



Wallace Center
AT WINROCK INTERNATIONAL

Regional Food Economies Fellowship Program

2018 Request for Applications:
Regional Food Economies Fellowship Program

Application Deadline: April 2, 2018
by 8:00 pm EST

Wallace Center at Winrock International

Program Overview and Purpose

Consumer demand for sustainably grown local and regional agricultural products offers unprecedented opportunity for greater financial viability of small and mid-size family farms, stronger environmental performance in the farm sector, and increased rural economic development and community vitality.

Growth in the regional food sector is attracting interest from new stakeholders: regional planning and development organizations, community-based public health agencies, and the financial and technical service providers that make regional partnerships possible. Many of these stakeholders are engaging with regional food system organizations and practitioners for the first time, and are seeking guidance and exemplars within their own sectors to better understand the opportunities and challenges presented by regional food and agriculture based development. **Building a bridge between community and economic development stakeholders and the regional food sector is integral to increasing the viability and resilience of regional food economies, and improving community vitality, health, and wealth.**

The Wallace Center believes that developing and communicating a clear narrative that codifies the role of regional food economies in community and economic development is an important next step in evolving the good food marketplace. Connecting these stakeholder groups can make healthy, affordable, sustainably-produced food available to more communities while establishing reliable market channels for local and regionally focused producers. To do so, The Wallace Center seeks to accelerate and raise the profile of the efforts of innovators working within development stakeholder audiences as they pilot new approaches, establish new cross-sector partnerships, and build the case for regional food systems as a development priority.

Regional Food Economies Fellowship Program

The Wallace Center's Regional Food Economies Fellowship Program will establish a cohort whose individual projects and professional expertise will help provide models for successful engagement between regional food systems and community and economic development stakeholders. Through this program, The Wallace Center seeks to support a cohort of 6-8 Fellows demonstrating **innovative approaches to using regional food systems as a driver of community and economic development.** Fellows will be selected based on their professional experience and existing efforts to build the case within the following stakeholder groups:

- Regional Planning & Development (e.g. Economic Development Agencies, Regional Councils, Councils of Government, Metro Planning Organizations)
- Investment & Finance (e.g. Community Development Finance Institutions, Local/Regional Banks, Social Impact Investors, Philanthropy)
- Applied Research (e.g. Cooperative Extension, Small Business Development Centers)
- Agricultural Services (e.g. Farm Bureau, Farmers' Unions)
- Public Health (e.g. Healthcare Providers, Departments of Health, Health-Focused Non-Profits)

Each Fellow will design a 12-month program further developing and communicating the case for regional food systems as a development priority based on the interests and values of a particular stakeholder group. Through these individual programs, each Fellow will complete the following objectives:

1. **Deepening existing efforts and exploring new opportunities** to position regional food systems as community and economic development priority. The Fellowship will provide more resources to accelerate and promote ongoing work, and provide a space to explore new ideas. In addition to working within the stakeholder groups listed above, Fellows will also advise The Wallace Center on future program development and expansion.
2. **Raising the profile** of regional food within the stakeholder groups listed above. Wallace will support Fellows in presenting the work through conference presentations, peer meetings, and professional network building. This will also elevate the Fellow's role in this area and give them a larger platform to share their stories.
3. **Developing new tools** to help food systems practitioners apply best practices and engage new audiences. Tools might include:
 - A presentation on effective messaging and key talking points when meeting with an economic development agency on including regional food development in their portfolio
 - A guide to securing funding from a regional bank that lays out the required documentation and addresses frequently asked questions
 - A set of cases that demonstrate some of the barriers inhibiting food systems investment, and lays out methods for overcoming them
4. **Participating in a community of practice** around the goals of this work, and connecting with other Fellows through face-to-face convenings and digital networks.

Benefits

The Regional Food Economies Fellows will receive a combination of benefits during the 12-month period of performance, including:

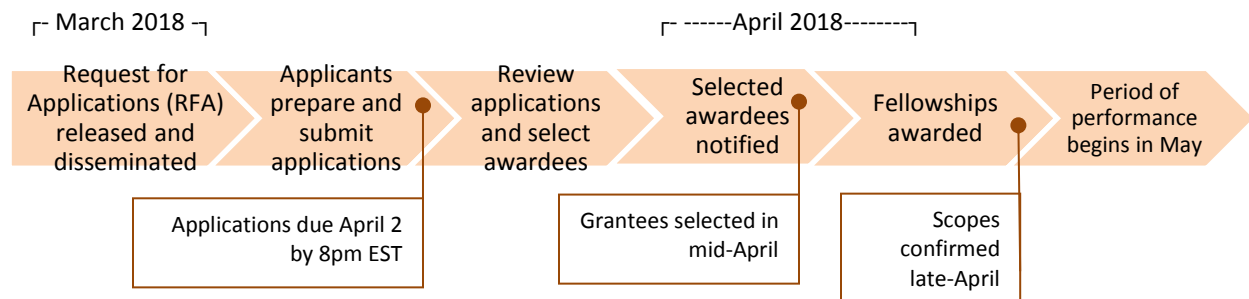
- Stipend in support of Fellowship program activities (\$15,000 per Fellow)
- Additional financial support for travel and meeting expenses related to outreach and presentation efforts at national conferences and convenings (est. 2 conferences)
- Additional financial support for travel and meeting expenses related to face-to-face convenings of the Regional Food Economies Fellows cohort and peer practitioners (est. 2 events)
- Additional financial support to develop tools and resources to help food systems practitioners as they seek to apply best practices and lessons learned; or, access to service providers subcontracted by The Wallace Center to support tool development (to be determined based on each Fellow's proposed work)
- An amplified voice and elevated profile in a national, cross-sector discourse on regional food systems as a driver of community and economic development

Each Regional Food Economies Fellow will be expected to track and report on progress towards completing the objectives and activities articulated in their application. Fellows will also agree to work with The Wallace Center to monitor and evaluate the structure and success of this program including but not limited to periodic interviews and survey collection.

Eligibility

This Fellowship is available to individuals affiliated with both non-profit and for-profit organizations, businesses, and institutions. Eligible Fellows have an established position within or deep engagement with one of the stakeholder groups listed in the Program Overview, and have efforts currently underway that align with the purpose of this program. Multiple submissions from the same Fellow (even where applications propose different concepts or stakeholder groups) will not be considered.

Timeline and Award Process



1: Request for Applications Released

With the release of this RFA, the application period is open. Applications are due by 8pm EST on April 2, 2018.

2: Applicants Prepare and Submit an Application

Applicants have until the due date to submit an application in response to the RFA. The application template with instructions is on page 6-7 of this document.

Potential applicants may submit questions and requests for clarification to RFE@winrock.org throughout the application period. On **Tuesday, March 20, The Wallace Center will host an informational webinar at 12:45pm EST** to address frequently asked questions and individual requests for clarification as time allows. To sign up for the webinar, visit <http://www.wallacecenter.org/RFE>.

Applications are due by 8pm EST on Monday, April 2, 2018. Applicants will receive confirmation of receipt with 2 business days of their submission.

3: Application Review

The application review process will begin immediately after the application period ends. The Wallace Center may contact you for additional information while reviewing applications.

4: Notification

Selected applicants will be contacted by email in mid-April to begin the awarding process. Selected applicants should be ready to work with the Wallace Center to provide the appropriate contractual documentation upon request. All applicants will be contacted regarding their status by April 27.

5: Execution

The Wallace Center will finalize and execute awards for a period of performance beginning May 1, 2018 and ending April 30, 2019.

How to Submit

Applications must be submitted by email to RFE@winrock.org by 8pm EST on Monday, April 2, 2018. The Wallace Center will email notification that your application was received within two business days. If you do not have access to the internet or cannot submit an application online for whatever reason, please contact Ellie Bomstein at 703-302-6580 to notify us of your intention to submit a paper application. Paper applications must be postmarked by Monday, April 2, 2018. Please include a phone number with paper applications—The Wallace Center will call to confirm receipt. **Late applications will NOT be reviewed.**

Application Review Criteria

Fellowships will be awarded to applicants that directly address the goals and objectives of the program, as outlined in previous sections of this RFA. The strongest applicants will be those that demonstrate the following:

- Proven expertise and/or innovative strategies for building the case for regional food systems as a community and economic development priority
- Clearly articulated program plan for how the awardee will use the Fellowship to accelerate/expand their current work
- Clearly defined tools or resources to be developed to support food systems stakeholders and practitioners
- Commitment to social equity and inclusion in their prior work and planned activities
- Commitment to transparency, reporting, sharing data and learning and willingness to participate in Wallace Center publications and webinars, and conferences, webinars and publications orchestrated by partner organizations

Contact Information

- Program Website: www.wallacecenter.org/RFE.
- Email: RFE@winrock.org
- Phone: 703-302-6580
- Mailing Address:

The Wallace Center at Winrock International
 Attn: Ellie Bomstein
 2121 Crystal Drive, Suite 500
 Arlington, VA 22202

Application Instructions

To submit an application to the Regional Food Economies Fellowship Program, please complete the cover page and narrative requirements laid out below and submit the completed document in either Microsoft Word or PDF format by email to RFE@winrock.org. You will receive a confirmation email when successfully submitted within 2 business days.

Regional Food Economies Fellowship Program Application Requirements	
Contents	1. Cover Page 2. Narrative 3. Resume/CV(s) for Key Personnel 4. Addendum (optional)
Font	Times New Roman, Arial, or Calibri 11-point font should be used for the narrative. 10-point font is acceptable for charts, tables, and references.
Margins	Minimum of 1-inch margins for all sides.
Page Limits	The Narrative should not exceed five pages, single-spaced . Illustrative graphics, tables, and charts may be included in the narrative, but must not exceed the 5-page limit. A single document may be included as an optional addendum to provide additional material that would be useful for the reviewers, such as a selection from a report or presentation. While there is no specific page limit on addendums, we suggest that this section be as brief as possible.

1. Cover Page

Please include a cover page with following information:

- Applicant Fellow’s name, address, phone number, and email address;
- Affiliated Organization’s name, address, phone number, and email address.

2. Narrative

Please respond to the following prompts to create a narrative **not to exceed five pages** with single-spaced lines. While we ask that you respond to all the following prompts, please add any additional information that you think would be helpful for the reviewers.

Experience and Capacity

- Demonstrate your expertise working among the development stakeholder groups identified in the RFA as well as food systems stakeholders and practitioners. Discuss why you are a strong choice from this stakeholder group and why now is an optimal time for your fellowship.

- Confirm your affiliated organization’s commitment to the goals of this program and capacity to provide you as a selected Fellow with the necessary time and resources to complete the proposed program objectives.

Program Objectives

- Deepening existing work and exploring new opportunities:
 - Describe your current work establishing regional food systems as a driver of community and economic development.
 - If awarded a fellowship, describe how this work would change, evolve, or accelerate.
 - Are there any key challenges you have identified in this work? How would you address them?
- Raising the profile:
 - Who are the most important influencers and decision makers in the development stakeholder groups that you are working in? What is their current position on regional food economies? Does it need to change, and, if so, how?
 - What are the outreach and communication channels that will be the most impactful in raising the profile of your work and changing the position of development stakeholder groups? Why are these channels so important?
 - What are the key partnerships, networks, or convenings that will make this work successful?
- Developing tools and resources:
 - What are the tools and resources necessary to increase the success of food systems practitioners and others working with development stakeholder groups?
 - Do those tools and resources exist? If not, what would it take to develop them?
- Building a Community of Practice:
 - Describe your experience engaging other peer practitioners working to establish regional food systems as a development priority. Who have you looked to as exemplars or mentors?
 - As a Fellow, how will your work and experience serve as an adaptable model for others?

Capturing Knowledge and Impact

- What do you hope to accomplish within this 12-month period? How will the results and impacts of this work be captured and shared with others looking to do the same?

3. Resume/CV

Please attach a professional resume or CV demonstrating the relevant experience and expertise of the applicant Fellow.

4. Addendum (Optional)

A single document may be included as an optional addendum to provide additional material that would be useful for the reviewers. While there is no specific page limit on addendums, we suggest that this section be as brief as possible. Examples of relevant addendums include:

- Excerpts from relevant reports or publications
- Excerpts from relevant presentations at conferences or stakeholder convenings
- Project work plans or budget information
- Media coverage or communications pertaining to relevant activities