

FARMS OF TUOLUMNE COUNTY (FOTC)

Request for Proposals Summary

Open September 1, 2019

NOTE: Proposals are due by October 11, 2019. Oral presentations will be conducted on October 21, 2019 at FOTC Board of Directors meeting.

Farms of Tuolumne County (FOTC) has money available to promote interest and education in the field of agriculture. These funds are available to young people in Tuolumne County who have an interest in creating a specific project related to agriculture, and could use some “seed” money. Submitting a response to this Request for Proposals (RFP) is the first step necessary for receiving these funds.

Eligible Applicants:

Any young person, or group of young people living in Tuolumne County, participating in a school or other supervised agriculture activity.

Application Process:

With the help of an advisor, complete the requirements of the attached RFP and send it to the address in subsection 1.04 of the RFP.

Present an oral summary of the application to the FOTC Board of Directors.

Requirements of the RFP:

The application must include the following:

- Date you are submitting the proposal
- Description of the proposed project
- Description of the goal of the project, and specifically what is to be learned by participation in the project.
- Description of how the proposed project will be implemented.
- List of who will be involved in the project and what each person’s role will be.
- Identification of the resources (land, tools, fencing, feed, books etc.) necessary for the project, and what resources are currently available.
- A budget (expenses, possible income) for the project
- A timeline for the project showing expected progress milestones.
- Description of how the project will be measured to determine if the completed project meets the proposed goals.

Total Funds Available:

There is \$1,500 available for distribution. Funds will be distributed all or in part. We intend that funds will be available annually, and may be distributed in the future to continue successful projects.

Request for Proposal (RFP)
Agriculture Related Programs and Projects

Section 1.0

1.01 **Farms of Tuolumne County Mission and History**

Farms of Tuolumne County was established in 2003 as a non-profit organization to educate the public to the benefits of local agriculture. The membership is composed of ranchers and growers who practice and promote sustainable agricultural practices in Tuolumne County as well as Corporate Sponsors, restaurants serving locally grown food, and Associate Members. Farms of Tuolumne County is an all-volunteer organization, supported by dues paid by its members.

Part of the mission of this organization is to promote an interest in, and understanding of, agriculture among the youth of Tuolumne County, through participation in agriculture activities.

Currently there is \$1,500 available to distribute to students and programs committed to agriculture related endeavors. These funds may be awarded as a single amount or distributed between worthy applicants.

Farms of Tuolumne County is seeking proposals for receipt of these funds.

Awards will be made to applicants whose response to this RFP best meets the goals of the Farms of Tuolumne County. If no qualified proposals are received, funds will not be awarded.

1.02 **Proposal Instructions and Conditions**

Applicants may be an individual or group of public or private students participating in an agriculture program at their school, or an agriculture program incorporated in the curriculum of a Tuolumne County school.

Proposals are due on October 11, 2019. Oral presentations will be conducted Monday, October 21, 2019 at the FOTC Board of Directors meeting. Awards will made soon thereafter.

1.03 **Contact Person**

Questions concerning this RFP may be directed to:

FOTC Office
209 928-3775
info@tcfarms.org

1.04 **Address**

Proposals should be sent to:

Farms of Tuolumne County
P. O. Box 315
Soulsbyville, CA. 95372

Section 2.0

2.01 Mandatory Information and Proposal Content

Proposals must be responsive to all of the requirements of Section 3.0.

Applicants name, school (if applicable), school or project address, contact telephone number, contact e-mail. Address is required. Personal student information is not required.

2.02 Evaluation and Selection Process

Each application will be evaluated on the following:

- Responsiveness to the requirements of Section 3.0
- Compatibility with the mission of the FOTC (subsection 1.01)
- The ability of the proposed program or project (P/P) to further the students' agriculture knowledge and abilities.
- The number of students participating in the P/P.
- The oral presentation by the students (or for extenuating circumstances by the project manager) participating in the proposed P/P. This oral presentation will be given to the FOTC Board of Directors.

Applications will be evaluated by the Board of Directors of FOTC.

Section 3.0

The proposed program or project must show an understanding of the FOTC mission.

The response to this RFP must include the following elements. Use this Section as an outline for your proposal.

3.01 Program/Project

Describe the existing or proposed new project or program (P/P). For Example:

Is there an experimental aspect to the P/P? Does the P/P involve the growing, processing or marketing of a food, or other agriculture product? Does the proposed P/P require soil management? Will soil amendments be required? Is pest control an issue? Is water management an issue? Is a commercial kitchen required? Is processing a factor? How and where will the products be marketed? Are special classes or seminars required?

3.02 Program/ Project Goal

Present a description of what is expected to be achieved by the P/P.

3.03 Method for Achieving Project/Program Goal

Describe how the goal described above will be achieved. What actions will be taken?

3.04 Organization and Management Plan

Provide a list of students (if known), adult supervisor and advisors expected to participate in the proposed P/P

3.05 Project or Program Budget

What is the expected overall cost of the P/P? What financial and non-financial resources (tools, land, advisors, etc.) are currently in place?

3.06 Key Milestones and Completion Date

Submit a timeline of the major milestones for the P/P, and a projected completion date.

3.07 Evaluation Matrix for Measuring Program/Project Success

Describe how the P/P will be measured to confirm that the P/P meets its stated goal.

A written or oral report detailing the obstacles, solutions, achievements, and learning experiences is required at the conclusion of the P/P.

FOTC has the option to extend initial funding.