



**Equitable Access to Healthy Food**  
**Request for Proposals**  
 February 6<sup>th</sup>, 2025

**Overview:**

The Schenectady Foundation is seeking applicants for its Equitable Access to Healthy Food grant program. We anticipate committing up to **\$700,000** in this round of funding.

**Impact Statements:** Equitable Access to Healthy Food is one of three competitive grant processes the Foundation will offer in 2025. The others are Neighborhoods, and Emergent Needs. The Foundation has crafted long-range impact statements capturing its desired outcome for our community for each of these processes.

Applicants interested in applying for funding under the Equitable Access to Healthy Food RFP must demonstrate how their proposed project will contribute toward the impact statement:

***Schenectady County will be food-secure, ensuring that all residents have regular access to fresh, healthy food to nourish themselves and their families.***

**The Grant Process:** The Foundation uses a two-step online grant process. The first required submission is a Letter of Inquiry (LOI) which provides an overview of the proposed project and its associated outcomes. Upon approval of an LOI, applicants will be given access to the full grant application.

**Important dates:** Here are several dates applicants should keep in mind:

February 7 <sup>th</sup>	The LOI process will be available online to all prospective applicants
February 18 <sup>th</sup> @ 3:30 pm	A general orientation session will be offered via <a href="#">Zoom</a> . The orientation session will be recorded, and made available to view on our website.
February 20 <sup>th</sup> @ 9 am	Letters of Inquiry orientation session via <a href="#">Zoom</a> .
March 5 <sup>th</sup>	Final submission date for Letters of Inquiry.
March 14 <sup>th</sup>	Applicants notified if they have been selected for Grant application stage.
March 19 <sup>th</sup> @ 9 am	Grant application orientation session via <a href="#">Zoom</a> .
April 2 <sup>nd</sup>	Grant applications are due.
4/21 – 4/25	Grant applicant meetings with Foundation staff and board
May 2 <sup>nd</sup>	Grant decisions are shared with applicants

**Note:** *The Grant Application question list will be available to LOI applicants by February 14<sup>th</sup>. This will help you to plan ahead should your proposal be selected for the grant stage.*

**What's New?** The RFP generally requires applicants to commit to one of two funding streams. The exception is when an organization that is requesting Operations Support is determined to be the lead fiscal agent of a collaborative project focused on Food Systems Change.

1. **Food Systems Change:** transformative efforts to address systemic barriers and challenges within the food system. Issues addressed might include Policy and Advocacy; Innovative Approaches; Community Engagement.
2. **Ongoing Operations Support:** ensuring the continuity of food-related services and programs. Issues addressed might include Efficiency, Capacity Building; Continuing Essential Services; Continuity Planning; other Organizational Needs.

**Optional Grant Questions:** You are not required to respond to the following but, should you do a good job in using these questions to better explain the problem you are addressing, it can potentially improve your likelihood of earning a grant.

**Mental Models**

Often a picture says more than a long narrative. And so one of our optional questions is to provide a mental model of the issue your proposal is addressing. We will provide samples for you should you wish to submit a mental model, e.g. the Iceberg model.

**Theory of Change**

If you have a Theory of Change, or Logic Model, for the proposed project, you may use that as another optional upload.

**Questions?**

We recommend that you visit the [Grants](#) page of our website to learn more about our process, eligibility, and decision criteria.

Still need help? Contact Sofia Pawlusik at [spawlusik@schenectadyfoundation.org](mailto:spawlusik@schenectadyfoundation.org) or call 518-393-9500.