

FARMERS MARKET MINI GRANT PROGRAM

To help advance farmers markets and producers in North Dakota, North Dakota Farmers Market and Growers Association is offering a Farmers Marketing Mini-Grant Program. Apply Today!

GRANT APPLICATION GUIDELINES & REQUIREMENTS

- 1) Applications will be received: **Until the Grant monies are gone.**
- 2) Farmers Markets and Individual NDFMGA members, who have **not** paid membership dues for the current season, do not qualify for this grant program.
- 3) Market Applicants must **submit a copy of their farmers' market by-laws, a current listing of officers, a list of all known vendors at time of application, and a paragraph describing what activities the grant money will fund with this application.**
Individual Member applicants must submit a paragraph describing what activities the grant money will fund with this application. The grant activity must further the mission of the NDFMGA, promote the growth or use of North Dakota grown or raised products and be of benefit to more than just the applicant. If an individual member has received a mini grant in the past, the new application must be significantly different from previous applications to be approved or must showcase different members/vendors than prior funded grants.
- 4) Applicants **MUST** be members of the North Dakota Farmers Market and Growers Association to apply:
 - The membership year for the NDFMGA runs from **July 1 to June 30.**
 - You must be a fully paid member in the year in which the funds will be used, thus, if grant funds are to be used this season and your market/you have not yet paid this year, then membership funds and paperwork must accompany your grant application. If you are paid up through June 30th of this year, you will need to renew your dues for the upcoming year that begins July 1st.
- 5) Applications will be reviewed and approved on a first-come-first-serve basis to qualifying applicants. **When the funds are depleted, subsequent applications will be rejected.**
- 6) Markets and individual members receiving grants will be notified as soon as we receive and process your paperwork. For Market grants, the Manager **MUST** submit vendor contact information for all their known vendors at time of application to receive grant funds.
- 7) Qualifying applicants will receive **\$500.**
- 8) Grant recipients are required to:
 - Submit copies of receipts for all purchases made with the grant money.
 - Be responsible for full documentation of how the money is spent.

- Use a NDFMGA logo or tag line on all printed, audio, visual and hard materials purchased with the grant funds. This means if the money is used to purchase television advertisements, internet ads, banners, signs, brochures, business cards, shopping bags, aprons, T-shirts or other printed or non-consumable materials, an NDFMGA logo must be displayed. If funds are used to purchase radio or other audio advertising, the NDFMGA tag line of 'Dakota Grown, it's all good' or the wording 'this market is a member (or sponsor) of the North Dakota Farmers Market and Growers Association' must be included in the advertisement. The logos can be obtained from the NDFMGA office and can be used in either black and white or color format. There are three formats of the logo to choose from and any official form provided by the NDFMGA is acceptable for use.
 - Any unused funds will be returned to the North Dakota Farmers Market and Growers Association.
 - You must submit a short story with pictures when the grant is complete. We may ask you to approve the use of the story and pictures in our quarterly newsletters.
- 9) All expenditures must be completed by **November 30th**.
- 10) Eligible activities for this grant include, but are not limited to, all event and market activities that promote and aid the sale and consumption of locally grown or produced products such as: Advertising, all media, circulars, flyers, posters, banners, billboards, in-market activities or entertainment, and point-of-sale promotional materials used to promote North Dakota grown or produced products and markets.

Submit completed application via email or mail to:

NDFMGA, 10191 Lake Road; Bottineau, ND 58318

If you have questions, please e-mail us: NDFMGA@outlook.com

Farmers Market Mini-Grant Application

Name of Market or Individual Member:

Market Manager (if a market):

Mailing Address for Market/ Manager/Individual Member:

Email:

Phone:

Website, social media page or other media URL:

Physical Location of Market/Event:

Event or Market days/times:

Average number of market vendors in each event:

If successful, your market will be awarded \$500; describe how these funds will be used:

Submit completed application (along with a list of Market officers, a copy of the Market by-laws and contact information for all known vendors at the time of application – for farmers market members) to: NDFMGA; 10191 Lake Road; Bottineau ND 58318

Grants will be awarded on a first-come-first-serve basis to qualifying applicants.

As preparer of this grant application, I understand that all expenditures of grant funds must be accounted for and receipts submitted to the North Dakota Farmers Market and Growers Association by **November 30th, of this year.**

If I receive the grant, please make check payable to:

Signed:

Date: