

[Worker Safety] Food Hub Grant Program

This form will be used for all components of your Food Hub Worker Safety grant application. Worker Safety Grants are intended for improving worker safety equipment & infrastructure.

Si desea solicitar una aplicación en español, por favor envíeme un correo electrónico a diadira@ocfsn.org.

To apply for an Infrastructure Grant, please apply [here](#).
To review all Food Hub Grant opportunities, check our [website](#).

The **Worker Safety Grants** and **Infrastructure Grants** each have a **low barrier (small)** and a **capacity building (large)** funding categories. Having two grant pools helps us meet two granting priorities:

1. get safety and infrastructure dollars to as many hubs as possible and
2. include larger grants that will have a greater impact on individual operations.

Applicants cannot apply for both small and large grants in one funding cycle. You must apply for one or the other. However, you can apply for one Worker Safety Grant and one Infrastructure Grant in the same year. If you received a grant in 2024, you cannot apply again in 2025. If you were not awarded in 2024, you can reapply in 2025. Applicants may be awarded partial funding for their food hub project depending on funds availability and Grant Review Committee project assessment.

- There is no requirement for matching funds for this grant.
- Grant recipients will receive up-front payment.
- Funding from this grant program may be able to be used for match (also known as cost-share) or other funding.

Name of Food Hub *

Years in Operation: *

- 2 Years or Less
- 3-6 Years
- 7-10 Years
- 11-years or More

Contact Information

Please provide us with your contact information

First Name *

Last Name *

E-Mail *

example@example.com

Phone Number *

Please enter a valid phone number.

Mailing Address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Food Hub website or social media (if none, please write "none") *

Are you a current and active participant and collaborator in the OCFSN hub network or do you participate and collaborate with other parts of OCFSN? *

Participation and collaboration can include attending working group meetings, knowledge and resource sharing, attending convenings, partnering with OCFSN member organizations, or engaging in technical assistance resources.

If you are not a current participant but collaborate with an OCFSN member, please share the organization's name below. ocfsn.org/current-members

Name of Organization

Name

Last Name

First Name

Email

example@example.com

Phone Number

Please enter a valid phone number.

Please describe your hub and your relationship and collaboration with the Oregon Food Hub Network or other parts of OCFSN. [250 word maximum] *

0/250

Examples of hub and hub-like activities include but are not limited to:

- purchasing, distribution, and/or aggregation of local or regional ranch, agricultural or value added products (serving more than one producer)
- online marketplaces and retail storefronts that primarily serve as marketplaces for local or regional ranch, agricultural or value added products (serving more than one producer)
- shared kitchens and micro-food manufacturing facilities

Does your organization or business currently engage in hub & hub like activities that create economic value in your communities by providing permanent physical and logistical infrastructure and creating markets for locally or regionally produced ranch, agricultural or value added products serving more than one producer. *

Yes

No

Please describe what equipment and supplies you will use these funds for, how the new supplies and equipment will improve worker safety, and provide detail on any additional training that your hub will provide to safely integrate new equipment into daily workflow. [250 word maximum] *

Most new equipment will need a safety plan.

Exceptions would be simple supplies like fatigue mats, gloves. Worker Safety resources can be found on the OCFSN Food Hub Network working group page in this folder. New equipment Worker Safety plan examples and templates can be found here.

- Any equipment with moving parts or equipment intended for lifting and moving such as pallet jacks or hand trucks introduce new hazards into the workplace and require training for proper and safe use.
- Equipment like storage racks require safety training around lifting, where to place heavier loads, and potentially ladder safety.
- Water stations, N95's and equipment used for air quality or heat safety should also include training on when and how this equipment is required to be used.

Please describe your safety plan [250 word maximum]

Eligibility Requirements for all Grants:

Our working definition of a Food Hub includes an organization and/or business that engages in hub & hub-like activities that create economic value in their communities by providing dedicated physical and logistical infrastructure and creating markets for locally or regionally produced ranch, agricultural or value added products. The hub must serve more than one producer. See more examples of eligible activities on ocfsn.org/food-hub-grant.

Check if the below statements are "true".

1. The organization or business is a legal entity in Oregon
2. My organization is covered under the above working definition of a food hub
3. My organization is an active participant & collaborator in Food Hub Network OR participate and collaborate with other parts of OCFSN, OR gain sponsorship from a participating or member organization.
4. My organization participates and collaborates with other parts of OCFSN
5. My organization has sponsorship from a participating or member organization

If you checked #5 above, please share the name of your sponsoring organization, an email, and contact name.

Scale of Worker Safety Grant

What scale of grant are you applying for?

Low Barrier: grants of up to \$4,999 for any needed safety equipment, training, and supplies such as: pallet jacks, electric jacks, facking, fatigue mats, rolling carts, hand trucks, cargo tie downs, water stations & beverage coolers for extreme heat, fans, N95's etc, gloves.

Capacity Building: grants between \$5,000 - 25,000 for needed safety equipment. This can include but is not limited to vehicle lift gates, vehicle ramps, extensive racking, cargo management equipment, and equipment installation costs.

Scoring Rubric

This grant program is focused on existing Food Hubs in Oregon.

This Food Hub is led by Black, Indigenous and People of Color (BIPOC), immigrant, and refugee communities. "Led by" is defined as 50% of leadership identifies as a Person Of Color. *

4 for yes

0 for no

Hubs that have limited access to grant funding & have demonstrated commitment to delivering on OCFNS mission: strengthening local and regional food systems to deliver better economic, social, health, and environmental outcomes across the state. (i.e. Cooperatives and LLCs) *

1 for yes

0 for no

Hub with headquarters located in a town with a population: *

2 for below 19,999 people

1 for between 20,000 and 49,999 people

0 for no

Project Budget - please use the template provided below to complete your budget

Instructions: Include all expenses for your project(s). Provide a short description of each expense, if purchasing multiple items under one category describe each. For Labor and Professional Services include number of hours and rate. Explain if expenses are for different projects. Double check that the sum of all the expenses is correct.

Both small and large grant applications require a simple budget. Use this budget template and follow all instructions on the template. Budgets will be uploaded as part of the application.

What is the total amount you're requesting for this project? *

What are your total projected material costs for this project? If none put 0. *

What are your total projected equipment costs for this project? If none put 0. *

What is the total projected cost of professional services for this project? If none put 0. *

What are your total projected labor costs for this project? If none put 0. *

If you anticipate having any other costs for this project: a.) Please enter the total amount of any additional anticipated costs for this project. If none put 0. *

b.) Please describe these additional anticipated costs.

Other Project Information – Not Related To Eligibility

If you are applying for funding for multiple projects, please rate your projects in order of importance. If we are unable to fund your full request we would like to know which projects are your priority for a partial award. (250 words) *

0/250

Where did you hear about this grant program? (100 words) *

0/100

Do you plan to use these funds for federal or other funding match or cost share? *

Yes

No

Unsure

If yes, which program or funding source? (100 words)

0/100

Please share public testimonial on how this funding would impact the resilience of your food hub and your community. *

0/500

Please check each of the below to indicate your understanding of reporting requirements should you be awarded a grant. Reporting is due six months after funding is received, November 1, 2024). This public testimony will be shared with the Legislature to advocate for the importance of funding for resilient local and regional food systems in Oregon. *

Sharing post-project photos or short videos

Sharing 250-500 words on project outcomes/challenges. Make sure to reference the application project description. How does this funding support the resiliency of your community?

For Capacity Building grants, receipts for all purchases (photos and copies are okay)

Do you have any feedback for us on this application process?

0/250