

MONTGOMERY COUNTY GOVERNMENT
Office of Grants Management
Notice of Funding Opportunity (NOFO)

FY25 Food as Medicine Grant Program
Stage One Application

Program Summary: The Office of Food Systems Resilience (OFSR) and the Office of Grants Management (OGM) are soliciting applications from eligible organizations for the first stage of the FY 2025 Food as Medicine Grant Program. \$750,000 in total grant funding will be available in early 2025 to support innovative programs that increase access to culturally diverse, medically-relevant, nutritious, and locally produced food for Montgomery County children and households with children ages 0-18 who are: 1) currently at high-risk or actively experiencing diet-related disease and 2) at risk of or currently experiencing food insecurity.

The FY25 Food as Medicine Grant Program is a two-stage process. The goal of Stage One is to identify potential project partner organizations in the following categories: pediatric primary care healthcare providers, food assistance program operators, food educators, and food businesses including farms, producers, and wholesalers/distributors.

Organizations can 1) **jointly submit a Stage One Application as an Established Partnership*** that can perform all of the required project tasks **AND/OR** 2) **submit an Individual Organization Stage One Application indicating which specific project tasks the organization can provide.** If your organization wishes to apply for both funding as part of an Established Partnership, *and* as an Individual Organization to pursue the establishment of new, additional partnerships, please submit separately both a joint and individual Stage One Application. Organizations may be named as a collaborator in multiple “Established Partnership” type applications. Organizations may not submit multiple “Individual Organization” type applications.

*An Established Partnership includes multiple organizations that have chosen, prior to applying through the Stage One Application, to collaborate on delivering all key, required services.

Following the closure of the Stage One Application period, interested and qualified Individual Organization applicants will be “matched” by OFSR with other applicants based on project Required Task capacity, alignment of geographic preferences, population served, or other relevant factors. OFSR will notify organizations of their proposed matches, and if all applicants accept, partners will collaborate to design a strategy, project, and Stage Two Application for the FY25 Food as Medicine Grant Program. Established Partnership applicants that meet all eligibility criteria will also be invited by OFSR to submit a Stage Two Application for this Grant Program. A separate FY25 Food as Medicine Grant Program Stage Two Application Notice of Funding Opportunity (NOFO) will be released alongside the results of Stage One.

All awarded grants **will be able to accomplish all of the following Required Tasks:**

- **Screen children or households with children for food insecurity and diet related disease** by a qualified healthcare provider in a pediatric primary care setting;
- **Directly provide or provide referral to food assistance** for all households identified as food insecure;
- **Source and distribute medically-tailored food assistance** to households experiencing diet-related diseases **and** food insecurity;
- **Offer nutrition education**; and
- **Collect and report data** on population served and intervention impact on food security and health outcomes.

Key Program Dates:

- **Stage One: Expressions of Interest**
 - **Applications Open: December 13, 2024 at 11:59 am**
 - **Information Session: December 18, 2024 from 10:00-11:00 am**
 - **Submission Deadline: January 6, 2025 at 11:59 pm**
 - **Review decisions and match assignments announced: January 17, 2025**
- **Stage Two: Full Grant Application**
 - **Program Opens for Grant Applications: January 21, 2025**
 - **Information Session: January 27, 2025 from 1:00-2:00 pm**
 - **Submission Deadline: February 24, 2025**
 - **Anticipated Award Notification in mid-March 2025**

Key Program Resources:

- **Online Grants Application Platform:** <https://mcmdgrants.smapply.org/>
- **Program Page:** <https://mcmdgrants.smapply.org/prog/FY25FAM>
- **Stage One:** [Click to join the Information Session OR for an event recording](#)
- **Stage Two:** [Click to join the Information Session OR for an event recording](#)

Grant Program Details, Submissions, and Support: Application details can be downloaded and application may be submitted through the Online Grants Application Platform through the links above. Applicants requiring an Americans with Disabilities Act (ADA) accommodation should contact OGM to discuss alternative submission options. Applications that are incomplete, do not meet legal requirements, or are submitted after the deadline will not be accepted. For alternate ADA submission options please contact the Office of Grants Management using the contact information below:

Ali Hoy, Program Manager II
 OGM
 (240) 773-3384
grants@montgomerycountymd.gov

For any technical questions related to the application, please contact the OFSR using the contact information below:

Catherine Nardi, Program Manager
 OFSR
 (202) 816-9083
Catherine.Nardi@montgomerycountymd.gov

TABLE OF CONTENTS

Section I	Grant Program Information	4
	Background	4
	Target Population	5
	Funding Priorities	5
	Eligible Organizations	6
	Award Amounts and Duration	7
	Stage One Application Review, Matching, and Response	7
	Submission Guidelines	7
	Information Session	8
	Terms and Conditions	8
Section II	Application Tasks	10
Section III	Certifications, Acknowledgements, & Assurances	14

SECTION I – STAGE ONE APPLICATION GRANT PROGRAM INFORMATION

A. Background

The OFSR, in partnership with the OGM, is soliciting Stage One Applications for the County’s FY 2025 Food as Medicine Program to address diet-related health challenges in children ages 0-18 through increased access to culturally diverse, medically-relevant, nutritious, and locally produced food. Funding may be awarded to new initiatives or to existing projects that could be expanded to address the priorities of this program.

The Strategic Plan to End Childhood Hunger was initiated by the passage of Resolution Number 19- 1235, which was introduced in the Montgomery County Council by then-Council President Gabe Albornoz in May 2022. County Council, County Executive Marc Elrich, the Department of Health and Human Services, the Office of Food Systems Resilience, and the Montgomery County Food Council collaborated to design a comprehensive strategy to end childhood hunger in the County, harnessing the expertise of more than 1,300 residents and organizations. The Plan includes 14 recommendations to address food access barriers and reduce food insecurity across all childhood age groups; one of the novel approaches identified in the strategy is the implementation of “Food as Medicine” programs.

According to the [American Society for Nutrition](#), “Food as medicine, also known as ‘food is medicine,’ sits at the crossroads of nutrition and healthcare. It may take many forms, including medically tailored meals, medically tailored groceries, and produce prescription programs.” Clinicians and pediatricians already screen children for food insecurity as a standard practice, and in a “Food as Medicine” model, “prescribe” free produce, protein, and other nutritious food to children to address or prevent diet-related disease and mitigate the negative health impacts of insufficient and inconsistent access to food.

About the Office of Food Systems Resilience: Bill 20-22 established the OFSR as a non-principal office of the County’s Executive Branch. The OFSR works to make the County’s food system more resilient and equitable to improve the health of residents, the economy, and the environment. The Office serves as the liaison between County agencies and community partners with the goal of addressing the conditions which lead to food insecurity for residents. The OFSR will work with the OGM to oversee the Food as Medicine Grant Program.

About the Office of Grants Management (OGM): OGM is the central point of contact for all grants that the County receives or awards. OGM also develops countywide policies and procedures regarding grants management and ensures these are consistent with the County’s racial equity and social justice goals, performs outreach regarding grants offered by the County and other grants functions. For additional information on other Montgomery County grant programs, please [visit the OGM website](#).

B. Target Population

The target population served by this Grant Program is Montgomery County youth and households with children aged 0-18 in underserved communities¹ that are currently experiencing or at risk of experiencing food insecurity and are experiencing, or at risk of, diet-related health conditions. The target population served by this Grant Program is Montgomery County youth and households with children aged 0-18 in underserved communities² that are currently experiencing or at risk of experiencing food insecurity are experiencing, or at risk of, diet-related health conditions.

Feeding America estimates that 33,840 children (13.9% of all children) in Montgomery County face food insecurity, and the US Census Bureau estimates that 77,000 children live in households with incomes below the self-sufficiency standard, which is the amount needed to meet a family's basic needs (i.e. with household incomes around 400% of the Federal Poverty Level for Montgomery County). These households may not have sufficient resources to support access to healthy diets and meet other health-related needs and may not meet the eligibility requirements for programs like SNAP, WIC, and free school meals.

C. Funding Priorities

The Office of Food Systems Resilience will prioritize proposals that:

- Support the local food economy through purchasing partnerships with County farms, locally-owned retailers, and/or DMV-region businesses owned/operated by individuals representing historically underserved communities;
- Distribute food tailored to the recipient's cultural and personal preferences and dietary restrictions.
- Leverage additional resources to support this program, including in-kind contributions, direct organizational investment, non-county public dollars, and secured outside grant funds; and
- Align with the OFSR's core values:
 - Equity: all efforts should address social injustice and racial disparities to build equity and food sovereignty in our community.
 - Systems-based: strategies should focus on identifying, maximizing, and addressing the interconnections of food issue areas, simultaneously

¹ This program uses the same definition of underserved communities as the January 20, 2021 Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government. The term "underserved communities" refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQIA+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

² This program uses the same definition of underserved communities as the January 20, 2021 Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government. The term "underserved communities" refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQIA+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

contextualizing their benefits and their impacts on production, access, natural resources, education, and economy.

- Innovative: to transform our food system, novel approaches, creative ideas, and best practices models from other jurisdictions are critical.
- Data-driven: strategic policy and investment decisions require intentional and reliable data collection and analysis, and solutions with clearly defined success metrics and measurable impact.

Established Partnership applications **must accomplish all of the following Required Tasks** while Individual Organization applications must cite **which specific Required Tasks they are able to accomplish.**

- **Screen children or households with children for food insecurity and diet related disease** by a qualified healthcare provider in a pediatric primary care setting;
- **Directly provide or provide referral to food assistance** for all households identified as food insecure;
- **Source and distribute medically-tailored food assistance** to households experiencing diet-related diseases **and** food insecurity;
- **Offer nutrition education;** and
- **Collect and report data** on population served and intervention impact on food security and health outcomes.

Examples of project models that will be considered for funding include, **but are not limited to:**

- Produce prescription programs that provide households with a mechanism (voucher, store credit, CSA membership, etc.) to shop for nutritious, medically relevant foods at a grocery store, local on-farm or farmers market, etc.;
- Medically-tailored meals that are home delivered through a community-based food assistance provider to a youth patient and their family following direct referral from a healthcare provider;
- Pre-packed produce boxes sourced from a Montgomery County farm or local farm aggregator, distributed at the healthcare facility at a pre-scheduled day/time on a weekly or bi-weekly basis to youth patients and their families;
- A fresh food pantry or choice market co-located at the healthcare provider site where households can select nutritious produce, meat, shelf stable, or other grocery items.

D. Eligible Organizations

Organizations listed below can submit an application:

- A Montgomery County based pediatric healthcare provider;
- A Montgomery County based food assistance provider organization;
- A Montgomery County based farm or food business (including wholesale or retail food distributors);

- A Montgomery County based nutrition education provider with a demonstrated performance history serving the target population; or
- A partnership that includes two or more of the previously listed organizations.

This Grant Program is **NOT** limited to 501(c)(3) nonprofit organizations.

Applicants must meet all of the following Grant Program and Montgomery Eligibility Conditions.

Grant Program Eligibility Conditions:

- Applicant(s) must demonstrate the ability to conduct the proposed project; and
- Proposed expenses must be for a new activity, expansion of existing activities, or a combination of both. County funding cannot be used to supplant other funding for already planned activities.

Montgomery County Eligibility Conditions:

- The organization must be currently registered and in Good Standing with the Maryland State Department of Assessments and Taxation (SDAT);
- The organization’s principal place of business must be located in Montgomery County; if a national or regional organization, it must have a location in Montgomery County through which it provides related services;
- All activities and expenditures under this Grant Program must be provided in Montgomery County, and be exclusively for Montgomery County residents; and
- Current Montgomery County contract or grant award winners must be current on all reporting obligations for other awards and those reports must reflect substantial progress towards the goals of their awards.

Co-applicants or named partners in the proposal, such as community-based organizations providing food assistance services or Montgomery County-based food producers or retailers should also be registered and in Good Standing with SDAT as well as current on any reporting obligations to Montgomery County.

E. Award Amounts and Duration

No awards will be distributed as a result of Stage One. Expected final awards distributed after Stage Two of the application will likely range from a minimum of \$50,000 with a possible maximum award of up to \$750,000 to single partnership.

G. Stage One Application Review, Matching, and Response

After the application period closes for Stage One, OFSR and OGM will first evaluate whether applicants meet the eligibility criteria stated within this NOFO. All eligible and interested Individual Organization applicants will then be “matched” with other applicants based on project Required Task capacity, alignment of geographic preferences, population served, or other relevant factors. OFSR will notify organizations of their proposed matches, and if all applicants accept, partners will collaborate to design a strategy, project, and Stage Two Application for the FY25 Food

as Medicine Grant Program. Established Partnership applicants that meet all eligibility criteria will also be invited by OFSR to submit a Stage Two Application for this Grant Program.

Responses to Stage One applications from the OFSR and OGM are expected to be released via email before the start of Stage Two on January 17, 2025. A separate FY25 Food as Medicine Grant Program Stage Two Application Notice of Funding Opportunity (NOFO) will be released alongside the results of Stage One.

H. Submission Guidelines

Stage One applications must be submitted through the Montgomery County Office of Grants Management - Grants Application Platform through the links posted on the first page of this document. Once the applicant clicks on the link, they will be prompted to create a SM Apply account, select the FY25 Food as Medicine Grant Program, and then will be able to access the grant application. Applicants requiring an Americans with Disabilities Act (ADA) accommodation should contact the Office of Grants Management (contact listed on the first page of this document) to discuss alternative submission options.

Applications are due no later than Monday, January 6th 2025 at 11:59 PM. All applications will be recorded upon receipt. Applications received after the deadline will be disqualified and will not be forwarded to the Review Panel for funding considerations. Any additions or deletions to an application, unless requested by the Office of Food Systems Resilience, will not be accepted after the deadline. Applications with incomplete, illegible, or corrupted digital materials will not be considered. Please note that technical assistance for applicants will not be available outside of normal business hours.

I. Information Session

An FY25 Food as Medicine Grant Stage One Information Session will be held **December 18, 2024 from 10-11am.** The link to participate in the Information Session live or to view an event recording afterwards can be found on the first page of this document or on the FY25 Food as Medicine Grant application page.

J. Terms and Conditions

- County reserves the right to accept or deny any or all applications if the County determines it is in the best interest of the County to do so. The County shall notify the applicant if it rejects that applicant's proposal. The County reserves the right to suspend or terminate an outstanding Grant Program.
- The County reserves the right to issue addenda and/or amendments subsequent to the posting of a Grant Program.
- The County shall not be liable for any costs incurred in the preparation of applications in response to the Grant Program. Applicant agrees that all costs incurred in developing the application are the applicant's sole responsibility.
- The County may conduct pre-award on-site visits or request additional information to verify information submitted in the application and to determine

if the applicant's facilities are appropriate for the services proposed.

- The County may enter into negotiations with an applicant and adopt a firm funding amount or other revisions for the applicant's proposal that may result from negotiations. The County shall provide the citations to the statute and implementing regulations that authorize the grant; all applicable federal, State, and County regulations; payment provisions identifying how the grantee will be paid for performing under the award; reporting requirements, including programmatic, financial and any special reports required by federal, state, or County law and/or the granting department; and compliance conditions that must be met by the grantee. If there are any conflicts between the terms and conditions of the Grant Program and any applicable federal, State, or County law or regulation, or any ambiguity related thereto, then the provisions of the applicable law or regulation shall control and it shall be the responsibility of the applicant to ensure compliance.

SECTION II – STAGE ONE APPLICATION TASKS

Applicants are required to follow the content requirements and submission instructions listed within the online application platform and this document. Please submit your proposal, as broken out by each of the Task, by filling out the data fields or uploading documents where applicable. Uploaded documents should have clearly titled sections and sub-sections. Document uploads should ideally be submitted as PDF documents with budgets uploaded as MS Excel file. The application platform cannot read Mac formatted documents (i.e. Pages, Numbers, and Key Note) so these should be submitted as PDFs or converted to MS Office formats. **Applications will be considered incomplete if any part of any section is missing.**

The goal of Stage One of the FY25 Food as Medicine Grant Program Application is to identify interested, eligible organizations and facilitate potential collaborations for Stage Two. **Organizations can 1) jointly submit an application as an Established Partnership that can perform all Required Tasks AND/OR 2) submit an Individual Organization application citing which Required Tasks the organization can perform.** Organizations may be named as a collaborator in multiple “Established Partnership” type applications. Organizations may not submit multiple “Individual Organization” type applications.

This Grant application uses “Reusable Tasks” in the online grants application platform. Reusable Tasks can be completed once and be reused without further edits across most applications through this platform. Organizations can update Reusable Tasks as information evolves over time and updated or new documents become available.

A. Applicant Information (Reusable) Task

Organizations must provide the following information and documents using data entry fields or uploads. The document uploads will be used to assess legal eligibility for the Grant Program and data fields will be used to populate any resulting grant agreement. Applicants should fill out this information as if they were drafting a contract using specific and exact information.

- Legal Name of Applying Organization as registered with the Maryland State Department of Assessment and Taxation (SDAT)
- Organization’s Maryland SDAT Department ID Number
- Organization’s mission statement (optional)
- Organization’s website (optional)
- Primary Point of Contact (POC) Information for the organization’s proposal
- Secondary POC for the organization’s proposal (must be a different person)

The County is required to check applicants’ status of Good Standing (or equivalent status) with the Maryland State Department of Assessment and Taxation (SDAT) at the time of application review, finalization of grant agreements, and for payments during the life of a grant agreement. Although proof of Good Standing is not required as a

component of the application, it is critical that applicants remain registered and in Good Standing with SDAT as applicants will be disqualified from a grant competition, delay or even lose a grant award, and/or face delays in grant payments if they are not in Good Standing.

Applicants can verify their status with SDAT via this link:

<https://egov.maryland.gov/BusinessExpress/EntitySearch>

B. Applicant Background (Reusable) Task

The Office of Grants Management collects data through this Task for post-award analysis to understand application and award trends as well as how to support the diverse communities in Montgomery County. Data collected through this Task will **not** be visible to Review Committees and will **not** be used in evaluation and scoring of applications.

In line with Montgomery County's Racial Equity & Social Justice goals, the Office of Grants Management is collecting the racial and ethnic information on the leadership of nonprofit organizations. The structure of this portion of the survey is based on federal standards for collecting racial data. Given the County's significant diversity, this survey is also collecting ethnic data. Note that the information entered should be based on how the person identifies themselves.

- Organization estimated staffing size serving Montgomery County in a given year
- Organization estimated budget, including by funding source, for Montgomery County programs, services, and other initiatives in a given year
- Organizational leadership, including CEO or Executive Director and Board Members (if applicable), race and ethnic information

Responding to these questions is optional and will have no impact on application reviews.

C. Stage One Application Task

Organizations applying with an **Established Partnership** with one or more organizations covering **all Required Tasks** must provide the following information and documents using data entry fields.

- Please describe the Food as Medicine project that your organization will propose to implement, including the format of service delivery and anticipated number of households served. (200 words)
- Please describe the anticipated roles of each partner organization in service delivery and accomplishment of the project goals. Please also be sure to include the support organizations in section 1, Contact Information, above. (200 words)
- Please describe the demographic characteristics of the priority population to be served through the proposed project, and how your organizational expertise and existing connections with this community will be leveraged to reach and effectively serve this population. **(100 words or less)**

- Where do you plan on operating this project? Share any and all locations that will be utilized for screening, service delivery, and nutrition education programming. **(100 words or less)**
- What geographic areas of Montgomery County do you currently serve, and which areas would you be willing to support through this project? **(100 words or less)**
- What external resources will be leveraged by your organization/partnership to support this project? What is the estimated financial value of these resources? This includes staffing capacity (employees or volunteers), infrastructure, site access, matching grant or budgeted funds, in-kind donations, etc. **(100 words)**
- What is your projected project capacity? What are the maximum and minimum levels of services you could provide for each project activity each month? **(100 words)**
- Please describe your organization(s)'s expertise and successful performance history in supporting healthy communities through food. **(200 words or less)**
- Open Response Matrix: For each of the following Required Tasks, please indicate which partner will be the lead. Please provide more detail on your responses in the matrix below (200 words)
 - Screen children or households with children for food insecurity and diet related disease by a qualified healthcare provider in a pediatric primary care setting;
 - Directly provide or provide referral to food assistance for all households identified as food insecure;
 - Source and distribute medically-tailored food assistance to households experiencing diet-related diseases and food insecurity;
 - Offer nutrition education; and
 - Collect and report data on population served and intervention impact on food security and health outcomes.

Organizations applying as an **Individual Organization** who can perform **at least one of the Required Tasks** must provide the following information using data entry fields.

- Please describe why your organization is interested in supporting a Food as Medicine project, including details on your current format of Required Task(s) service delivery and the number of households served. (200 words)
- Please describe your capacity for partnering on Food as Medicine projects. How many total projects would your organization have the ability to support? (200 words)
- Please describe the demographic characteristics of the priority population to be served through the proposed project, and how your organizational expertise and existing connections with this community will be leveraged to reach and effectively serve this population. **(100 words or less)**
- Where do you plan on operating this project? Share any and all locations that will be utilized for screening, service delivery, and nutrition education programming. **(100 words or less)**

- What geographic areas of Montgomery County do you currently serve, and which areas would you be willing to support through this project? **(100 words or less)**
- What external resources will be leveraged by your organization/partnership to support this project? What is the estimated financial value of these resources? This includes staffing capacity (employees or volunteers), infrastructure, site access, matching grant or budgeted funds, in-kind donations, etc. **(100 words)**
- What is your projected project capacity? What are the maximum and minimum number of services you could provide for each project activity each month? **(100 words)**
- Please describe your organization’s relevant expertise and successful performance history in supporting healthy communities through food. **(200 words or less)**
- Checkbox Matrix: Please indicate which of the following Required Tasks your organization 1) currently does, 2) could do, or 3) does not/can’t do. Please provide more detail on your responses in the matrix above (200 words).
 - Screen children or households with children for food insecurity and diet related disease by a qualified healthcare provider in a pediatric primary care setting;
 - Directly provide or provide referral to food assistance for all households identified as food insecure;
 - Source and distribute medically-tailored food assistance to households experiencing diet-related diseases and food insecurity;
 - Offer nutrition education; and
 - Collect and report data on population served and intervention impact on food security and health outcomes.

SECTION IV – CERTIFICATIONS, ACKNOWLEDGMENTS, AND ASSURANCES

The applicant shall complete and return the Certifications, Acknowledgements, and Assurances listed with the application submission provided in the Application Certification section of the application in SM Apply online grants application portal. The specific items in this section are listed below:

Montgomery County Ethics Questions

Note that individuals employed by partner agencies such as Montgomery College, Montgomery County Public Schools, and WorkSource Montgomery do not count as Montgomery County Government employees for the purpose of this Grant Program. If you are unsure if a position applies please contact the Office of Grants Management for clarification.

- Does your organization employ current employees or contractors of the Montgomery County Government? This applies for employees that are paid by your organization but are also paid by Montgomery County Government.
- Does your organization's Board of Directors include current employees or contractors of the Montgomery County Government? This applies to volunteer board of director positions.

If you answered yes to either question, please describe the employee(s) role and function as it applies to your nonprofit organization. Answering “yes” to either question does **not** exclude your organization from being eligible to apply. Instead, we would like to receive this information upfront so that we can allow adequate time for the Ethics Commission to review.

Acknowledgements Agreed to by All Applicants

- Applicant acknowledges that this grant application may not be revised or altered after submission.
- Applicant acknowledges that if funding is awarded, the organization will enter into a non-competitive contract or grant with the County.
- Applicant acknowledges that awards may not be distributed as a lump sum, but may be reimbursed or provided on a fixed schedule after sufficient documentation is submitted to the administering County agency.
- Applicant acknowledges that any funds submitted for reimbursement must be spent **AFTER** the contract is finalized and a Notice to Proceed is secured.
- Applicant has cited in this application all individuals affiliated with the organization and this program who are employed by Montgomery County.

Assurances Agreed to by All Applicants

If the grant is awarded, the applicant assures that:

- The applicant will administer all awarded funds through this Grant Program.

- Funds received will be used solely for the documented activities within the submitted proposal.
- The applicant has read and will conform to the program guidelines and any other conditions imposed by the County in connection with the grant.
- The applicant organization intends to comply with the Title VII of the Civil Rights Act of 1964, indicating that no person will be excluded from participation or be denied the benefits of any program, activity or service on the basis of race, sex, sexual preference, color, religion, ancestry, age, national origin, or handicap. The applicant further agrees to make every attempt to ensure that the program is accessible to persons with disabilities.
- Please note that applications are subject to the Maryland Public Information Act (MPIA) (found at Md. Code Ann., State Gov't., §10-611 through -628 (MPIA) and the County must comply with the disclosure requirements of the MPIA when a request for documents is received.
- The applicant understands that all grantees that receive awards under this Grant Program must show proof of insurance prior to receiving the funds., when requested, must be able to show proof of all insurance coverage required by law.
- The applicant agrees that any time before final payment and three (3) years thereafter, the County may have the grantee's expenditure statements and source documentation audited.
- If there are any changes that need to be made to the grant application after submittal or if the organization ceases operations or becomes a subsidiary of another organization, you have the responsibility of notifying the appropriate County administrator.
- The filing of this application is made by the undersigned individual, officially authorized to represent the applicant organization by its governing board.
- I hereby certify that information submitted in the grant application is a true and correct statement of facts. I, as a designated legal representative of the Organization, further certify that this Organization shall abide by and be subject to all applicable Federal, State and Local laws and regulations pertaining to any subsequent grant that may be issued.