NEW HAMPSHIRE
CHARITABLE FOUNDATION

LAKES   MANCHESTER   MONADNOCK   NASHUA   NORTH COUNTRY   PISCATAQUA   UPPER VALLEY

EXPRESS GRANT APPLICATION

This form should be saved to your computer before you complete it. Please complete it in full and submit it along with attachments by close of business on the day of the deadline. You may use the TAB key to move around the document. The only attachments you need to send with this form appear on the last page of the form.

Date:**2/28/10**   Region to which you are applying: Piscataqua

APPLICANT CONTACT INFORMATION

Applicant Organization Name: **Seacoast Eat Local**

EIN Number: **20-8841990**   Website URL: www.**seacoasteatlocal.org**   Phone Number: (**603**) - **498 - 6934**

Street Address or PO Box: **3 Port Way**   City: **Rye**   State: **NH**   ZipCode: 03870

CEO/Executive Director: **Sara Zoë Patterson** Title: **Coordinator**   E-mail: **sarazoe@seacoasteatlocal.org**

Contact for Application (if different from above): **Jeff Donald** Title: **Grant Coordinator**

Phone: (**603**) - **793 - 9768**   E-mail: **jeff@seacoasteatlocal.org**

Fiscal Agent Information (*Complete **ONLY** if applicant is not a 501(c)3 public charity. Application must also include a fiscal sponsorship agreement form – see website for this form*)
Name **New England Grassroots Environment Fund (NEGEF)**
EIN Number: **03-0364677**   Website URL: www.**grassrootsfund.org**   Phone Number: (**802**) - **223 - 4622**
Street Address or PO Box: PO Box 1057   City: **Montpelier**   State: **VT**   ZipCode: **05601**
CEO/Executive Director: **Cheryl King Fischer** Title: **Executive Director**   E-mail: **fischer@grassrootsfund.org**

APPLICANT GENERAL INFORMATION

Year Founded: **2006**   Number of Clients Served per year: **8000**   Field of Service: **Food, Agriculture, Nutrition**

Geographic Area Served by Organization: **Rockingham, Straffod, and York Counties**

Number of Paid Staff: **.5** (indicate in FTEs)

Organization's **Current** Annual Operating Budget: $**51368**   Operating Budget for **Past Year**: $**13280**

APPLICATION REQUEST
Amount Requested: $ **4970** (up to $5,000)   Total Project Cost: $ **12,320.00**

Type of Funding   Capacity Building

Purpose of Request: "This grant will be used to"…(75 characters max) **partially fund a salary to effectively use capacity building opportunities**

PRIOR SUPPORT – *This refers to prior grant awards received from the Foundation through the competitive application process only.* Please list the last three grants received:

1. Amount: $ Date Received: Brief Purpose:

2. Amount: $ Date Received: Brief Purpose:

3. Amount: $ Date Received: Brief Purpose:

*Please BRIEFLY answer all questions in the order listed, using the headings provided. Please type all proposals, using no less than 10 point font. You may cut and past a Word document into these fields, which will expand as you type, or your application narrative may be completed as a Word document, but in either event **your answers should not exceed a total of two (2) pages**, excluding requested attachments and budgets.*

1. Organization Mission Statement:

Seacoast Eat Local connects people with sources of locally grown foods and advocates eating locally for the health of our environment, community, culture and economy. Through advocacy, organizing and education, we work toward a sustainable local food system that meets the needs of both producers and consumers. We organize winter farmers' markets, co-produce Seacoast Harvest, sponsor workshops and events, and provide information through our email newsletter, blog and website, www.seacoasteatlocal.org.

2. Organization Description (scope of work, including highlights of current programs and services):

Seacoast Eat Local works to accomplish its mission of connecting people with sources of locally grown food by hosting winter farmers' markets and outreach and education. From November 2009 - April 2010 Seacoast Eat Local will have hosted 11 farmers' markets at two locations. Each market served as an important vending opportunity for the 35-45 farmers and food producers who attended. Market attendance has steadily increased over the previous winter's markets and has continued to increase over the course of this winter as well, with market attendance averaging 1,600 customers at each event. Since 2007 Seacoast Eat Local has worked with Slow Food Seacoast to publish Seacoast Harvest. Seacoast Harvest, a print and web publication, lists over 150 farms and two dozen farmers' markets in Rockingham, Strafford, and York Counties. It includes a seasonal harvest calendar, information on local fishing and farming practices, and a list of other local and regional organizations involved in sustainable food systems. Seacoast Eat Local effectively provides local food information to consumers through its over 1,800 member email list,website, blog, and active presence on social media sites. Seacoast Eat Local maintains a farmer email list to help inform farmers of upcoming market, workshop, and outreach and marketing opportunities. Outreach is additionally carried out through its strong presence at farmers' markets, fairs, and other community events. Seacoast Eat Local is also a frequent collaborator with other local organizations, helping to host and publicize events that promote local food and agriculture.

3. Statement of Need (describe why this work is important to undertake at this particular time, given organizational and/or community conditions):

Since Seacoast Eat Local began its work in May 2006, the scope of work has drastically expanded and has surpassed a level that can be maintained successfully by a volunteer-based organization. Over the next six months the core volunteers of Seacoast Eat Local will be establishing a more structured organization. This restructuring will help the organization to meet the needs of both its farmer and consumer constituencies. Seacoast Eat Local's ability to work on current projects while also planning for future ones will allow farmers to plan for and rely on winter marketing opportunities and consistent outreach to consumers through Seacoast Harvest and many other avenues. As Seacoast Eat Local moves through the process of organizational development it also needs a stronger base of volunteers for staffing tables at summer events and assisting with next year's winter farmers' markets. Seacoast Eat Local needs to reach out to the community now while its winter farmers' markets are increasing in popularity and visibility and while public concerns about the safety of the industrial food system and the strength of the local economy remain high. This moment represents a tipping point for Seacoast Eat Local. It has previously functioned on a project by project basis and now seeks to transition from being an ad hoc community group to a reliable, effective, and stable organization that can sustain a high quality of work over the coming years. The farmers and consumers who rely on Seacoast Eat Local need it to make this transition.

4. Summary of Proposed Work (including who will do what by when):

Seacoast Eat Local recently hired an Administrator to help better accomplish its organizational goals and mission based work. The Administrator will be responsible for liaising with the strategic planning consultant, drafting e-newsletters, implementing website updates, facilitating meetings, and coordinating volunteers and representing Seacoast Eat Local in collaborative work with other local organizations. An Express Grant would allow the Seacoast Eat Local Administrator to

spend 244 hours (7-8 hours per week) on volunteer coordination and organizational collaboration in addition to the hours spent on other administrative and outreach related tasks. The Administrator has begun working and is paid out of the general fund. The volunteer coordination and organizational collaboration work will take place primarily from April to early November. During this time Seacoast Eat Local will be working to secure continued funding for this position.

Volunteers are required at numerous events throughout the season, including the Natural Heritage and Agriculture Fair, the Slow Food Picnic, Fishtival, Barrington Farm Tour Day, and other public events. Seacoast Eat Local is frequently requested to speak before town libraries, sustainable energy organizations, garden clubs, and businesses, all of which are interested in increasing their connection to local agriculture. There is a regular need for volunteer staffing at the Portsmouth Farmers' Market information table, which is used jointly by Seacoast Eat Local, Slow Food Seacoast, Seacoast Local, and the Seacoast Growers' Association. Volunteer coordination tasks include training and scheduling volunteers to staff information booths as well as to speak on behalf of Seacoast Eat Local. The Administrator will coordinate the scheduling and training of volunteers to be able to fully realize the outreach and education opportunities of such public events and speaking opportunities.

Seacoast Eat Local is a frequent collaborator with other organizations working on issues concerning food, agriculture, health, local economies, and sustainability. We have recently worked with Slow Food Seacoast, Seacoast Local, the Seacoast Growers' Association, NH Commercial Fishermen's Association, Southeast Land Trust of NH, NH Department of Agriculture, Markets, & Food, and UNH Cooperative Extension and have attended meetings hosted by Sustainable Portsmouth, NH Farm to Restaurant Connection, the UNH Office of Sustainability, and greatgrandmother.org, a local food website based in Sunapee, NH. Collaboration with related organizations is crucial to Seacoast Eat Local's success and ensures that these groups work efficiently together without redundancy of efforts. Projects that resulted from this joint work include the branding of NH Seafood, Fresh & Local, the first annual NH Fish & Lobster Festival, Seacoast Harvest local food guide, farm tours, and extensive outreach and education throughout the Seacoast. Attendance at numerous meetings is challenging for a volunteer-based organization and this grant will allow for successful collaboration with Seacoast Eat Local's many partners. The Administrator will maintain a high level of communication with these partners, attending meetings and responding to requests for information sharing and project collaboration.

6. Impact (Please share any additional information that would help us understand how the proposed investment will produce significant organizational or community benefit.)

Seacoast Eat Local is a volunteer-based ad hoc community group. The recent award of multiple NHCF grants, a highly successful winter farmers' market season, and the award of a SARE grant have positioned Seacoast Eat Local to move through a strategic planning process, allowing it to transition into a well-defined organizational structure with its first employee.

As Seacoast Eat Local progresses through the strategic planning process taking place over the next six months, it is necessary that a paid staff person be available to focus on volunteer coordination, organizational collaboration, and public outreach. The work performed by Seacoast Eat Local's Administrator was previously the responsibility of volunteer Steering Committee members. A paid staff person will perform this work more efficiently. The Steering Committee will now be able to effectively focus on building the organizational structure and long-term funding plan of the organization. The outcome of this grant will be an organization able to sustain itself over the long-term, a Steering Committee able to spend more time on governance and fund-raising, and a paid staff person who will interact effectively and efficiently with volunteers and partner organizations.

5. Results (list up to three specific measurable outcomes of this work by which you will determine its success):

1. *Volunteers will be well-trained, involved, and will continue volunteering during the Winter Farmers' Markets*

2. *Board will successfully conduct its organizational development while maintaining strong community connections*

3. *Organization will be prepared to implement its newly developed strategic plan*

7. Project Budget

Please complete the form below, making sure to indicate both revenue sources and expenses, including which portion of the project budget the proposed grant would support. This form will calculate totals as you enter data. Please use your "tab" key not the "enter" key when entering data.

Income	NHCF	Other	In-kind	Total
Federal/State/Municipal Funds				0
NH Charitable Foundation	4880	6360		11240
Other Funders *(please identify in budget notes)*				0
Individual Donations/Annual Appeal/Events				0
In-kind/Volunteer Time Contributed			5415	5415
Other *(please identify in budget notes)*				0
Income Totals	*$4,880.00*	*$6,360.00*	*$5,415.00*	*$16,655.00*

Expenses	NHCF	Other	In-kind	Total
Staff Salary	4880	6360		11240
Staff Benefits				0
Consultant/contract support				0
Printing/Supplies				0
Other *(please identify in budget notes)*				0
Overhead				0
Expense Totals	*$4,880.00*	*$6,360.00*	*$0.00*	*$11,240.00*

Budget Notes:

**Additional attachments you need to include with this application (*please provide Board Member List and Operating Budget for Applicant, not Fiscal Agent*):

✓**List of Board Members with Affiliations**
✓**Current Operating Budget**
✓**Nonprofit Checklist** *(for NH incorporated nonprofits only)*

Thank you for taking the time to submit a grant application to the Foundation. This is a very competitive process and we have the resources to fund only a portion of the applications received. You can expect to hear from us within 4 to 6 weeks from submission. In the meantime, if you have any questions, please call the Program Operations Department at 1-800-464-6641.

Email your application form and attachments to GrantApp@nhcf.org by 5 p.m. on the day of the deadline. Please be sure the subject of your email starts with "Express", followed by the region to which you are applying, followed by organization name. For example: Express, Lakes, ABC Learning Center. Please attach your application form rather than copying it into the text of the email.