



## **Infrastructure for Alaska's Food Bank Network Grant Application Guidelines**

**The Food Bank of Alaska (FBA) is currently accepting applications for the Infrastructure for Alaska's Food Bank Network grant opportunity.**

**Deadline for applications: September 26, 2022, 5:00 PM**

**Grant Request Amount Range: \$25,000 to \$1,000,000**

The State of Alaska has awarded Food Bank of Alaska \$6 million to bolster Alaska's statewide anti-hunger network through infrastructure and capacity building projects. Awarded projects will be identified through this competitive grant project. Organizations must demonstrate participation in or a commitment to charitable food distribution (see Eligibility).

Grant awards through this program will range from \$25,000 to \$1,000,000.

### **Eligibility:**

Your organization must be one of the following:

- 501(c)3 public charitable organization with a 509(a)1, 509(a)2, or 509(a)3 public charitable status as designated in your IRS Determination letter
- 501(c)4 charitable organizations, excepting that these funds cannot be used for lobbying or advocacy activities
- 501(c)19 public charitable organization
- Faith-based organization providing social services to the broader community
- Tribal organization including housing authorities
- Local government

### **Eligible Expenses:**

This grant is intended to support the capacity and infrastructure needs of Alaska's statewide anti-hunger network. Examples of eligible projects include, but are not limited to:

- New building construction
- Space modifications and expansions
- Refrigeration or freeze capacity
- Vehicles or ATVs
- Equipment like forklifts or pallet jacks
- Energy efficiency upgrades
- Processing or cooking facilities



Any expenditures that are not determined to fit within the category described above will require repayment from the grantee. Grant reporting will require documentation of expenditures for all expenses to confirm eligibility.

Examples of expenses that are not eligible for funding include:

- Personnel expenses, including external administrative consultants
- Indirect or administrative costs
- Operating expenses like utilities
- Purchase of food

Recipient organizations must sign all state assurances, as described on pages 3 & 4 of these guidelines.

### **Funding Timeline**

Awards will be made by early November 2022. The last reimbursement request is due, and projects must be completed no later than June 20, 2025. A short final report will also be due by June 30, 2025. See Reimbursement section for more information on periodic reporting and reimbursement requests.

### **Priorities**

This funding will prioritize proposals from organizations that seek to expand their capacity to distribute charitable food to their community. Additional priority will be given to organizations that:

- Are located in rural communities outside of Anchorage, Fairbanks, Juneau, and the Mat-Su Borough.
- Function as a food bank by providing food to other agencies/communities

### **Restrictions/Limitations**

The following are **not** eligible for grant funding:

- Individuals
- State or federal governments
- For profit organizations or businesses
- Private nonprofit organizations (those not identified in their IRS determination letter as 509(a)1, 509(a)2, or 509(a)3)
- Requests for support that do not fall within the funding guidelines outlined above
- Activities that improperly discriminate as to race, gender, marital status, sexual preference, age, disability, creed or ethnicity, or grants for religious indoctrination or other religious activities
- Activities outside the State of Alaska



**Process:**

1. Review these guidelines to ensure that your organization is eligible for funding.
2. Contact staff at Food Bank of Alaska (contact information below) if you are interested in applying and would like to discuss your project. This is strongly encouraged.
3. Fill out the grant application at <https://foodbankofalaska.formstack.com/forms/grantapp>. We encourage applicants to review the application before proceeding to the online form. There is a save and resume function in the online application, but applicants are responsible for keeping track of the links provided to resume applications. Instructions for filling out the online form can be found at:  
<https://foodbankofalaska.org/wp-content/uploads/2022/08/Infrastructure-for-Alaskas-Food-Bank-Network-Grant-Application-Instructions-2022.docx.pdf>
4. Food Bank of Alaska offers draft reviews of applications as requested by applicants. The deadline to submit a draft for review is **September 19, 2022, 5pm.**
5. Announcements will be made by early November 2022.

**Reimbursement:**

This grant is a cost reimbursable grant. Grantees pay for expenditures out of funds on hand and then request reimbursement from the Food Bank of Alaska. Only expenses that meet all of the grant guidelines and regulations will be reimbursed. Reimbursement requests can be submitted at any time. If there are no issues with the request, organizations can expect reimbursement within 30 day of submitting the request.

**Questions?**

Questions, feedback on project ideas, and discussion around applications can be addressed to:

Ron Meehan  
Policy & Advocacy Manager, FBA  
[rmeehan@foodbankofalaska.org](mailto:rmeehan@foodbankofalaska.org)  
907-222-3103

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Infrastructure Grant Consultant  
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907-222-3118

**State Assurances and Practices:**

For the full scope of state assurance and practices that grantees will be subject to, please refer to the State of Alaska's Designated Legislative Grant Program Grantee Handbook:  
[https://www.commerce.alaska.gov/web/Portals/4/pub/GRANTS%20documents/Designated%20Legislative%20\(DL\)%20-%20Grantee%20Handbook%202022.pdf](https://www.commerce.alaska.gov/web/Portals/4/pub/GRANTS%20documents/Designated%20Legislative%20(DL)%20-%20Grantee%20Handbook%202022.pdf)



Grantees will be required to comply with all program rules, and will need to be able to demonstrate compliance if requested. This includes:

- Have a procurement policy in place or use the policy for the State of Alaska;
- Have required insurance in place;
- Obtain required permits to complete any capital building projects;
- Maintain project and financial records.

In addition, grantees must comply with:

- Civil Rights Act of 1964
- Drug Free Workplace Act of 1988
- Americans with Disabilities Act of 1990
- Alaska Human Rights Law (AS 18.80.220(a)(I))
- Health Insurance Portability & Accountability Act (HIPAA), when applicable
- Pro-Children Act of 1995 (Smoke-Free Workplace)
- Omnibus Crime Control and Safe Streets Act of 1968
- Juvenile Justice and Delinquency Prevention Act of 2002
- Rehabilitation Act of 1973
- Educational Amendment Act of 1972
- Age Discrimination Act of 1975
- National Historic Preservation Act, when applicable
- Trafficking Victims Protection Act
- National Defense Authorization Act of 2013 (Whistleblower protections)
- Uniform Relocation Assistance and Real Property Acquisitions Act of 1970, when applicable
- Hatch Act
- Federal Funding Accountability and Transparency Act

Grantees must have the following policies in place:

- Smoke-Free workplace
- Drug-Free workplace
- Whistleblower protections
- Conflict of Interest
- Anti-discriminatory employment and operations practices
- Record-Keeping and Access Policy