

Frequently Asked Questions (FAQs)

Micro-Grants for Food Security Program (MGFSP) FY23

GENERAL

1. How do I apply?

An online application form can be found at:

[Doag.guam.gov/resource](https://doag.guam.gov/resource). You will need to complete all the required fields and submit/email your application in Microsoft Word Doc format to agriculture@doag.guam.gov with the subject line “MGFSP 4”. The Request for Applications (RFA) is comprehensive; please refer to the RFA for submission guidelines and other important details. It is your responsibility to read the RFA in its entirety.

Handwritten or hardcopy applications will not be accepted.

2. How do I know that my application was received?

You will receive an email acknowledging receipt of your application.

3. What happens after I apply?

After you receive acknowledgment of receipt of your application, your application will be scored and ranked by a review panel. Applicants who score above the minimum required score will be contacted by DOAG regarding further instructions. This is a competitive grant, therefore DOAG employees cannot assist you with your project application.

4. How do I know if I was awarded?

You will be contacted by DOAG regarding your subaward (grant) with further instructions.

5. I made an error on my application, can DOAG fix it for me?

No. DOAG will not make corrections to your application. If there are errors, you will need to submit a new application. DOAG will only review the most recent submission. NOTE: Try to keep your submissions to a minimum, as DOAG reviews each application manually. Take the time to check and double-check your application before submitting it.

6. What should I include in my Project Description and Measurables?

Tell the reviewer what you hope to accomplish through the MGFSP and how you will do it. Is the project likely to increase the quantity and quality of locally grown food? (If no, start again) Consider – will the actions of the project result in a quantifiable amount of food produced? Inform the review of what food (fresh, value-added, eggs, fish, meat, etc.) will be produced from the project. You do not need to describe how Guam is food insecure.

7. When will reports be due to DOAG?

Interim reports will be due 6 months after the start of the project, and a final report will be due at the end of the 1-year project.

8. Can I submit multiple applications for multiple projects?

No. DOAG will only review the latest submission. Only one project per applicant is allowed.

PROGRAM RULES

9. What is the application period?

May 13, 2024, 09:00 AM to June 28, 2024, 4:00 PM CHST

10. What are things that I can get disqualified for?

- Incomplete fields on the application
- Handwritten/hard copy submissions
- Late submission
- Your email is incorrect or comes back as “undeliverable”
- The total amount of funds requested exceeds \$5000.00
- The only address provided is a P.O. Box address – where there was no mention of a project/residence location in the project description or address section.

11. Does an applicant need to be a US Citizen?

No. The requirement is that the applicant is over the age of 18 and a resident of Guam.

12. I have previously been awarded a Microgrant for Food Security through this program – am I able to apply for another award? My spouse? Others in my household?

Yes, you or another individual in your household may apply. However, for this FY23 Microgrant, DOAG will be prioritizing individuals who have not received an award under this program.

USE OF FUNDS

13. Can MGFSP funds be used to purchase land or buildings?

No. Funds cannot be used for the purchase of land or buildings.

14. Can MGFSP funds be used for construction costs?

Construction costs (such as the purchase of building materials such as wood, nails, bolts, screws, rebar, gravel, sand, etc.) may be allowable under MGFSP if used to complete activities that increase the quality and quantity of locally grown food. Such activities may include but are not limited to, erecting greenhouse structures, grow houses, high tunnels, chicken coops, apiaries, or bee boxes, etc.

Permanent structures are not allowable under MGFSP.

15. Are production costs allowable?

Yes. Farm, gardening, and production costs are allowable costs under MGFSP. These may include but are not limited to, compost, composting units, soil, soil amendments, seeds, plants, feed, wiring, shovels, farm or gardening tools, grow towers, hoop houses, high tunnels and high tunnel kits, and greenhouses.

16. Can I purchase animals?

Yes. The purchase of animals is allowable under MGFSP. Animals may include but are not limited to chickens, ducks, bees, fish, and livestock such as cows, pigs, goats, sheep, etc.

17. Is the purchase of processing equipment allowable?

Yes. Processing equipment may be an allowable cost under specific conditions. Refer to the AMS General Terms and Conditions, Section 8, for special-purpose equipment. (Will be attached to the RFA packet)

18. Is hydroponic and/or aeroponic farming allowable?

Yes. Hydroponic and/or aeroponic farming is allowable under MGFSP.

19. Can I purchase tools and equipment used to store food?

Yes. Tools and equipment used to store food are allowable costs under MGFSP. These may include but are not limited to, canning equipment, refrigeration units, freezers, etc.

20. Can I purchase hunting equipment?

Yes. However, the purchase of any classification of firearm, gun, or ammunition is unallowable. See the RFA (Request for Applications) for more details.

21. Can I purchase fishing equipment?

Yes. Rods, reels, lines, lures, nets, Hawaiian slings, and spearguns are allowed. See the RFA for more details.

22. Can I purchase fencing?

Yes. Building, buying, erecting, or repairing fencing for livestock, poultry, or reindeer is allowable under MGFSP. See RFA for more details.

23. Are slaughterhouse facilities allowable for MGFSP sub-grants?

Yes. Purchasing and/or equipping a slaughter and processing facility is allowable under MGFSP so long as it is not a permanent structure.

24. Can I purchase a vehicle?

No. Vehicles may be leased, but not purchased. Lease agreements to own (i.e., lease-to-own, or rent-to-own) are unallowable. The lease or rental agreement must terminate at the end of the grant period of performance. A signed copy of the lease agreement will be required before the first payment approval.

25. Can MGFSP sub-grant funds be used to repair and/or upgrade existing equipment?

Yes. Funds may be used to repair or upgrade existing equipment that is not available and readily usable in its current condition.

26. Are shipping costs allowable for MGFSP sub-grants?

Yes. Shipping costs to pay for the shipping of purchased items relating to growing or raising food for local consumption or purchase are allowable under MGFSP.

27. Is a sole proprietorship, LLC, or L-Corp eligible to apply for a sub-grant?

No. A sole proprietorship and/or LLC are not eligible to apply for MGFSP.

28. How is the grant paid?

Grant funds will be released in two payments. 75% to start and the remaining 25% after the final report and evidence of project completion. It may take 90 days or more for the first payment to be received. Final payment may also take another 90 days or more after submission of the final project report and final payment request. **IMPORTANT: NOT RETAINING AND SUBMITTING RECEIPTS, SIX-MONTH, AND FINAL REPORTS MAY DISQUALIFY YOU FROM ACCESSING FUTURE GRANT OPPORTUNITIES.**

29. What if I have “leftover” funds from a purchase?

If you purchase an item at a cheaper price than the amount awarded for the item – you can use the extra funds to re-invest strictly toward other items that you applied for. All receipts in your report should reflect the items/categories that are in your application.

30. Can I incur expenses before the award of the grant?

No. There is no guarantee that your application will be awarded. Any expenses incurred before an award will not be reimbursed. Awarded applicants will need to be approved by the USDA, sign a Memorandum of Agreement, and receive their microgrant funds before expenses can be incurred.

31. Can I change my project after I have been awarded?

No. Your project went through a review panel and was ranked/scored based on what was on your application. If awarded, you will not be allowed to change the type of project or purchase items that were not in your approved application.

Email us if you have more questions: agriculture@doag.guam.gov

Please include “MGFSP 4” in the subject line.

IMPORTANT DATES:

APPLICATION DATE OPENS: May 13, 2024, 9:00 AM

APPLICATION DATE CLOSES: June 28, 2024, 4:00 PM

BIBA FOOD SECURITY!!