

# Montana Harvest of the Month 2023 Mini-Grant Training



# Mini-Grants

Grant Period **May 1st**-October 1, 2023

## Grant purpose

- Fund projects that encourage family engagement and/or youth leadership in HOM activities
- Obtain feedback from sites on the benefits, challenges, and opportunities associated with participation in HOM

## Mini-grantees will receive:

- Financial incentive to support HOM activities (**\$1000/site**)
- Technical assistance to expand HOM implementation



# Requirements

- Funds must be used for the purposes outlined in your mini-grant proposal. All funds must be spent by October 1, 2023 to support activities in this proposal and within the grant guidelines.
- Grantees must attend a virtual training in April 2023 and complete a verbal progress check-in during the grant period.
- The HOM Team will establish a meeting schedule that consists of at least 3 meetings in the grant period. The meetings are designed to strengthen collaboration and plan for or check progress and response to HOM activities.
- Grantees must keep record of the number of adults and youth who participate in mini-grant activities.
- Grantees must submit content, such as photos, videos, and descriptions of their activities showcasing at least two of the HOM foods. The content should come with photo releases and a photo sharing agreement. This could include taste tests, meals, activities, material displays, cooking classes, field trips, presentations, and other creative HOM activities. The NCAT project coordinator may use these submissions in the HOM portal, newsletter, and Facebook page.
- A final report, including a summary of how funds were expended, must be completed and submitted by October 31, 2023.
- The grantee must assemble a team and meet all regular HOM program requirements. Program requirements differ for each audience group. Registration, reporting links, and HOM program requirements can be found at <https://mtharvestofthemoth.org/>

# Timeline and Checklist

Date	Activity
April/May 2023	Begin grant activities
July 2023	Verbal Progress Check in
October 1, 2023	Grant activities end, all funds must be spent
October 31, 2023	All Final Reports are submitted

## Harvest of the Month Mini-Grant: Checklist

- Send [mollyk@ncat.org](mailto:mollyk@ncat.org) signed grant agreement and W-9
- Attend or watch [training](#)
- Confirm funds were [received](#)
- Meet with your HOM Team
- Send [Mollyk@ncat.org](mailto:Mollyk@ncat.org) HOM content showcasing one HOM item
  - Include photo sharing AND photo release agreements.
- Meet with your HOM Team
- Verbal progress check-in
- Send [Mollyk@ncat.org](mailto:Mollyk@ncat.org) HOM content showcasing another HOM item
  - Include photo sharing AND photo release agreements.
- Meet with your HOM Team
- Spend all [funds](#)
- Complete final report



# Verbal Progress Check-in

- How have you implemented HOM so far?
- Have you sent in your HOM content?
- How has HOM been working for you?
- Are you having any challenges?
- How much of the funds have you spent?
- Can I help you with anything?



# Content

## Allowable

- Photos
- Videos
- Graphics

## Must include

- short description
- photo releases
- photo sharing agreement

## For more examples

<https://mtharvestofthemoth.org/hom-in-action/>

## Park County Celebrates With FIVE HOM Items!

HOM IN ACTION | Tags: Beets, cabbage, Carrots, K12, Leafy Greens, Lentils

EDIT

DELETE



Post Views: 267

To celebrate the last Farm to School lessons of the school year, East Side's students made a Harvest of the Month salad to enjoy in the garden. The salad featured five Montana Harvest of the Month items: leafy greens for June as well as carrots, beets, cabbage, and lentils! The students prepped the ingredients in the classroom and then enjoyed a salad picnic in the school garden. Kase, a third grader, saw all the salad ingredients and said "It looks like a rainbow!"

This lesson was such a fun way to wrap up another wonderful year of lessons at East Side School. We are so lucky to be part of the community at East Side and to share our love of fresh food and gardening with the students!

Source: Farm to School of Park County (@farm\_to\_school\_of\_park\_county) • Instagram photos and videos



Where can grantees find ALL resources?

<https://mtharvestofthemonth.org/mini-grants-2023/>



# REMINDERS

- Send this training video to ALL team members
- If you need to make changes to the work plan you submitted in your application, send me an email with the proposed changes or ask to set up a call
- If you need an extension, also email me with details





# Upcoming Events + Opportunities



# Farm to School Workshop: Harvesting Helena

Registration is open for the second of three Farm to School Workshops: Harvesting Helena! This event features voices from Helena's Montana-grown food scene, including Old Salt Co-op, Helena Food Share, Helena School District, Helena Community Gardens, and St. Peter's Health. Join us for partner program tours, educational trainings, networking, and a delicious lunch provided by Old Salt Outpost (they have veggies too!). The event will focus on how to use Harvest of the Month to further local food initiatives. Open to educators, food service directors, and the general public.

Find more information and registration [here!](#)



**Registration Open!**  
**Farm to School**  
**Workshop:**  
**Harvesting Helena**  
August 10, 2023  
9 am- 4 pm  
Central Elementary,  
Helena

MONTANA  
*Harvest*  
of the  
*Month*

**Thank you!**

