



Healthy Stores Refrigeration Grant Program Request for Proposal (RFP) for Corner Stores & Small Businesses

The California Department of Food and Agriculture (CDFA) is pleased to announce a competitive grant application process for the Healthy Stores Refrigeration Grant Program. CDFA will fund energy efficient refrigeration units in corner stores and small businesses in food deserts throughout the state to stock California-grown fresh produce, nuts and minimally processed foods. The purpose of the program is to improve access to healthy food choices in the small retail environment for underserved communities, while promoting CA-grown agriculture.

This program is established in California Food and Agricultural Code [section 49015](#) and funding was made available in the Budget Act of 2018.

Funding: The Healthy Stores Refrigeration Grant Program will disburse up to \$4,500,000. The expectation is that California Department of Food & Agriculture (CDFA) will release another RFP if all funds are not awarded in this first round.

Eligibility: Eligible applicants are corner stores (or their equivalents, such as neighborhood stores, bodegas, convenience stores, or mom and pop stores – all called “corner stores” for purposes of this grant); small businesses; cities; counties; and nonprofits working with healthy retail.

Definitions for this grant program: (per Food and Agricultural Code [section 49015](#))

Corner store: a small-scale store or grocery store, either independent or chain, that sells a limited selection of foods and other products and that is located in a food desert in a rural, urban or suburban area. Corner stores do not need to be located on street corners.

Food desert: a low-income census tract with low access to a full-service grocery store.

Small businesses: independently owned, with 100 or fewer employees, average annual gross receipts of \$15M or less and must be authorized to accept EBT/SNAP/CalFresh benefits.

Minimally processed foods: food not physically/chemically processed in a way that fundamentally alters the raw product; and food processed only to separate whole, intact food into component parts (such as fruit cups or bagged salads).

Refrigeration unit selection: Applicants may choose the units that work best for their needs within these parameters:

- Stand-alone (also known as self-contained, plug in, or plug and play) units suitable for retail sales in stores or small businesses.
 - Freezers and mini-refrigerators are not allowed for this program.
- Other types of units, such as mobile carts or refrigerated trucks, are also allowable. Applicants should describe why they are needed and select the most energy efficient models available for all equipment. Add-ons for energy efficiency are allowable expenses.
- Applicants are also strongly encouraged to select the most climate friendly models available. See scoring criteria and Appendices A and B for guidance.

Applications are due by 5 pm PDT on Thursday, April 25, 2019. Late applications will not be accepted.

Grant proposals must be submitted electronically to cafarmtofork@cdfa.ca.gov. Submitted proposals will only be considered if the required proposal form is complete and attached along with any additional attachments in **one email submission**. Please use “Healthy Stores Refrigeration Grant Program Proposal” in the subject line. Attachments may be submitted in Microsoft Word (doc/docx), Adobe (pdf) or Microsoft Excel (xls/xlsx) format. Mailed and faxed applications will not be accepted. Applicants will receive a confirmation email within two business days of submission.

Grant Timeline:

Release Request for Grant Proposal: February 28, 2019

Grant proposals due: April 25, 2019, 5:00 pm PDT

Review period (anticipated): April – May 2019

Announce funding (anticipated): May 2019

Grant agreements executed (anticipated): August 2019

Invoices for refrigeration units must be submitted to CDFA within 60 days of purchase.

Compliance and Reporting:

Once awarded a grant, recipients may be asked to provide additional information for program evaluation purposes. A CDFA representative or designee will work with recipients to address questions and obtain data; and business customers may be interviewed. Site visits may be conducted. Grantees must also submit a written report after one year answering questions including produce sale information and any challenges to implementation.

Recipients must comply with all state and local regulations. Documentation that businesses hold required permits may be requested.

Proposal Review and Evaluation:

CDFA will conduct an initial administrative review of proposals to determine whether all application requirements have been met. Proposals that have met all application requirements will receive a technical review to evaluate the merits of the grant request based on the published scoring criteria.

APPEAL RIGHTS: Any discretionary action taken by the Office of Farm to Fork may be appealed to CDFA’s Office of Hearings and Appeals within ten (10) days of receiving notification. The appeal must be in writing and signed by the responsible party named on the grant application or his/her authorized agent. It must state the grounds for the appeal and include any supporting documents and a copy of the Office decision being challenged. The submission must be sent to the California Department of Food and Agriculture Office of Hearings and Appeals, 1220 N Street, Suite 315, Sacramento CA 95814 or emailed to CDFA.LegalOffice@cdfa.ca.gov. Appeals not received in this timeframe will be denied.

CDFA reserves the right to ask applicants clarifying questions about their applications and to work with selected applicants to modify their proposals.

There are two concurrent RFPs. This is the RFP for corner stores and small businesses. Grant funds are available solely for the purchase of refrigeration equipment. Applicants will apply for an “up-to amount” based on the cost of the unit or units desired. If awarded a grant, applicants will purchase an energy efficient refrigeration unit (or units), submit the receipt to CDFA, and can expect to be reimbursed within 45-60 days after invoicing in most circumstances.

Proposal Questions:

1. Contact information for business:

Name of business:

Physical Address:

Website (write n/a if none):

Phone:

Email:

2. Business federal tax ID number:

3. Mailing address of business if different from physical address:

4. Contact information for business owner:

Name:

Address:

Phone:

Email:

5. Contact person for this grant, if different from the owner:

Name:

Address:

Phone:

Email:

6. **Type of Business:**
7. **Do you accept EBT/SNAP/CalFresh benefits? If so, what is your FNS number?**
8. **What type of fresh produce and how much of it did you sell in the past month?**
9. **What type of CA-grown produce, nuts or minimally processed foods do you want to stock – and what has led you to choose these items?**
10. **Where will you get CA-grown produce, nuts or minimally processed food items to stock?**
11. **If awarded a grant, will you add more CA-grown produce, nuts or minimally processed foods, and/or offer a broader selection of CA-grown produce, nuts or minimally processed foods for sale? Please explain.**
12. **If requesting multiple types of units, explain the location and purpose for each (for example: two units to sell produce in a corner store; one cart to sell from a farm stand; and one refrigerated truck to bring produce from a farm to corner stores):**
13. **Please specify type, make and model of unit or units desired. If unknown write “considering.” Note that you must specify the exact equipment to receive full points in scoring.**
 - **If you plan to use a utility rebate program for energy efficient units, specify which utility program.**
 - **Specify if you are selecting Energy Star certified units or equipment that meets the same efficiency standards.**
 - **If requesting stand-alone units that do not meet Energy Star efficiency standards, explain why this type of unit is needed and explain any energy efficiency measures you will take, such as add-ons.**
 - **If requesting any units other than stand-alone, such as carts, trucks, or other, describe why this equipment is needed and any energy efficiency measures you will take.**
 - **Specify if you plan to use low global warming potential (GWP) units.**
 - **See Scoring section and Appendices A and B for energy efficiency and GWP guidelines.**

14. Total up-to amount requested for the purchase of the unit or units and, if relevant, any additional energy efficiency features, such as night curtains for an open case if that is a separate cost – on separate line items:

Equipment	Number of units	Cost
Stand-alone, stationary refrigeration unit(s)		
Other allowable refrigeration unit(s) (such as mobile cart or refrigerated truck) Type(s):		
Energy efficient add-on(s) Type(s):		
Totals		

15. Would you like to be connected to a corner store or small business owner with experience selling fresh produce who can provide best practices advice? CDFA cannot guarantee a match but may be able to facilitate a connection. *Answers to this question will not affect award decisions.

16. Where did you learn about this opportunity? *Answers to this question will not affect award decisions.

17. Who has prepared this application, if not the store or small business owner? *Answers to this question will not affect award decisions.

Name:

Professional Title:

Email:

Phone number:

Scoring: 100 Points Possible

Neighborhood/population served: low income, with low access to full service grocery stores. **20 points.**

- Highest need locations and populations based on income, proximity to grocery stores, and other demographic information will be prioritized.

Currently accepting or plans to accept EBT/SNAP/CalFresh: **15 points**

- Small businesses other than corner stores will be disqualified if not accepting nutrition benefits.
- If your business is currently in process of being authorized to accept nutrition benefits, you may submit documentation and your application can be considered but will not earn full points.

Already selling produce: **15 points**

Knowledge of customer demand: **15 points**

Plan for procurement/distribution/adding more CA-grown items or diversifying the selection of CA-grown items for sale: **20 points**

Energy efficient selection: **10 points**

- To earn full points, applicants must either:
 1. utilize a utility rebate program, OR
 2. select either:
 - ENERGY STAR certified equipment, or
 - equipment aligned with ENERGY STAR certification levels
- See Appendix A for further details and links to information

Climate-friendly/low GWP equipment selection: **5 points**

- See Appendix B for information and links
- **Applicants may wish to select ENERGY STAR certified products that use low GWP refrigerants (linked in Appendix B) OR equipment that meets equivalent standards to receive full points for both energy efficiency and low GWP.**

Questions? Email cafarmtofork@cdfa.ca.gov with questions about this application.