

# UC Santa Cruz Measure 43: Sustainable Food, Health, & Wellness - FY25 Grant Application

The UC Santa Cruz Center for Agroecology is soliciting grant applications from UCSC undergraduate students for food systems projects in fiscal year 2025 (July 1, 2024-June 30, 2025). Measure 43 funding ensures that all undergraduate students have access to education and programs that enhance their understanding of the food system and their food choices. Measure 43-supported programs and grants increase opportunities for classes, workshops, “learning journeys,” hands-on gardening experiences, research, and other campus activities related to food systems. For more information on the scope of activities supported by Measure 43 funding, please click on the link below:

<https://agroecology.ucsc.edu/farm-to-college/measure-43-initiative/index.html>

## **Grant Application Details for FY25:**

### **Selection criteria:**

1. How well the proposed project fits within the Measure 43 funding focus (i.e. food systems education and outreach events/programs, campus garden efforts, and food system undergraduate research).
2. The degree of consultation and inclusion of relevant faculty, administration, and staff.
3. How clear and easily implemented the work plan, timeline, and budget are. These funds seek to encourage undergraduate led/co-led programming to further advance student leadership and learning.

### **To qualify, you must:**

1. Be a currently enrolled UC Santa Cruz undergraduate

AND

2. Meet ONE of the two following criteria:
  - Be applying on behalf of a Registered Student Organization on file with the university (through SOMeCA, 2nd floor of the Student Union; a registered Student Media Organization; or an organization registered through Athletics.) Your staff advisor must be aware of and approve the budget proposed and work in tandem with you to manage any funds awarded using an approved FOAPAL (University account code).
  - Be applying on behalf of a group of students working with other campus units, such as the School of Engineering, College Programs Office, etc. You must have a staff or faculty sponsor who will commit to the student-led project and budget

proposed (and provide consultation and review in advance of your submittal), work with you to manage those funds using an approved FOAPAL, and advise your project. The UCSC unit of your sponsor must agree to serve as the sponsor and administrator of the proposed project funds.

### **Grant Details:**

- **Grants ranging up to \$3000 are available for FY25**
- **If you are budgeting for student stipends**, please be sure to confirm that the recipients will not be adversely affected by Financial Aid's new middle class scholarship (<https://www.csac.ca.gov/middle-class-scholarship>) and aid package. In some cases, department awards may replace existing financial aid awards and not provide further compensation. Students are encouraged to speak with a Financial Aid Advisor.

### **Timeline for the FY25 grant cycle:**

- December 4, 2023 – current grant period ends; reports due; TOE forms due (*except 1 grant that goes to June 2024*)
- [No active grants for 6 months in winter and spring 2024]
- March 1, 2024 – FY25 Applications open. The FSWG co-chairs will host grant orientation sessions between March and May 2024.
- May 1, 2024 – FY25 Applications close – grantees who have been awarded a grant in the previous cycle must also submit their reports at this time
- June 1, 2024 – FY25 Awards announced
- July 1, 2024 (FY25 begins) – FY25 grant period begins
- June 13, 2025 (Last day of spring quarter 2025) – FY25 Grant period ends; deadline to submit TOE requests

### **Timeline preview for the FY26 cycle:**

- March 1, 2025 – FY26 Applications open
- May 1, 2025 – FY26 Applications close
- June 1, 2025 – FY26 Awards announced
- July 1, 2025 (FY26 begins) – FY26 grant period begins

### **Procedural guidelines (changed from previous years):**

- **Submit this application as a PDF in DocuSign** with student lead, staff advisor, and financial approver signatures. The application is a PDF template downloadable from the M43 webpage on the [agroecology.ucsc.edu](http://agroecology.ucsc.edu) website.
- **Please reply promptly (within one business week) to all communications from the M43 Grant Committee, staff advisors, or financial approvers.**
- **Late applications are not accepted.** The application deadline is May 1, 2024. If you are a grantee in the current cycle, your project report is also due at this time, or your application will be considered incomplete and not eligible for an award.

- **Your sponsoring unit will receive the grant money through a Transfer of Expense (TOE).** Note that we are now using this reimbursement process instead of transferring grantees the total award amount at the beginning of the grant period. This means that the sponsoring unit of the project will cover and track expenses, which will be itemized in a TOE form to be submitted at the end of the grant period.
  - A TOE form template will be provided with the award letter with instructions for how to itemize expenses and submit it.
  - The TOE form must be submitted to the M43 grant committee at the end of the grant period for review (last day to submit is June 13, 2025).
  - Late TOE forms may affect your project's eligibility for future grants.
  - You will receive a reimbursement of the exact amount of money requested on the TOE form, up to the amount awarded. If you spend more than your award amount, your sponsoring unit is responsible for the expense above the award amount. If you spend less than your award amount, you will only be reimbursed for your expenses, with no carryforward.
- **Spending Guidelines**
  - **Any budget shifts above \$250 must be approved** before the money is spent. Please email the Grant Committee with your proposed change at [ucscfswg@ucsc.edu](mailto:ucscfswg@ucsc.edu) and allow two weeks for review and approval. Spending funds not in the proposed, approved budget may make your project ineligible for future M43 grants.
  - Budgets may not include payment to current staff or faculty at UCSC

#### **Evaluation:**

- Funded projects may include a mid-project evaluation check-in with a student project representative.
- At the conclusion of your project time, you will be invited complete a project progress update and report.
- You may be asked to share your project outcomes, resources, or materials at specific campus events and programs that will enhance your peers' interest and understanding, so please document and track your impact and outcomes.

The Measure 43 Grant Committee will review all proposals, and awards will be announced by **June 1, 2024**.

If you have further questions, please contact the Grant Committee by emailing [ucscfswg@ucsc.edu](mailto:ucscfswg@ucsc.edu) and cc-ing FSWG staff advisor Francis Ge at [fmge@ucsc.edu](mailto:fmge@ucsc.edu). Thank you for your interest in applying!



Student Full Name:

Student UCSC email:

Student phone number:

Expected graduation quarter and year (Only undergraduates may apply):

On behalf of what type of university organization or entity are you applying?

Registered Student Organization

Student Media

Athletics and Recreation (formerly known as OPERS)

College and/or College Program Office

Campus Unit or Department

Other:

Please provide the name of the university organization/entity:

(Examples include: Cowell College, Literature Department, The Lionel Cantú Queer Center, etc...)

Please provide the name, title, email, and (UCSC) phone number of the staff or faculty advisor for your project proposal:

(For example: John Smith, Provost of College 9, [jsmith@ucsc.edu](mailto:jsmith@ucsc.edu), 459-5555)

FOAPAL: Please provide the ORG code that awarded grant funds would be transferred to if your application is approved:

(confirm the ORG code with your fiscal sponsor; if you are awarded the grant, they will need to create the FUND number 20182 for funds to be transferred into)

Project partners/collaborators, including their names and affiliated registered student organizations, units, and/or departments:

Title of your proposed project:

Project summary: (250 words or less)

**Project detail:**

Please indicate which areas your project addresses:  
(Select all that are relevant; if you mark "other," please describe)

- Campus Gardens
- Student research
- Co-curricular educational programming
- Extracurricular educational programming and outreach
- Other

Please indicate which topics your project addresses:  
(Select all that are relevant; if you mark "other," please describe)

- Hands-on garden-based learning
- Health and nutrition
- Sustainable agriculture
- Waste reduction & composting
- Climate change and the food system
- Physical activity and wellness
- Institutional food sustainability
- Student empowerment
- Leadership development
- Social justice
- Basic Needs
- Animal welfare and humane food issues

Please provide your project timeline and project details, addressing the following areas. You may attach this as a separate document. Your project timeline must be within the FY25 grant period, July 1, 2024-June 13, 2024.

1. **Project Goals & Outcomes**
2. **Project Scope/Focus**
3. **Methods**
4. **Evaluation Plans**

**Budget:**

Address the following areas where applicable. You may attach this as a separate document or use the space provided.

- **Materials**
- **Rentals - space & equipment**
- **Student Stipends**
- **Speaker Honorarium Fees**
- **Travel**
- **Other - please describe**

If you have or are requesting funds from other sources for this project, please indicate which lines in your budget you are specifically requesting Measure 43 funding for.

**PLEASE ENSURE YOUR BUDGET REQUEST FOR MEASURE 43 ADDS UP TO NO MORE THAN \$3000**

Have you applied for funding from other campus sources for this project? If so, please include all campus sources and amounts you are seeking below:

Has your project or group/entity applied for Measure 43 funds before? If so, please note the amount you received from Measure 43 for your past project and if the grant was successfully completed or where it currently stands:

Please share any outstanding questions, inquiries, or feedback you would like us to respond to or note below:

Sign below to confirm that:

- You have read this document and the grant guidelines in full.
- You agree to adhere to the guidelines, especially regarding application and TOE submission deadlines and prompt communication.
- You understand that your project (the sponsoring unit) is responsible for covering expenses upfront, tracking expenses, and submitting a TOE form to the M43 Grant Committee by June 13, 2025.

Student Lead

Date

Staff/Faculty Advisor

Date

Financial Approver

Date



