



WASTE-FREE

Ventura County

Eliminate Hunger. Recover Food. Reduce Waste.

Microgrant Overview:

Waste Free Ventura County (WFVC) is a coalition including the cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Santa Paula, Simi Valley, Port Hueneme, Thousand Oaks, and Ventura, who work together to reduce food waste, eliminate food insecurity, and recover excess edible food to distribute within the community.

To support compliance with SB 1383 and advance the development of a regional food recovery program across partner jurisdictions, Waste Free Ventura County (WFVC) and Abound Food Care are administering an edible food recovery Microgrant to help increase organization's ability to recover excess edible food effectively and efficiently. This grant is designed to identify participating Food Recovery Organizations current needs and expand programs and collaborative projects.

Food Recovery Microgrants:

Waste Free VC (WFVC) is launching a grant program to support the capacity-building of six or more Food Recovery Organizations working with Tier 1 and Tier 2 generators in the County. Eligible organizations may apply for funding ranging from \$3,500 to \$15,000 to support existing programs or initiatives.

The goals of this grant program include the following:

- Increase the capacity of local organizations operating within the County of Ventura to recover and distribute edible food.
- Collect data on the impact of funds awarded on increasing the amount of food safely recovered and/or distributed by food recovery organizations and services.
- Collect data on trends related to food waste and food recovery.
- Ensure food safety in food recovery and distribution.
- Improve the region's ability to respond to and comply with SB 1383 mandates by increasing capacity, thereby enabling businesses to donate the maximum amount of edible food that would otherwise be disposed of.

WFVC and Abound Food Care will provide technical assistance to prospective recipients. An Abound Food Care's team member will be available for any questions about the application process, eligibility requirements, and assistance with sourcing or providing equipment quotes.

Funds must directly benefit food recovery efforts in the Ventura County region. This grant does not require matching funds or cost-sharing. **Collaborative applications involving multiple nonprofit organizations (NPOs) and Tier 2 Edible Food Recovery are encouraged and will be prioritized.** To ensure a coordinated regional effort and approach, WFVC and Abound Food Care will evaluate all

applications based on eligibility, capacity, and jurisdiction to ensure organizations are awarded equitably throughout the county.

Eligibility Requirements

Any non-profit organization operating within the cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Santa Paula, Simi Valley, Port Hueneme, Thousand Oaks, Ventura and/or the Unincorporated areas of Ventura County that collects and/or distributes recovered edible food.

- Applicants must be a registered 501(c)(3) nonprofit organization located in Ventura County.
- Applicants must fill out and submit a W9 to receive any awarded funds.
- For all requested capital purchases, applicants must include price quotes with their application: a minimum of one (1) quote for items under \$500, two (2) quotes for items between \$500 and \$5,000, and three (3) quotes for items between \$5,000 and \$15,000.
- Funds must solely benefit food recovery efforts in the Ventura County region.
- Awardees must complete all Grant Awardee Required Activities. *Please see below
- Awardees must track data and outcomes during the entire grant period for report submission.

Application Requirements

Budget Request

The application requires total grant funds requested to fund equipment. Applicants will be asked to further specify these expenses, including clarification of items/tasks and the budgeted cost associated.

Quotes and Purchasing Process

Using the specifications provided in the budget table, the Abound Food Care team is available as a resource to assist applicants in identifying appropriate equipment and obtaining competitive pricing when needed. Upon application approval, a member of the Abound team will coordinate with awardees to confirm equipment specifications and outline the purchasing process.

Eligible Expenses:

- Refrigerator and Freezers
- Pallet Jacks, Hand-trucks & Carts
- Storage Bins & Containers
- Thermal Blankets
- Scales
- Blast Chiller
- Composter/Dehydrator
- Tracking Technology
- Thermometers
- Food Safety Training
- Limited-Service Charitable Feeding Operation (LSCFO) Registration
- Staff time for grant administration (may not exceed 10% of total budget request)

Ineligible Expenses:

- Overhead
- Personnel/Staffing
- Gas (Fuel, EV Charging, etc.)
- Construction
- Purchase of food
- Utilities
- Insurance
- Labor or professional services
- Purchase or leasing of buildings/property.
- Purchase or lease of vehicles and/or related expenses.
- Expenses incurred before or after the grant term.
- Items that have not been reviewed and approved in advance.
- Any items that do not directly increase food recovery capacity or assist with food distribution.

Timeline

The application cycle for the Edible Food Recovery Microgrant Program will run from **April 6, 2026**, through **May 22, 2026**. All applications will be reviewed by the Waste Free VC Working Group, and organizations will be notified of award decisions.

- Application Opens – April 6, 2026.
- Application Deadline – May 22, 2026, application will close at 11:59 pm.
- Award Notification – No later than June 15, 2026

If your application requires revisions or further clarification, we will contact you as soon as possible to provide feedback and assistance. If your application is approved for award, you will receive an email detailing the next steps. Abound Food Care will continue to work with Microgrant recipients to complete the Awardee Required Activities and Reports in your grant term.

Application Assistance

Abound Food Care is available to assist you with your application or answer any questions. You can also request a virtual meeting by emailing us at: WasteFreeVC@venturacounty.gov or submit a request through the [Waste Free VC](#) website.

Grant Awardee Requirements

Awardees must complete the following activities during the grant term. A brief description of these activities is provided in the sections below.

- Ensure all applicable food safety requirements are met.
- Complete a progress update meeting with Abound Food Care.
- Track and record specified data in the application and agreement.

If your organization or business does not currently have the resources to complete grant requirements, you may request funds for materials and/or support to fulfill these requirements. For example, if your organization does not currently use scales to weigh food, you may request grant funds to purchase scales to track and report this data.

Food Safety Requirements

Please visit the County of Ventura Resource Management Agency website for more information about [Food Protection](#). For the Edible Food Recovery Microgrant, awardees must ensure the following food safety-related requirements are met, as applicable to their organization:

- Maintain current food handlers' certifications.
- Maintain a current health permit or registration.

Progress Update Meeting

Grant participants will be asked to participate in a 30-minute progress check-in meeting with the Abound Food Care team half-way through the grant-term to confirm purchases have been received, implemented, and discuss their overall experience and any remaining needs. This meeting will also be an opportunity to review the final reporting template and tracking requirements and answer any questions on approach for recording keeping.

Report

Awardees are required to submit a final report as specified in their grant agreement. When you receive your grant agreement to review and sign, it will include a reporting template outlining all reporting requirements. The final report is due at the conclusion of your grant term (**December 15, 2026**). We welcome organizations that complete the final report prior to December 15th to submit it at their earliest convenience. Please note that your grant agreement may include revised or additional reporting requirements based on the specifics of your proposed project and application.

Application Questions

Section 1: Applicant Information

1. Applicant Name (Required):
2. Organization Name (Required):
3. Tax ID Number (Required):
4. Applicant Email (Required):
5. Applicant Phone (Required):
6. Street Address (Required):
7. How many locations do you have in Ventura County? (Required)
8. Are all required business license(s) valid and up to date? (Required)
9. Are all required permits valid and up to date? (Required)
10. Which areas do you serve? (Please select all that apply and estimate the percentage this project will serve each jurisdiction selected):

Camarillo

Fillmore

Moorpark

Ojai

Oxnard

Port Hueneme

Ventura

Santa Paula

Simi Valley

Thousand Oaks

Unincorporated Ventura

11. Briefly describe your organization and mission (Required):

Section 2: Capacity Questions

1. Do you physically collect food donations directly from businesses, or do you receive recovered food through another organization or entity? Please explain. (Required):
2. Estimated number of pounds of edible food collected monthly (Required):
3. Estimated number of pounds of edible food distributed monthly (Required):

4. Estimated number of meals served monthly (Required):
5. Estimated number of individuals served monthly (Required):
6. Does your organization use scales to weigh incoming food donations? (Required):
7. Does your organization track inedible food waste? If yes, briefly describe the method your organization uses to quantify inedible food waste (Required):
8. Does your organization use any software to track food donations or keep track of records? (Required)
9. Do staff members and volunteers maintain appropriate food handler or food safety manager certifications as necessary or required by state or local mandates? If applicable, please attach Food Safety Certificate along with other supporting documentation.
10. Is your organization interested in learning more about the WFVC Tier Two pilot program to increase food donations?
11. What businesses do you currently recover food from? Please indicate your recovery schedule, including partners and locations.

Partner Name	Location	Frequency (day & time if available):

12. What is your current distribution schedule, including number of days, hours, and locations.

Location	Day	Time	Frequency

Section 3: Proposal Information

1. Briefly describe your current program or project you plan to support using this funding. Please include a description of your collaboration with any other organizations, entities, or businesses as it relates to your project plan.
2. Briefly describe how this funding will benefit your organization in increasing your capacity to accept more food donations and/or distribute more food.
3. Attach Completed Budget Table



SMART-Project-Budget-Table-2026.xlsx

4. Attach Obtained Quote(s)
5. Attach W9

Section 4: Proposal Submission

Please check boxes to confirm your commitment to completing the following activities during your grant period.

- Funds will solely benefit Ventura County and affiliated cities.
- Use current scales, or purchase scales with funds requested, to weigh food donations.
- Track distribution data.
- Provide reports upon request (to be detailed in your agreement).
- Complete Food Safety Requirements.
- Attending at least one progress update meeting with Abound Food Care.

To submit your proposal, please include all required supporting documentation:

- Completed application form
- W-9
- Completed budget table
- Quotes for any requested capital purchases

All materials should be emailed to WasteFreeVC@venturacounty.gov

Submissions must be received by 11:59 PM on **May 22, 2026**. Please ensure that all documents are complete, as incomplete submissions may not be considered for funding.