



State of Utah
Department of Workforce Services
Housing & Community Development Division
State Community Services Office
Emergency Food Assistance (EFA)
Request for Proposal

PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The purpose of this request for proposal is to enter into contracts with qualified emergency food agencies and other nonprofits to provide funding from two state-funded, competitive, emergency food programs.

1. Emergency Food Network (EFN) is a grant program for non-profit 501(c)3 agencies and local government programs including emergency food pantries, food banks, prepared meal sites, and others whose primary mission is to meet the emergency food needs of low-income Utahns. EFN funds are distributed statewide through the State of Utah, Department of Workforce Services, Housing and Community Development Division, State Community Services Office (SCSO) to eligible entities. EFN funds may be used by eligible entities for costs of providing emergency food services including operations, transportation, supplies, equipment capacity building, technical assistance, advocacy, and staffing.
2. The Qualified Emergency Food Agency Fund (QEFAF) is also a state-funded competitive grant available to qualified emergency food agencies in Utah. Application to be a qualified emergency food agency is included within the grant application.

A Qualified Emergency Food Agency:

- a. Is a 501(c)3, an association of governments, or a food pantry operated by a municipality
- b. Has a current charitable solicitations permit, if not exempt
- c. Operates programs with the primary purpose of:
 - Warehousing food and/or food ingredients
 - Distributing food and/or food ingredients to other agencies and organizations providing food and/or food ingredients to low-income persons
 - And/or -- Providing food and/or food ingredients directly to low-income persons
- d. Collects and maintains required records of tax deductible donations.

Eligible activities within the QEFAF program include activities related to:

- a. Warehousing food and/or food ingredients
- b. Distributing food and/or food ingredients to other agencies and organizations providing food and/or food ingredients to low-income persons
- c. And/or -- Providing food and/or food ingredients directly to low-income persons

Applications must be submitted online by 11:59 p.m. on Friday May 22, 2020, via WebGrants at <https://webgrants.utah.gov>.

Questions can be addressed to Karen Quackenbush 801-468-0142 or kquackenbush@utah.gov.