



Addressing College Hunger Initiative Request for Applications

Fiscal Year 2022

Funding Application:

**Addressing College Hunger at New Mexico's Public and
Tribal Higher Education Institutions**



Purpose of Grant and Problem It Solves

The New Mexico Higher Education Department (NMHED) is accepting applications for fiscal year (FY) 2022 titled Addressing College Hunger at New Mexico’s Public and Tribal Higher Education Institutions Grant. The purpose of this program is to address food insecurity and initiatives that address hunger at New Mexico’s public and Tribal higher education institutions. The grant is designed to assist colleges and universities build essential capacity and infrastructure to create or support efforts to address issues of food insecurity for students, promote wellness, and help outreach to vulnerable students who may experience hunger on a daily basis.

Available Funding

A total of \$100,000 will be awarded. Five (5) individual grants of \$20,000 will be awarded.

Eligible Applicants

1. Public, post-secondary, higher education institutions or Tribal colleges in New Mexico
2. Non-profit organizations that work with college students and/or public or Tribal higher education institutions to address food scarcity issues

Key Dates

Application Open	October 27, 2021
Application Deadline	December 20, 2021
Review of Award	January 17, 2022
Announcement of Award	January 31, 2022



Evaluation Criteria

The New Mexico Higher Education Department (NMHED) will select awardees based on the following:

1. Alignment of proposed activities with the purpose of the grant;
2. Cost of service relative to need and cost efficiency;
3. Track record of work with student populations;
4. Demonstrated commitment to addressing one or more areas of the six criteria in the framework for a “Hunger-Free Campus Designation.” The six criteria are:
 - Campus has an established on-campus food pantry or partnership with a local food bank to provide regular, on-campus food distributions;
 - Campus provides information to students on SNAP and other programs that reduce food insecurity;
 - Campus partners with any local farms, non-profit organizations, or supports a campus farm to provide fresh food;
 - Campus holds or participates in at least one hunger awareness event per academic year;
 - Campus has an established emergency assistance grant that is available to students; and
 - Campus has an established hunger task force that meets a minimum of two times per academic year.

Grant Period

March 15, 2022 – March 15, 2023



**New Mexico Higher Education Department
Funding Application Cover Sheet**

Name of Higher Education Institution or Organization _____

Tax identification number _____

DUNS number _____

Address

City

State

Zip Code

Chief Executive Officer of Organization – Printed Name

Chief Executive Officer of Organization – Signature

Date

Primary Contact

Phone Number

E-mail Address of Primary Contact



Funding Application Narrative Checklist

Deadline: December 20, 2021

In a separate document, please provide a response to each of the prompts below. Please make sure to attach cover sheet to your document.

1. Title of Project:

2. Which Grant Category are you applying for? (Please check ONE; lists are illustrative not exhaustive)

- Food to Campus/Direct Services:** Low cost/free access to campus dining plans, farm to campus initiatives, campus food pantries, micro-pantries, innovations to food distribution systems to support food insecure students
- Campus Policymaking/Data Collection:** Campaigns to de-stigmatize hunger initiatives, resources to tell students where they can get help, student organizations, wrap around services, surveys
- Convenings:** statewide gathering for professionals and students addressing college hunger, curriculum development, starting statewide college hunger organization

3. Project: Outline the nature and scope of your proposed project. Describe the College Hunger initiative that you are going to undertake. What's the specific problem you are addressing? Understanding that food scarcity issues impact different institutions regionally, how would you measure successful outcomes from this project? (1000 words max).

4. Organization: The New Mexico Higher Education Department's goal is to address food, hunger, and farming at New Mexico's higher education institutions using a framework called the "Hunger-Free Campus Designation" that requires the following six criteria for higher education institutions. Please review the criteria and report the current status of each at your institution. Whether yes or no, provide a brief description (1-3 sentences each).

- Does your campus have an established on-campus food pantry or partnership with a local food bank to provide regular, on-campus food distributions?
- Does your campus provide information to students on SNAP and other programs that reduce food insecurity?
- Does your campus partner with any local farms, non-profit organizations, or do you have a campus farm to provide fresh food?
- Does your campus hold or participate in at least one hunger awareness event per academic year?



- Does your campus have an established emergency assistance grant that is available to students; and
- Has your campus established a hunger task force that meets a minimum of two times per academic year?

5. Confirming Participation: Describe the activities and strategies you will employ to ensure the most impacted groups are participating in your proposed project. (500 words max)

6. Networking: Describe how your organization will coordinate with other partners to address food scarcity on your campus. (500 words max)

7. Data: Describe how you will gather and document the data necessary to demonstrate the effect of your work. (750 words max)

- In addition to common metrics, how do you recommend we measure success?
- Questions for consideration: How do you measure impact of a full belly? How do you measure stress reduction from not having to worry about where your next meal comes from?
- Which data collection methods are most helpful to your project? (E.g. testimonials, feedback from impacted groups, etc.)

8. Budget: Provide a detailed budget in Excel, similar to the table below as an example.

Line item (please group items by category, with sub-items. See example below)	Expense/cost	Justification (please provide a brief explanation)
<i>E.g., Materials</i> Laptops, printer, monitor stands, etc.	\$2,000	New student centers will need these materials for an appropriate workspace.

When you submit your application, please combine all relevant items into one PDF and save the file as “*ACRONYMofyourschool/org.addressHNGR.12.21*”. For example: “*NMHED.addressHNGR.12.21*.”

Submit completed applications via email to:

Edna Quiñonez, Executive Administrative Coordinator
edna.e.quinonez@state.nm.us

If you have any questions, call (505) 476-8400