SEF Cultural Foodways TCU Grant

Sovereign Equity Fund

Introduction

Cultural Foodways RFA

Welcome to the Sovereign Equity Fund's (SEF) 2023 Cultural Foodways Request for Applications (RFA). SEF is proud to partner with the Native American Agriculture Fund (NAAF) and the Mellon Foundation to administer the Cultural Foodways Fund, a funding opportunity for Tribal Colleges and Universities (TCUs) that provides capital and capacity building to expand knowledge of the arts and humanities of Native food systems. The mission of the Cultural Foodways Fund is to promote the study, practice and recognition of Indigenous food and agriculture knowledge at TCUs and create platforms that celebrate community-led, culturally appropriate ways of sharing that knowledge with community members and other constituencies.

Helpful Links

1. Overview -- Please read this document in full before starting an application. (click title to download)
2. SEF Webpage -- Please refer to this webpage for information regarding the application cycle. (click title to open in new tab)
3. Eligible TCUs -- Please refer to this list for eligibility based on TCUs list on the AIHEC.

Key Dates

Open: April 3, 2023
Closes: June 1, 2023, at 11:59 p.m. CT

Webinars

The webinar runs from 2 - 3 pm CT. The first 30-minutes will be a standard presentation followed by live Q&A.

Register here

   Tuesday, April 18, 2023
   Tuesday, May 9, 2023

Tuesday, May 23, 2023 (Questions only)

Contact

Email: grants@sovereignequityfund.org
Phone: 479-466-2502

Contact Information

Applicant Name*

Please provide the TCU name or TCU foundation name here.

Character Limit: 100

Applicant Contact Name*

Please designate one person to be SEF's primary contact through the application and project period.

Note: This person should be someone working day-to-day on the project and doesn't need to be the signing authority.

Character Limit: 100

Applicant Contact Email*

Character Limit: 254

Applicant Contact Phone Number*

Character Limit: 100

Eligible Grant Recipient Type

Name of Tribal College or University*

Please select the name of the Tribal College or University hosting this project.

Choices

Aaniiih Nakoda College
Bay Mills Community College
Blackfeet Community College
College of Menominee Nation
College of Muscogee Nation
California Tribal College
Cankdeska Cikana Community College
Chief Dull Knife College
Dine College
Fond du Lac Tribal and Community College

Fort Peck Community College
Haskell Indian Nations University
Ilisagvik College
Institute of American Indian Arts
Keweenaw Bay Ojibwa Community College
Lac Courte Oreilles Ojibwa Community College
Leech Lake Tribal College
Little Big Horn College
Little Priest Tribal College
Navajo Technical University
Nebraska Indian Community College
Northwest Indian College
Nueta Hidatsa Sahnish College
Oglala Lakota College
Red Lake Nation College
Saginaw Chippewa Tribal College
Salish Kootenai College
San Carlos Apache College
Sinte Gleska University
Sisseton Wahpeton College
Sitting Bull College
Southwestern Indian Polytechnic Institute
Stone Child College
Tohono O'odham Community College
Turtle Mountain Community College
United Tribes Technical College
White Earth Tribal and Community College

Eligible Entity Type*

Please select your organization's entity type. TCUs may apply as an educational organization directly, or through a TCU managed foundation with 501(c)(3) status.

Choices
501(c)(3) organization
Educational Organization (TCUs only)

Eligibility Document*

Below are instructions on providing eligibility documentation for either 501(c)(3) non-profit organizations or educational organizations.

501(c)(3) Non-Profit Organizations
If your organization is a 501(c)(3) non-profit organization, please upload documentation from the IRS proving your organization's 501(c)(3) status. EIN documents and articles of incorporation are not sufficient.

SEF conducts an external survey of eligibility status. If your entity is not in good standing, the

application will not be eligible for review. Please check your IRS status before submitting your application.

Tribal Colleges and Universities
Please upload documentation proving your organization's TCU status. Examples include:
- Statement from organization's general counsel
- Incorporating documents

File Size Limit: 3 MB

Eligibility Document Comment
You may elaborate on your eligibility document upload here.

Character Limit: 2500

Application Checklist

Checklist
You may use this area to check off items as you complete the application to track your progress.

Choices
Eligibility Information
Geographic Information
Cultural Foodways
Key Personnel
Budget
Intermediary Funds
Cover Letter
Support Letters (optional)
Extra Space (optional)

Geographic Information

Applicant Info

The following three questions pertain to your organization's physical location. These questions are demographic in nature and will not impact evaluation.

Org Location - Tribal Land*
Is your TCU located on Tribal land?

Choices
Yes
No

Org Location - Area*

Which of the following best describes your TCU location?

Choices

Rural area

Suburban area

Urban area

Org Location Comments

Optional: You may elaborate on your selections for 'Org Location Tribal Land and Area' here.

Character Limit: 2500

Service Population

The following questions pertain to the areas your organization seeks to serve through this project.

Note: This may be a subset of your overall service population. Only answer for this project, not all your work.

Service Community*

What type of Native community will your organization serve through this project? Select all that apply:

Choices

Reservation/Tribal land community

Rural community

Suburban community

Urban community

Not Listed

Service Community Comments

Optional: You may elaborate on your selections for 'Service Community' here.

Character Limit: 2500

States*

Please select the state(s) covered by your project. If your project is national, select the last option (National).

Choices

Alabama

Alaska

Arizona

Arkansas

California

Colorado

Connecticut

Delaware

Florida

Georgia

Hawaii

Idaho

Illinois

Indiana

Iowa

Kansas

Kentucky

Louisiana

Maine

Maryland

Massachusetts

Michigan

Minnesota

Mississippi

Missouri

Montana

Nebraska

Nevada

New Hampshire

New Jersey

New Mexico

New York

North Carolina

North Dakota

Ohio

Oklahoma

Oregon

Pennsylvania

Rhode Island

South Carolina

South Dakota

Tennessee

Texas

Utah

Vermont

Virginia

Washington

West Virginia

Wisconsin

Wyoming

National

Tribes*

Which Tribes will your project serve?

Character Limit: 2500

Existing Partners and Networks

Partnerships and Networks*

List any partnerships, networks, and collaborations you engage in that <u>support your work with Native cultural foodways.</u> Bulleted lists are encouraged.

Note: This is not limited to this project, but meant to be a broad account of your existing connections.

Character Limit: 2500

Cultural Foodways Opportunity

CF - Project Title*

Character Limit: 100

All Cultural Foodways grants will be for 24 months.

Objectives*

Provide three to five objectives for the project. For each objective, outline activities, timeline, outputs and outcomes associated with that objective.

- Objectives: Overarching aims; the vision you wish to achieve.
- Activities: Major tasks necessary to create output(s) and reach outcome(s).
- Timeline: An overview of when activities will happen.
- Outputs: Tangible deliverables from the project.
- Outcomes: Changes in attitudes, perceptions, knowledge, skills, and/or behaviors as a result of your project.

Example Format

Objective 1: Identify ~20 elders to participate in interviews about planting traditions
Activities:

- Workshop outreach ideas with colleagues (October 2023)
- Create outreach materials (November 2023)
- Begin outreach to elders (January 2024)
- Finalize list of participants (April 2024)

Outputs:

- Webpage of participants to be released alongside the film (with participant consent)

Outcomes:

- A comprehensive list of agricultural knowledge keepers will help people working on future cultural foodways projects.

Character Limit: 10000

Narrative*

In this space, please tell the story of your proposed project. Pay special attention to address the evaluation criteria (vision, contribution, plan, team, longevity and evaluation).
Your response should be between 1 page single-spaced (~2500 characters) and 2 pages single-spaced (~5000 characters).

Character Limit: 6000

Summary*

Please provide a brief, 1-2 sentence summary of your project.

Character Limit: 350

Key Personnel

Key Personnel*

Please list each of the individuals working on your project here. Explain what their role will be in the project and give a short description of their qualifications for that role. More detailed information on each person can be shared in the resume upload below.

Example

<u>William Roberts (Navajo) - Outreach and Grant Reporting</u>

1. University of Utah, BS in biology
2. Ten years of experience in administrative support

<u>Susan Baru (Blackfeet) - Planning and Accounting</u>

1. Montana State University, MBA
2. Seven years experience in accounting with TCUs

Character Limit: 10000

Resumes*

Please upload resumes or CVs for each of your key personnel.
Note: You must combine all the resumes into one file to upload here.
Must be in .pdf format.

File Size Limit: 2 MB

Budget

Budget Section

Please review these documents before proceeding.

Budget Guidelines
Budget Template
Sample Budget
Sample Budget Narrative

SEF requests applicants upload their project budget in two formats:

- Excel file so SEF may assist with any re-calculations or edits
- PDF file in case the Excel file experiences compatibility issues

Budget Request*

How much funding are you requesting for this project?

Reminder: The request should be ~ $200,000 without exceeding.

Character Limit: 20

Budget (Excel)*

Use the budget template above to create your project budget. Upload the complete version here.

Must be in .xlsx format.

File Size Limit: 3 MB

Budget (PDF)*

Please save your Excel budget as a PDF and upload here.

Must be in .pdf format.

File Size Limit: 2 MB

Budget Narrative*

Please upload your budget narrative. Detailed explanations of how project costs break down under each expense category are important for the review process.

Must be in .pdf format.

File Size Limit: 2 MB

Intermediary Funds

Intermediary Funds*

Does your organization intend to provide re-grants or scholarships with SEF funding? If so, please choose the applicable options. If not, please choose "None of the above".

Choices
Re-grants
Scholarships
None of the Above

Regrant Question List

Total Number of Regrants*

Please enter the total number of regrants you anticipate making using SEF funding.

Character Limit: 10

Total Number of Regrants*

Please enter the total amount you anticipate regranting using SEF funding.

Character Limit: 20

Regrant Procedures*

Describe your organization's processes and procedures for providing regrants. Please also discuss any ancillary activities your organization provides in addition to re-grants (ex. technical assistance, capacity building, training, education, etc.).

Character Limit: 5000

Regrant Budget*

Summarize your organization's budget for providing regrants over the past five years, including the total amount awarded, the number of awards made each year, and the maximum and minimum size of awards made.

Character Limit: 5000

Scholarship Information

Total Number of Scholarships*

Please enter the total number of scholarships you anticipate making using SEF funding.

Character Limit: 10

Total Amount of Scholarships*

Please enter the total amount you anticipate delivering in scholarships using SEF funding.

Character Limit: 20

Scholarship Procedures*

Describe your organization's processes and procedures for providing scholarships. Please also discuss any ancillary activities your organization provides in addition to scholarships (ex. technical assistance, capacity building, training, education, etc.).

Character Limit: 5000

Scholarship Budget*

Summarize your organization's budget for providing scholarships over the past five years, including the total amount awarded, the number of awards made each year, and the maximum and minimum size of awards made.

Character Limit: 5000

Organizational Information

Audit/Financial Statement Upload*

Does your organization have full audited financial statements from the last two years? Full audited financial statements will include an opinion from the auditor, footnotes, a single audit section (if applicable), and all pages as listed within the table of contents. If so, please upload it here.

If your organization does not have a full audit or your audit is older than two years, please upload your most recent Balance Sheet (Statement of Financial Position) and Year to Date Income Statement (Statement of Activities) combined into one file.

Upload must be a .pdf

File Size Limit: 10 MB

Governing Body*

Please provide a list (either in the text box or by PDF upload) of the organization's governing body with names, titles, and any Tribal affiliations noted.

Character Limit: 10000 | File Size Limit: 2 MB

Cover Letter*

The cover letter must be from a senior official associated with the organization. It should include the leadership's commitment to the project and how it fits into the work of the organization overall. You may address the cover letter to the "SEF Cultural Foodways Team".

Must be in .pdf format.

File Size Limit: 2 MB

Optional Uploads

Support Letter #1

Optional: Support letters can be from individuals or organizations that are affiliated with or knowledgeable of the applicant and the proposed activity.

Must be in .pdf format.

File Size Limit: 2 MB

Support Letter #2

Optional: Support letters can be from individuals or organizations that are affiliated with or knowledgeable of the applicant and the proposed activity.

Must be in .pdf format.

File Size Limit: 2 MB

Extra Space

Optional: Please use this space to provide any additional information that you were not able to upload previously. This could include graphics, pictures, additional support letters, etc.

Must be in .pdf format.

Character Limit: 10000 | File Size Limit: 3 MB