

# American Rescue Plan Act (ARPA) Food Security Grant 2025

## Grantee Guidance Document

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### Overview

On November 25, 2024, Governor Tim Walz announced a **\$5 million investment** in remaining flexible American Rescue Plan Act (ARPA) funds to support food security across Minnesota. This is in response to the increasing demand for food shelf services and the continued strain on the emergency food system. The funds will be distributed to Tribal Nations, American Indian Food Sovereignty grantees, and food shelves. The Food Group, the regional food bank and contracted Minnesota Food Shelf Program administrative partner, will distribute these funds on behalf of the Department of Children, Youth and Families, Office of Economic Opportunity (DCYF, OEO).

### Funding

**\$4.9 million** is available for distribution to grantees of the \$5 million total contract amount as follows:

- **~\$2.45 million** - Up to half of the available distribution funds will be offered to Tribal Nations and current American Indian Food Sovereignty (AIFS) non-profit grantees.
- **~\$2.45 million** – At least half of the available distribution funds will be offered to MN TEFAP providers in addition to any remaining Tribal Nation/AIFS unclaimed funding.

The ARPA Food Security Grant is a non-competitive grant, and potential grantees must submit an online application by 1/31/2025. Hunger Solutions Minnesota will distribute grant funds on behalf of DCYF-OEO in March 2025, or when funds are available.

Funds will be distributed based on the following:

- The majority of funds will be distributed in proportion to the number of individuals served. (similar to MFSP)
- Grant amounts will range from a minimum of \$5,000 and a maximum of \$30,000.
- Service statistics from all distribution sites of your Agency or Tribal Nation will be combined to calculate your ARPA funding amount.
- One grant disbursement will be made per Agency or Tribal Nation.
- New grantees without recent program stats will be eligible for minimum funding only.

## Eligibility

Agencies with 501(c)(3) status and Tribal Nations are eligible for the ARPA Food Security Grant if they:

- Currently participate in TEFAP and have a program ID with their regional food bank (not a requirement for Tribal Nations).
- Are in good standing with TEFAP and their food bank and have provided complete and accurate monthly statistics for the period of July 1, 2023 to present.
- Have satisfied their grant reporting obligations for all prior state grants.

### Who is not eligible to apply?

- Distribution Sites, Agencies or Tribal Nations Food shelves not in good standing with the TEFAP program and/or their regional food bank (ex: not submitting monthly stats on time or accurately)
- Distribution Sites, Agencies or Tribal Nations Food shelves not registered as an approved TEFAP provider with their food bank.
- On-site meal programs
- Backpack programs

## Allowable Expenses

Allowable uses of the grant funds include, but are not limited to:

- Purchase of food, including culturally relevant foods
- Equipment
- Personnel
- Space and Rental
- Transportation expenses (mileage, gas cards, delivery fees, supplies)
- Outreach
- Translation
- Technology
- Diapers and hygiene supplies

**Grant funds MUST be fully spent by December 31, 2025.**

## How to Apply

The ARPA Food Security Grant is a non-competitive grant, and potential grantees must apply online no later than 1/31/2025 at 11:59 p.m. Central Standard Time.

The application is available online on the Hunger Solutions Minnesota website and will be sent via email. The application will be open for two weeks and will close on 1/31/2025 at 11:59 p.m. Central Standard Time. Funds will be disbursed in March 2025, or when funds are available.

Please submit only ONE application per Agency or Tribal Nation. (See definitions below). The application will include information for all associated distribution sites (mobiles, pop-ups, multiple locations, etc.).

Separate applications for multiple distribution sites connected to the same Agency or Tribal Nation will not be accepted.

## **Grant Reporting**

The ARPA Food Security Grant period is **January 1, 2025 – December 31, 2025**. ARPA Food Security Grant funds must be spent down by December 31, 2025.

**A final report** submission is required for all grantees documenting how funds were spent. Final reports are due to TFG/HSM in January 2026. The final report will be sent out by email and made available in Fall 2025 on the TFG/HSM websites and can be completed at any time once the funds are fully spent.

## **Grant Monitoring**

**All grantees are subject to monitoring by DCYF-OEO and/or TFG/Hunger Solutions, and must maintain and keep spending documentation on site for 7 years.** All grantees are required to maintain copies of receipts, invoices, or the front and back of canceled checks related to grant expenditures during the grant period.

Hunger Solutions and DCYF-OEO are required, at a minimum, to conduct monitoring site visits (in-person or virtually) with all grantees that receive greater than \$50,000 in state grant funds during the state fiscal year (July 1 - June 30). Grantees will be notified in advance and asked to schedule a monitoring visit as well as submit receipts and spending documentation. Monitoring visits will be scheduled during the current grant period.

## **Definitions**

### **Agency:**

- This is the tax-exempt entity; legal name; often a 501c3, Tribal Nation, or equivalent.
- Is an Organization, Agency, Tribal Nation as defined in regulations for a “Eligible Recipient Agency” or ERA (“eligible recipient agency” [§ 251.3\(d\)](#))
- Meets tax-exempt status per [§ 251.5\(a\)\(3\)](#);

### **Distribution Site:**

- A location where the agency distributes food.
- Includes Brick and Mortar Sites (traditional “Food Shelf”), Outreach Programs, Mobile Program, Pop-Up Distribution, etc.

**TEFAP ID:** Your TEFAP ID is given to you by your regional food bank. Each of your TEFAP eligible programs will have their own unique TEFAP ID. These IDs are used for purchasing orders from your food bank and should be on your invoices or in your online food bank account. You will need to know the TEFAP ID for each program you will apply for prior to completing the application.

Not sure of your TEFAP ID? TEFAP IDs typically follow this format based on food bank:

Second Harvest Heartland: C1234-01

The Food Group: TFG1234

Second Harvest Northland – West: 1234

Second Harvest Northland – East: A12345

Channel One: 1234

North County: ABCDE1

If you are still unable to locate your food shelf's TEFAP ID, please contact your regional food bank.

Note: For food shelves that order from more than one food bank (for example, ordering from both The Food Group AND Second Harvest Heartland), be sure to use the ID number from the agency you order TEFAP products from. Food shelves located in Hennepin County order TEFAP from The Food Group. Food shelves in the rest of the Twin Cities metro area order TEFAP from Second Harvest Heartland.

## **Contact**

Please contact Stephanie Robinson, Statewide Food Access Liaison at The Food Group at [srobinson@thefoodgroupmn.org](mailto:srobinson@thefoodgroupmn.org) if you have additional questions.