



# Urban Farmer & Gardener Mini-Grants 2018 FAQ

The Urban Farmer & Gardener Assistance Mini-Grant Program from the New Castle Conservation District (NCCD) is designed to support and enhance new and existing urban farms and community garden projects in New Castle County. NCCD has \$10,000 to support projects such as community gardens, urban farms, greenhouses, or hydroponic operations growing fruits and vegetables that run for the benefit of the community.

**Q:** What are the selection criteria?

**A:** Does your project:

- Support a new or existing urban farming or gardening initiative?
- Plan for or increase your farm or garden's capacity and long-term sustainability?

**Q:** Who is eligible to apply?

**A:** Eligible applicants include 501(c)3 nonprofits, religious organizations, schools, municipalities, and organized neighborhood associations. Individuals or for-profit businesses are ineligible.

**Q:** What locations are eligible to apply?

**A:** The grant is open to all localities in New Castle County.

**Q:** What is the maximum grant award?

**A:** Each project selected may be funded up to \$2,000 from NCCD. Depending on the number of applicants, grants may be partially funded.

**Q:** What are considered eligible expenses?

**A:** Eligible expenses include:

- Supplies & equipment
- Building materials
- Soil amendments
- Seeds
- Irrigation systems
- Season-extending materials

**Q:** What expenses will not be allowed?

**A:** Grant funds cannot be used for salaries, fringe benefits, indirect costs, or capital projects.

**Q:** How will I receive the funds?

**A:** **This is a reimbursement grant; no advances are given.** Reimbursement for actual costs will be made after the signing of a financial agreement and submission of itemized receipts and a one page narrative report on the use of the grant funds. The financial agreement will spell out this process. No reimbursements will be made without original itemized receipts.

**Q:** Are there any alternatives to the dollar-for-dollar match?

**A:** Applicants can provide matching funds through in-kind contributions of staff time or volunteer hours. Grantees must record volunteer time for the match to be eligible. The federal rate of \$24.14 per volunteer hour will be applied.

**Q:** When are applications due?

**A:** Applications are due by 4:30pm, February 9, 2018. Applications can be found online at <http://www.newcastleconservationdistrict.org/>

**Q:** When will applicants be notified?

**A:** Applicants will be notified of their grant status by March 5, 2018.

**Q:** When do grant funds have to be spent by?

**A:** Grant funds must be spent by October 31, 2018. All itemized receipts and narrative reports must be submitted no later than November 30, 2019.

**New Castle Conservation District  
2430 Old County Road  
Newark, DE 19701  
(302) 832-3100  
[rachel.coyne@state.de.us](mailto:rachel.coyne@state.de.us)**