



Resilient Food System Infrastructure (RFSI) – Equipment Only Funding Call

In alignment with USDA's commitment to streamline and accelerate the development of new and better market opportunities for local and regional producers, NYS Agriculture and Markets and the Farm and Food Growth Fund are expediting the review and delivery of grant funding under the USDA-funded Resilient Food System Infrastructure (RFSI) program. Launching a rapid and simplified call for applications on July 1, 2025, the RFSI Equipment-Only grant funding will have a rapid review and award process in order to support installation and reimbursement of equipment funding by the end of December 2025.

To facilitate the quick delivery of this process, the FFGF has developed the following quick reference sheet on the required documents and information needed to submit an application to allow applicants to begin preparing.

Application Documentation Checklist

1. **One letter of support** – a minimum of one letter of support can come from many different types of actors and should communicate project readiness, impact, capacity for implementation, product demand, and community support of organizational growth, how this work will not compound existing bottlenecks, and/or market outlet interest in products.
 - Landlord letter of support (if applicable) - Expenses can be for equipment or upgrades to equipment within a leased building/space, as long as the landlord allows for improvements or modifications to be made to the space. Applicants must submit an additional letter of support from the landlord explicitly allowing the equipment installation you are proposing in a leased space.
2. **One letter of commitment** – A minimum of one letter of commitment is required from a project partner. Letters of commitment should communicate a project partner's involvement and identify the specific contributions they will make to ensure the project's success. Project partners include outlets where product is sold to, product source farmers, customers of new products developed, and *must have a direct engagement with the project*
3. **NEPA questionnaire** including a copy of your results from the National Wetlands Inventory (NWI) Wetlands Mapper (<https://www.fws.gov/program/national-wetlands-inventory>), which determines if the project site is located adjacent to a river, stream, or water body. Please save a copy of the map provided and include it with your review submission to your application in Survey Monkey Apply.
4. **Budget quotes for each requested equipment**
5. **Evidence of Critical Resources and Infrastructure** letter – the template can be found on the [FFGF RFSI SMA](#) application
6. **Evidence of permitting requirements** - A detailed description of all permits required for the project and a letter from the permitting office demonstrating contact and capacity to secure all required permits in order for the project to be successfully completed by December 31, 2025. Projects that do not require a permit must have an official communication of confirmation.
7. **Any site plans/drawings** required for the project to be successfully completed by December 31, 2025;

Post-award Documentation Checklist



FARM AND FOOD GROWTH FUND

1. **UEI number** - Each applicant must obtain a Unique Entity Identifier (UEI). On April 4, 2022, the Federal government stopped using DUNS to uniquely identify entities and started using a UEI created in the System for Award Management (SAM.gov). For more information, please visit gsa.gov. FFGF recommends all applicants requiring a UEI to begin this process immediately.
2. **A certificate of insurance** consistent with the requirements set forth in Appendix A of the grant agreement.
 - Proof of workers compensation and disability benefits coverage or proof of exemption (one of the following):
 - Form CE-200
 - Form C-105.2
 - Form SI-12
 - Or, Form GSI-105.2
 - Commercial General Liability Insurance revised to add (1) FFGF, (2) The People of the State of New York; and (3) The New York State Department of Agriculture and Markets, and their officers, agents, and employees
 - Copy of the additional insured endorsement or policy language granting additional insured status; and
 - And, Certificate of Insurance.
 - Automobile Liability Insurance
 - Certificate of Insurance
3. **A current IRS Form W-9** (Request for Taxpayer Identification Number and Certification), signed within the past six months
4. **A Certificate of Status**, aka Certificate of Good Standing in NYS obtained following the instructions on the website here: <https://dos.ny.gov/certificate-status>. FFGF recommends applicants requiring a COS to begin this process immediately utilizing the expedited option.