



Portland Public Schools Food Fund Request for Proposals

Mission of Portland Public Schools Food Fund

Hosted by the Foundation for Portland Public Schools and made possible with donations from the community, the fund builds food security for Portland Public Schools (PPS) students with investments determined by Food Fuels Learning (FFL). It is intended to support comprehensive food access for families most vulnerable to food insecurity within the school food system.

Food Fuels Learning Overview

Food Fuels Learning was started by a parent who saw children coming to school hungry. With the support of the Superintendent and the Cumberland County Food Security Council, this community-driven effort was born. Meeting with over 200 members of the Portland, Maine community about their greatest successes and struggles within the school food system, we published the 2018 FFL report with recommendations from PPS food security champions. Food Fuels Learning continues to be a network of caring and dedicated champions who work to ensure students are nourished and thriving.

The Food Fuels Learning mission is to build food security in schools through comprehensive research and community-based action. We believe that food fuels learning and all students have the right to nutritious food that allows them to attain their full potential.

Eligibility Criteria

All applicants must illustrate that the proposed project:

- Bolsters the food security of PPS students
- Advances at least one, but preferably more, recommendation(s) from the 'Food Fuels Learning: A Portland Public Schools Food Security Needs Assessment'. For a complete list of recommendations, please see the list attached to the end of this Request for Proposal (RFP)
- Has a letter of support from the principal(s)
- Has adequate school community support for implementation (e.g., parents, staff, teachers have the capacity to perform proposed project)
- Demonstrates willingness to participate in the FFL Network (e.g., attend Quarterly Reports, action group meetings, join mailing list)

Examples of potential projects:



- Paying off school lunch balances
- Buying food for school pantries
- Development and maintenance of gardens and greenhouses at schools
- Nutrition education curricula and supplies
- Support for celebrations of local food in the schools including engaging students in growing and preparing some of their food

Grant Range

For one school: \$100 - \$400

For collaborative projects (multi-school): \$100 - \$1,500

Funding & Implementation Timeframe

Grants will be awarded for one-year grant cycles, beginning December 2, 2019 through December 1, 2020. Grants need to be used in full before the end of the one-year cycle. If grantees elect not to use the entire amount in the one-year cycle, it will return to the Food Fund.

Grants will be distributed to each project's principal. In the case of a collaborative project, a lead principal will need to be identified by grantees.

Grant Timeline

Release of RFP	September 16, 2019
Proposal Due Date	October 31, 2019
Proposal Review	November 1, 2019 - November 15, 2019
Grantees Announced	November 22, 2019
Grants Distributed	December 2, 2019
Grant Reporting Due	June 1, 2020 & December 1, 2020

Method of Submission

The RFP and application is available on the PPS website (portlandschools.org) and the FFL website (foodfuelslearning.org).



Selection Committee

Food Foods Learning will convene a Selection Committee including FFL Leadership Team members, the Food Service Director, the Superintendent, School Board, and representation from the Portland Education Foundation.

Selection Committee members agree that they will: 1) read all proposals in full, 2) judge proposals using the PPS Food Fund Evaluation Form, and 2) attend an in-person selection meeting during the Proposal Review phase (November 1- November 15, 2019).

At this time, the Selection Committee is particularly interested in supporting projects that advance access to charitable food and increase participation in the federal nutrition programs. The Selection Committee will prioritize funding grants at schools that serve students experiencing high needs (i.e., high rates of food insecurity measured by the percentage of students that qualify for free or reduced lunch).

Special consideration will be given to student projects and projects led by folks who have, or are currently experiencing, food insecurity.