



## 2021 Grant Process

**Mission:** The Texas Food & Wine Alliance (AFWA) is a nonprofit organization dedicated to fostering awareness, support, and innovation in Texas culinary communities through grants, educational programming, and events. Guided by an all-volunteer board of directors and committees made up of culinary- and community-minded professionals, the Alliance's commitment is to promote Texas food, wine, spirits and craft brews and to increase appreciation of Texas' culinary impact.

In 2021, the Texas Food & Wine Alliance will award \$74,000 in grants to selected organizations/individuals for the purpose of culinary innovation that contributes to the Austin, Dallas, Houston, and San Antonio area communities.

**Grant Process:** Grant Applications will be available beginning Friday, October 1, 2021 through Sunday, October 24, 2021. All applications must be digitally received by midnight, October 24, 2021. Any applications received after the deadline will not be considered. Current referral letters written in 2021 are required. If all three referral letters are not included or current, an application will not be considered.

If you've previously applied for a grant and you weren't funded, you can apply again! If you've applied previously and have been funded, you can apply again for a new project unrelated to the original project that was funded. If you are applying for grant funding to support your operational budget, applicant must show the business is already operating and support documents must show the business is sustainable.

Grant applications will be reviewed and considered by the TFWA 2021 Grant Selection Committees, four panels composed of community members and culinary professionals. Recipients and non-recipients will be notified no later than Tuesday, November 23, 2021. Grants will be awarded at a ceremony on Monday, December 13, 2021 at Fairmont Austin. Grants are paid in one-payment and are subject to eligibility requirements below.

All information submitted during the grant application process will remain confidential. All Grant Committee Members and the Grant Selection Committee have signed Non-Disclosure Agreements.

**Grant Eligibility:** Grant recipients must meet the following criteria:

- Must be a food and beverage artisan, producer, or culinary professional or represent a culinary/food-focused nonprofit serving the Austin, Dallas, Houston, or San Antonio Communities.
- Must be located within the following counties:
  - Austin Food & Wine Alliance Grants: Bastrop, Blanco, Burleson, Burnet, Caldwell, Gillespie, Grimes, Hays, Kerr, Lampasas, Lee, Llano, Mason, Travis, or Williamson
  - Dallas Food & Wine Alliance Grants: Collin, Dallas, Denton, Ellis, Hunt, Kaufman, or Rockwall
  - Houston Food & Wine Alliance Grants: Austin, Brazoria, Chambers, Fort Bend, Galveston, Liberty, Montgomery, or Waller

- San Antonio Food & Wine Alliance Grants: Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, and Wilson
- Must demonstrate how the grant will be used for culinary innovation in their respective fields (including wine, beer, spirits, and food industry)
- Must demonstrate community giveback and/or support the initiative will have on the community
- Represent fiduciary responsibility and transparency
- Must follow the reporting and accountability guidelines
- Agree to participate in PR initiatives to promote TFWA and grant program, if asked
- Agree to TFWA website presence and mutual promotion of TFWA and grant program
- Must provide three written reference letters written and dated in 2021 as to why organization or individual should receive an TFWA grant and detail the reference's relationships with the organization and/or individual

### **Grant Reporting Guidelines**

Grantees are required to submit two performance reports updating TFWA on the progress achieved since receiving the grant. These reports must be submitted six months into receiving the grant and at the one-year mark of receiving the grant and may include presentation to the TFWA Board of Directors. The final performance report will serve as a permanent record of the grantee's accomplishments. These reports will provide information to the grant committee and staff as they evaluate the significance and impact of the TFWA grants.

All information submitted as part of the grant reporting process will remain confidential. All Grant Committee members and the Grant Selection Committee have signed non-disclosure agreements.

### **2021 Special Grants**

The special grants are "named" grants which have specific qualifications such as project focused on sustainability, women-led initiatives, or mobile businesses. Information about city-specific special grants can be found at the links below:

[Austin](#)

[Dallas](#)

[Houston](#)

[San Antonio](#)

## **2021 Sample Grant Application**

### **Applicant Contact Information**

1. Business/organization name
2. Contact name
3. Position or title
4. Contact phone
5. Email

6. Mailing address
7. Physical Address (if applicable)
8. Website

### Grant Request Information

9. Date of request:
10. Annual operating budget
11. Fiscal year
12. Tax ID number (Please include hyphens)
13. Legal name
14. Tell us about your project and why you should receive this grant (Limit to 150 words or less)
15. Project name
16. What grant amount are you requesting? (Not to exceed \$7,500)
17. Provide the specific breakdown of how the funds will be used and itemize below.
18. Tell us what you would do with a lesser amount of funding. Provide funding options for what you can do with a lesser amount of funding if your top funding request is not awarded. Please provide specific details.
19. Grant requested for (check all that apply): Note: In general, grant funds are not awarded to support salaries and payroll.
  - a. Project Support, please list project name
  - b. Equipment Purchase
  - c. General Operating Support
  - d. Other (If so, please list)
20. Geographic/customer/client area served
21. Timeframe in which funds will be used
22. How does your project showcase culinary innovation? Be specific and include if your project is a “first” or what culinary innovation you are creating.
23. How will your project directly benefit the community? What will you do to support your Texas community through your project?
24. Have you/ your organization received any other grants. Mark only one circle

- Yes  
 No

Name of previous grants, date received, and list what projects the grant(s) funded.

25. Are you applying as (Mark only one circle):
- Nonprofit (501c3) *Skip to question 36*  
 Business

### Business Supplemental Documents and Questions

26. Date business was founded
27. Owner name(s)
28. Number of full-time staff
29. Number of half-time-staff
30. Business mission statement

31. Is the business owner a woman or is the business led by a woman
32. Which of the following best represents your racial or ethnic heritage? (Choose all that apply)

- African American, Black, of African descent, African diaspora
- Asian American / East Asian (including Chinese, Japanese, Korean, Mongolian, Tibetan, and Taiwanese)
- Asian American / South Asian (including Bangladeshi, Bhutanese, Indian, Nepali, Pakistani, and Sri Lankan)
- Asian American / Southeast Asian (including Burmese, Cambodian, Filipino, Hmong, Indonesian, Laotian, Malaysian, Mien, Singaporean, Thai, and Vietnamese)
- Hispanic, LatinX
- Middle Eastern
- Native American, Alaska Native, First Nations
- Pacific Islander
- White
- Prefer Not to Answer

33. Is the business owner a veteran or active member of the military? (Mark only one circle)

- Yes
- No

34. Summary statement of 3-year plan
35. Profit and loss statement
36. Balance sheet
37. Assumed name certificate

#### **Nonprofit Supplemental Documents and Questions:**

38. Date nonprofit was founded
39. List the names of leadership/board
40. Number of full-time staff
41. Number of part-time staff
42. Number of volunteers
43. Organization mission statement
44. Summary statement of 3-year plan
45. 501c3 confirmation letter
46. Most recent 990 filed with IRS
47. Strategy for current and future funding

#### **Required Reference Letters**

In addition to all supplemental information required, all grant applicants must submit three (3) current reference letters dated 2021 detailing relationship to the business or nonprofit and explaining why the applicant should receive a grant.

48. Reference letter #1
49. Reference letter #2
50. Reference letter #3

**Verification/Authorization**

51. Do you hereby verify the information provided is accurate and honest to the best of your knowledge?

Yes

Electronic signature \_\_\_\_\_