

FY2023 Food Access Fund

Information Session



PURPOSE

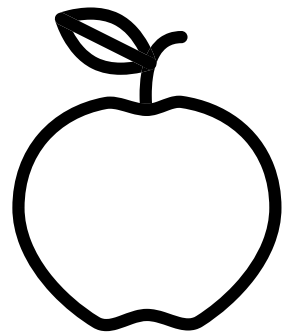
The purpose of the Food Access Fund (FAF) is to increase equitable access to fresh, healthy, and affordable food by securing grocery stores, restaurants, fast casual restaurants and other food access points in areas with low food access, with a focus on Wards 7 and 8.

APPLICATION TIMELINE

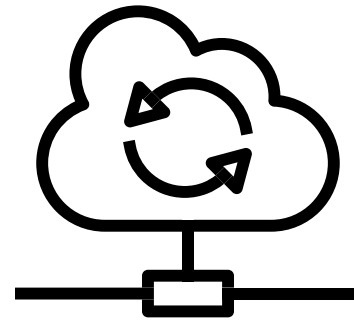
<p><i>December 12, 2022</i> Applications Opened</p>	<p>Application is accessible at the Food Access Fund page: https://dmped.dc.gov/page/food-access-fund</p>
<p><i>January 13, 2023</i> <i>5:00 PM EST</i> Applications Close</p>	<p>No application will be accepted after this date</p>
<p>Applications Review Period</p>	<ul style="list-style-type: none"> • Initial Screening: ensure that all required forms, signatures, and documents are present • Independent Review Panel: conducted by a third party review, who will submit their scoring and recommendations • Final Review: DMPED will evaluate prior reviews and make final recommendations
<p>Award Notifications</p>	<p>Anticipated time for processing applications is approximately 45 days after date of application close</p>



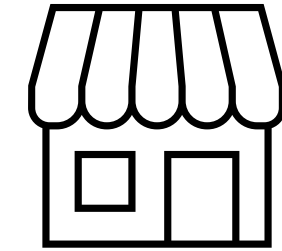
FUNDING PRIORITIES



Improve access to food options for residents of areas that currently have low food access by encouraging existing food-related businesses to expand their operations to a new location in areas with low food access



Expand the local food ecosystem and support fresh food retailers and providers through grants

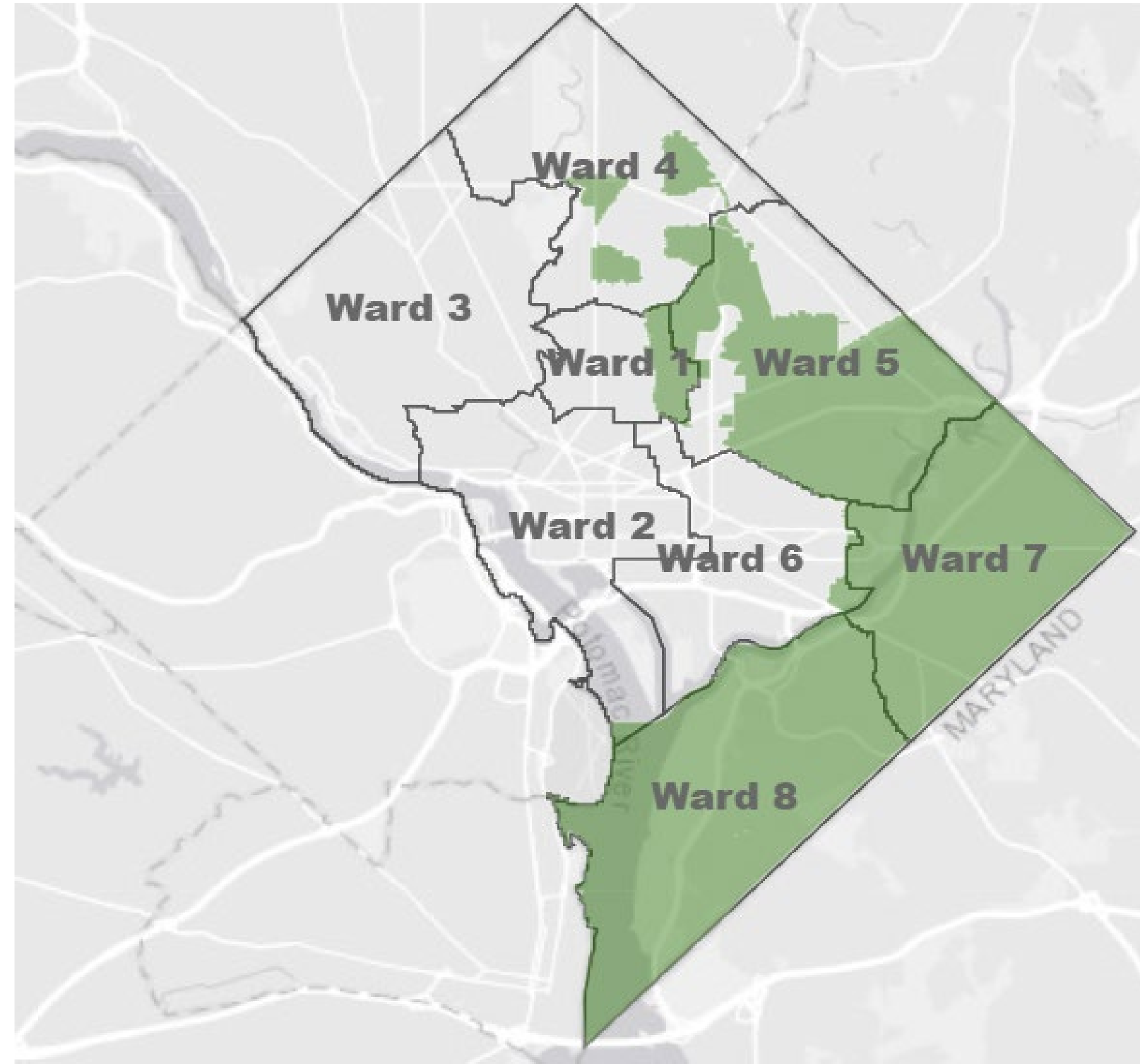


Invest in businesses, particularly small businesses

ELIGIBLE AREAS

Check location
eligibility on the
Food Access Fund
Eligibility Map

<https://dcgis.maps.arcgis.com/apps/webappviewer/index.html?id=cbe9fd4048c541c69d79ce313b5028ba>



ELIGIBLE APPLICANTS

Defined as: Existing food-related businesses with at least two (2) years of revenue generating operations and new concept brands of existing food-related operators, which are expanding to a new location in an area with low food access

- Full-service grocery stores
- Restaurants, prioritizing those with a dine-in component
- New concepts of existing food related operators
- Taverns
- Neighborhood-based eligible food operators
- Local Business Enterprise (LBE) eligible food operators (as defined by DSLBD)
- Food Halls
- Property owners, on behalf of food-related business tenants, which must be identified.

(Preference will be given to property owners who commit to securing locally minority-owned or women-owned businesses.)

ELIGIBLE APPLICANTS

For all applicants:

- Applicants must commit to commence construction on the project within eighteen (18) months of the date of the executed grant agreement.
- The property owners/landlords/development team of the associated project must demonstrate a commitment to support the sustainability of the tenancy by providing specific amenities and inducements, which must include improvements, rent concessions and/or abatements.
- Refer to RFA for additional Minimum Requirements

INELIGIBLE APPLICANTS

- Adult entertainment
- Auto body repair
- Bank
- Construction / general contraction / architecture / design-build
- Dessert business
- E-commerce business
- Financial services
- Home-based
- Hotel
- Liquor store
- Nightclub, as defined by ABRA and DCRA licensure
- Phone store
- Professional services
- Real estate development / property management / realtor
- Seasonal (open only part of the year)
- Developers / Property Owners that received Neighborhood Prosperity Fund (NPF) awards within the last two (2) years of 12/12/2022, are not eligible to apply for an awarded project, *unless* the Developers/Property Owners are also the operators of the business at the property.
- Expansion into additional space at an existing location

FUNDING USES

ELIGIBLE

- Build-out of new or vacant space
- Purchase and installation of
 - heavy equipment
 - fixtures
 - furniture that is permanently attached to a wall, floor, or ceiling
- Rent
- Furniture, Fixtures, and Equipment essential to the performance of the food related business
- Security (for applicable grocery stores)
- Mortgage (limited to amount specified in the RFA)

INELIGIBLE

- Debts
- Expenses associated with preparing this application
- Inventory
- Legal fees
- Marketing
- Payroll
- All expenses not listed as eligible uses of funds

AMOUNT OF AWARD

Maximum award amount per applicant is based on the following applicant category:

- Grocery Stores – up to \$243.17 / SF for tenant improvement, rent, and security
- Restaurant – up to \$303.01 / SF for tenant improvement and rent

Funding will be distributed to grantees in **three (3) disbursements** at the

- Commencement of construction and Lease Execution
- Approval of a Certificate of Occupancy
- On the first day after one year of operations

Grant funds are considered taxable income for any applicant which pays income taxes.

SCORING CRITERIA

SCORING CATEGORY	TOTAL POINTS
Project Summary	20
Community Impact	20
Market Feasibility	15
Financial Viability	15
Business Experience	15
Job Retention, Proposed Job Creation, and Economic Benefits	10
Certified Business Enterprise Commitment	5
TOTAL	100

SCORING CRITERIA

SCORING CATEGORY	KEY POINTS
Project Summary	<ul style="list-style-type: none"> • Concise description of the concept, the implementation work and operations of the business • Description of the required work that funds are being requested for • Project timeline, clearly demonstrating commencement of construction within 18 months of a grant agreement • Concept plan, including square footage and space allocation
Community Impact	<p>Responses to how funding to the project will:</p> <ul style="list-style-type: none"> • activate the area to positively enhance the neighborhood and community • supports the applicant's ability to maintain a viable physical and economic presence in the designated area • meet the program's priorities • contribute to diversity of healthy food and food service businesses that allow for on -site dining.

SCORING CRITERIA

SCORING CATEGORY	KEY POINTS
Market Feasibility	<ul style="list-style-type: none">• Concise description of the site and the immediate surrounding areas.• Analysis with a focused assessment of the business..• A precise statement of key conclusions reached by the analysis and a statement of opinion of market feasibility,• Changes and/or modifications in business which illustrate growth or anticipate growth through change in business approach, product delivery/consumer -focused strategies, new product offerings, and the like.

SCORING CRITERIA

SCORING CATEGORY	KEY POINTS
Financial Viability	<ul style="list-style-type: none"> • Required financial documents, including the prior two (2) years (for existing businesses) or three (3) years (for new concept brands) <ul style="list-style-type: none"> • Balance Sheet reflecting the assets, liabilities and net worth of the business • Income Statement/Profit and Loss Statement. • Project budget including sources and uses of funds, and the immediate funding gap (use Attachment H template). • Budget narrative providing justifications for all budget items in detail • Business pro forma forecasting at least three years
Business Experience	<ul style="list-style-type: none"> • List of all major participants, contact information, and a description of prior related experience

SCORING CRITERIA

SCORING CATEGORY	KEY POINTS
Job Retention, Proposed Job Creation, and Economic Benefits	<ul style="list-style-type: none"> • The number of direct job that will be created or retained • The number of temporary jobs (i.e. construction) and permanent jobs. • Whether or not the jobs provide living wages • The extent to which jobs created or retained will target persons living in Ward 7 or Ward 8, and people who face other barriers to employment
Certified Business Enterprise Commitment	<ul style="list-style-type: none"> • A commitment towards and a realistic plan to support the local economy by contracting with Certified Business Enterprises (CBE) for proposed project for at least 35% in accordance with D.C. Official Code § 2-218.46.

Refer to RFA for full requirements

APPLICATION REQUIREMENTS

- The grant will be awarded pursuant to the Local Food Access Grants Emergency Amendment Act of 2021 and in accordance with all other applicable federal and District statutes and regulations.
- The period of performance of each grant will be the date of grant execution and shall remain in effect through September 30, 2025. The District's period of agreement and financial obligation for the grant will be from the date of execution through September 30, 2025.
- DMPED reserves the right to accept or deny any or all applications if it is determined to be in the best interest of DMPED to do so. DMPED shall notify the applicant if it rejects their application. DMPED reserves the right to suspend or terminate an RFA.
- DMPED reserves the right to issue addenda and/or amendments subsequent to the issuance of this RFA, or to rescind this RFA.
- DMPED shall not be liable for any costs incurred in the preparation of applications in response to this RFA.
- DMPED may conduct pre-award on-site visits to verify information submitted in the application and to determine if the applicant's facilities are appropriate for the services intended.

APPLICATION FORMAT

- Verify that the application form is prepared on 8 ½ by 11-inch page format, using 11 – or -12 -point Arial, Calibri, or Times New Romans type.
- The application is submitted electronically to DMPED'S application portal: [GrantVantage](#).
- The application includes only the requested information below:
- Narrative for Food Access Fund Applicant
 - Project Summary
 - Community Impact
 - Market Feasibility
 - Financial Viability
 - Business Experience
 - Job Retention, Proposed Job Creation, and Economic Benefits
 - Certified Business Enterprise Commitment
- Requested Appendices and Attachments per the RFA

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CONTACT INFORMATION

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