



The Food Project

Request for Proposals

June 17, 2011

The Food Project invites proposals from organizations and individuals who want to work in partnership to create greenhouse project(s) that celebrate the relationship between food and the health of our communities.

About the Project:

The Dudley Greenhouse is a 10,00-square-foot facility in the Dudley Neighborhood of Roxbury. Owned by the Dudley Street Neighborhood Initiative (DSNI) and leased by The Food Project (TFP), the Greenhouse operates year round as a food production and educational space. Over the course of this past winter, TFP, with support from DSNI, led a series of open houses to gather input from community members about the Greenhouse. A Community Advisory Committee was also created to work with TFP and DSNI to help manage the process going forward. Based on input from these sessions, we are seeking out community partners to run greenhouse/gardening programs that benefit residents of Dorchester, Roxbury and Mattapan. Programs that benefit residents of the Dudley neighborhood are of particular interest.

What We Offer:

For agencies or individuals wanting to operate their own programming, we offer:

- Shared use of Greenhouse space, which will be minimally heated (kept above 36 degrees) in the winter months, and kept cool enough to operate throughout the summer.
- Possibility of using raised beds filled with a mix of compost and organic potting soil. Access to open educational space, bench space for seedling production or options to build out space to your specifications are also possibilities.
- Technical advice and support from TFP's Greenhouse Manager.
- Access to water, tools and facilities (bathroom, tables, chairs, sink area for washing produce etc.).
- Projects are limited to a 1-year timeframe. Shorter projects will be considered. Start date is no earlier than Oct. 15th, and will be subject to a review by TFP and the Advisory Committee at the 3-month mark.

Restrictions:

- Individuals wanting to have a project in the greenhouse must demonstrate how it will provide a benefit to the community. Growing food for personal consumption without having an educational purpose is not considered a community benefit.

- Intention to sell produce or products must be specified in application. Applicants are responsible for ensuring they meet any City or State regulations in regards to the selling of products.
- You must be willing to administer pre- and post-program surveys, as designed by The Food Project, as close to the start and end of the program as possible.

The Review Process:

Please submit an application containing all of the items below by **July 20th, 2011**. We will contact you if we have questions or require additional information. We will acknowledge your application within a week of its receipt and The Food Project, in partnership with the Greenhouse Advisory Committee, will make decisions by **August 15th, 2011**. We encourage you to contact The Greenhouse Manager in advance of creating your proposal to visit the Greenhouse and discuss your application. Please contact Danielle Andrews at 617-442-1322 x 13, dandrews@thefoodproject.org

Application Contents:

- 1) Cover Letter
- 2) Narrative (no more than 3 pages double-spaced) that includes:
 - Project description (including how you will use the space in different seasons, description of target participants and # of participants served)
 - Key staff/volunteers (including your experience in carrying out food production work)
 - Physical requirements (amount of overall space, raised beds or open space)
 - Description of additional assistance requested from The Food Project (technical advice, educational workshops etc.)
- 3) Using the following chart (separate document titled "Outcome Matrix"; please explain how your activities will meet the outcome goals determined by neighborhood residents. Your project activities do not need to address all outcomes outlined on the chart.