

Application form – Street Vendor Entrepreneur Support Program 2026 Notice of Funding Availability (NOFA)

SECTION I – Cover page			
Business/ O			
Website			
Primary Contact or Program Manager		Title	
Phone Number:		Email:	
Street Address			
City/State:		Zip Code:	

Amount you are applying for:	
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Section II- Organization's experience (35 points)

A. Give a brief overview of organization's experience and work relevant to the program.

B. What is your organization's experience with community outreach and providing services to historically underserved communities such as immigrants, BIPOC, and/or low-income communities?

C. Does your organization have staff fluent in languages other than English? If so, in what language(s)? Does your organization have experience working with interpreters?

D. Professional References: List one or two references from projects similar in size and scope. Our team may contact these references.

Contact person		Business	
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Phone Number:		Email:	
Description:			

Contact person		Business	
Phone Number:		Email:	
Description:			

Section III – Food Safety Knowledge (15 points)

The project requires the contractor to assist vendors in understanding and navigating the various legal pathways available to sell food

A. If you will be subcontracting, describe how the subcontractor will assist prospective vendors in understanding food safety requirements, licensing requirements, and applicable training and certification pathways.

B. If you have staff who will provide food business pathway navigation services, provide their name and role. State here if you are waiting to hire someone for this position if the contract is awarded to your organization.

C. Briefly describe the individual's experience assisting prospective food vendors in navigating licensing, permitting, certification, and regulatory requirements.

a. Provide an overview of their relevant education. Be sure to include degrees, certifications, REHS, and experience related to food businesses, or other related fields.

Section IV— Project Plan (40 points)

Provide details on how you will accomplish the program and an approximate project timeline. You may add additional steps if needed. Please write your proposed project plan for the anticipated project dates of 2026 to 2027

- Provide details on how you will accomplish the program and an approximate project timeline.

Section V— Project Budget (10 points)

Please include a draft budget for how the amount of money you request will be used to complete the program. Your budget should reflect the completion of items noted in the program.

- A. Use of the suggested template below is optional. If you choose to use your own format, please ensure it includes sufficient detail, including individual line items for each type of expense, calculations for requested amounts, and separate line items for each personnel cost.
- B. You should include a budget narrative to ensure that your budget includes the necessary amount of detail.
- C. Administrative fees cannot exceed 15%.

Project plan:				
Briefly explain the expected costs for items and services you will need to complete the project.				
Service or item	Timeline	Description	Deliverable	Budget
1-1 outreach and coaching (example)	May 17, 2026	In-person outreach at XXX location where XXX people were approached (detailed explanations)	XXX signed up, see attached list (detailed explanations)	###hr. * 4 hours = ###

Administrative costs:
Administrative costs are defined as “costs that represent the expenses of doing business that are not easily identified with a particular grant, contract, project, function or activity but are necessary for the general operation of the organization and the conduct of activities it performs.” Examples of such expenses include accounting, administrative costs, and costs to operate and maintain facilities, not to exceed 15% of overall budget, unless you have an approved federal rate that is higher.

Service or item	Description	Budget
(example)	Applicants must clearly define or itemize anticipated costs under this budget item. A lump sum amount will be rejected.	15% of invoiced amount
Budget total (not to exceed \$100,000): Enter all amounts into the appropriate row.		
Project plan		\$
Administrative costs		\$
Project total		\$

Is there any other information you would like to provide relevant to this application?