



**Environmental
Quality & Sustainability**

Urban Agriculture Infrastructure Support Program

Dallas County Health and Human Services & The City of Dallas

Background

The USDA defines food security as the assurance that everyone has consistent access to a safe and adequate food supply for a healthy and active life. This not only involves the availability of nutritionally sufficient foods but also the ability to acquire them. Food insecurity has become a growing public health concern in the United States, especially heightened by the challenges posed by the COVID-19 pandemic. Dallas County, being the second-largest county in Texas, faces significant health challenges, with chronic diseases such as diabetes, cancer, and cardiovascular disease being the leading causes of death.

To address these health threats and enhance the well-being of vulnerable individuals, a rising number of urban growers, organizations, and local entities in Dallas County have initiated various urban agriculture projects and initiatives. These endeavors aim to combat hunger and increase access to nutrient-rich foods. Strategies include expanding urban growing acreage, establishing more farmers' markets across the City, providing education on gardening, and more. However, for these initiatives to succeed and for community members to reap the benefits of a healthier diet and lifestyle, it is crucial to establish the appropriate infrastructure.

In many urban areas, including Dallas, a significant portion of the population faces challenges in accessing healthy food, often due to a limited supply of locally produced, affordable options. As part of the effort to address this, the City of Dallas is partnering with DCHHS to implement the Urban Agriculture Infrastructure Support Program

(UAISP). Accordingly, the City of Dallas provided funding in the amount of \$99,600, which was used to establish a grant program supporting local urban agriculture operators. As a result, 14 agriculture stakeholders were selected as grant recipients, with funding amounts allocated based on their applications. The City of Dallas is now providing funding for the second round of the UAISP grant program, in collaboration with DCHHS on implementation of the UAISP grant program.

Objective

The main goal of UAISP is to strengthen the capacities of urban growers and farmers in the city, thereby advancing food security, fostering healthier communities, and mitigating challenges within the local food system. UAISP strives to offer funding that addresses the expenses associated with executing projects aimed at improving agricultural infrastructure in the City of Dallas. Specifically, the program aims to assist farmers and food growers in the planning, design, and installation of eligible infrastructures, while also streamlining the permitting process.

Funding

For the second round, DCHHS is seeking a one-year renewal of the existing contract with funding not to exceed amount of \$99,600 for the urban agriculture infrastructure support program.

The UAISP intends to build on phase one and make available additional funding for either round one recipients and new applicants. Funding allocation will remain the same at up to \$10,000 for which would be dispersed on reimbursement basis for eligible expenses.

Eligibility

To be eligible for funding, individuals or establishments must fulfill the following criteria:

1. Engage in edible farming and gardening, and/or participate in aggregation, and/or process agricultural food products.
2. Contribute to the local food system by either engaging in food production and/or facilitating access to healthy and safe foods.
3. Clearly demonstrate a need for funding to improve food-related infrastructure.

Allowable Expenditures

Permissible costs mainly encompass expenditures associated with the planning, design, and/or implementation of power or water infrastructure to support the production, aggregation, and/or processing of food. Projects involved in activities falling within this scope will receive preferential consideration during the application evaluation and selection process. Additionally, costs associated with structures and practices facilitating year-round production and storage of food will also be eligible. The following is an itemized list of some costs that the program will reimburse:

1. Project/Infrastructure plans or designs.
2. Urban agriculture infrastructure counseling and professional services.
3. Utility connections to on or off-grid water systems, including drip irrigations.
4. Utility connections for off-grid energy supporting urban agriculture operations.
5. Contracted labor/installations.
6. Greenhouses/hoop houses.
7. Versatile high tunnels (multi-season).
8. Cold storage/temperature control equipment.
9. Grow light systems.
10. Bee hives.

Other expenses deemed allowable by DCHHS & the City of Dallas

Non-Allowable Expenditures

The following is a list of some non-allowable costs that will not be reimbursed by the program:

- a. Personnel payments.
- b. Beautification projects, including fences and signage.
- c. Farming and gardening supplies.
- d. Training payments.
- e. Credit and debt payments.
- f. Other expenses deemed non-allowable by DCHHS & the City of Dallas.

Implementation Schedule

The application period for the grant will commence on November 24th, 2025, and conclude on **December 29th, 2025**. The anticipated implementation period for the selected projects receiving funding is scheduled from **March 1st, 2026, through August 31st, 2026**. All reimbursement requests for expenses incurred during the grant period must be submitted to the DCHHS by **September 30th, 2026**. Expenditures outside the grant period (**from March 1st, 2026, through August 31st, 2026**) will not be eligible for reimbursement.

Application Process

About the Application

All applicants are required to submit their grant application for the UAISP using the provided UAISP grant application form (refer to Attachment-1). The application for funding under the program must include the following information:

- 1. Project Description:** Detailed information about the project seeking reimbursement grant funds, including how the project aims to enhance agricultural infrastructure in Dallas and contribute to food security.
- 2. Budget:** An itemized outline of the project budget and expenditures.
- 3. Sustainability:** Description of additional financial and other resources, including community support (such as volunteers and other stakeholders). This section should also include an indication of a minimum three-year operational plan.
- 4. Community Impact:** Explanation of the project's impact on the local food system and its contribution to improving community health.
- 5. Project Timeline:** A schedule outlining the implementation plan for the project.
- 6. Attestation:** A signed attestation by the applicant, affirming the accuracy of the information provided in the application.

How to submit the application

The application attached herewith must be submitted to the DCHHS Chronic Disease Prevention Division by **December 29th, 2025** for consideration of funding. Completed applications can be submitted via email or online. Following the receipt of applications, the CDPD will evaluate each submission based on project merit, sustainability, project impact, and community engagement, as outlined in the Evaluation Criteria Table. Additionally, DCHHS CDPD staff will conduct a site visit to the project site to verify the information provided in the application and address any relevant queries.

To submit the application, please use the link below.

Online Submission: Utilize the online form accessible on the DCHHS Chronic Disease Prevention Division webpage through the provided link. *(Please note that there is currently no "Save and continue later" feature, so applicants must complete the form in one session and submit it.)* **Please be advised that the budget section requires a separate submission.** After completing the budget, applicants **must return** to the main application to sign and submit it for final review. [Click here to apply online.](#) Application results will be sent via email in February 2026.

Evaluation

DCHHS has identified specific criteria to assess applications submitted for UAISP funding. These criteria are designed to uphold principles of fairness, effectiveness, and alignment with the grant program's objectives. They encompass Alignment with Grant Objectives, Impact on Community Health, Sustainability, Community Engagement and Collaboration, Impact on Health, and Budget and Cost-Effectiveness. The table below illustrates the allocated points for each criterion and sub-criterion, with the total points out of 100 serving as the selection score.

Reporting

Grant recipients must submit a **monthly report** utilizing the provided Monthly Report Form (Attachment- 2), which also functions as an invoicing tool. All reported expenditures must be substantiated by relevant documents such as receipts, contracts, and/or other transaction records. The invoicing procedures and expectations for all parties will be outlined in the Memorandums of Understanding (MOUs) to be established between DCHHS and each grant recipient.

Additionally, grant recipients are obligated to complete the **Impact Assessment Form** (Attachment-3) to delineate the effects of the grant. Alongside the Impact Assessment Form, recipients must submit before and after photographs of the project site, along with a photo release form.

Conversely, DCHHS will furnish the City of Dallas with a monthly financial and progress report in a mutually agreed-upon format.

EXHIBIT C

Garden Name:
Contract Term:
Month Reporting:

ITEMS REQUESTED						
Quantity	Description	Unit Price	Total Amount	SPENT THIS MONTH	Budget	REMAINING BALANCE
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
TOTAL AMOUNT			\$ -		\$ -	\$ -

CERTIFICATION

I certify that the above services were rendered, or goods delivered, and that they correspond in every respect with the contract under which they were procured and that the supportive documentation is true and accurate.

Signature

Date

PREPARED BY/ TITLE	TELEPHONE	DATE SUBMITTED

Attachment-2**MONTHLY REPORT**

(Due each month on the 15th day of the following month. Final MFR due 30 days following the end of the final month of the funding allocation term.)

MOU #:		Contract Term:	
Agency Name:		Request No.	
Address:		Month Reporting:	
Vendor No.:		Funding Source:	
Employer ID No.:			

FINANCIAL REPORT

DIRECT COST CATEGORIES	APPROVED BUDGET	SPENT THIS MONTH	Y-T-D	BUDGET BALANCE	TOTAL % SPENT
TOTAL	\$ -	\$ -	\$ -	\$ -	

Note: Please attach supporting documentation for all expenditures shown in the Financial Report.

MONTHLY PROGRAM REPORT

I.

Deliverables/Activities	Total (%) Completed
1. Create partnerships and assist at least 5 local growers and/or farmers and/or aggregators	
2. Support expansion of urban agriculture infrastructure in Dallas by assisting the planning, design and installation of water-meters and/or off-grid power	
3. Increase acreage of neighborhood growing sites (e.g. commercial, community, and resident gardens) serving equity priority areas [with high minority populations]	
4. Support installation of structures and practices facilitating weather resistant and year-round production and storage of food such as green houses, high-tunnels, bee hives, etc.	
5. Increase in acreage in climate- resilient gardens and growing areas.	
6. Data submission	

II.

Progress on Goals and Objectives:**Program Successes and Challenges:****CERTIFICATION**

I certify that the above expenditures and services rendered correspond in every respect with the awarded MOU and that the supporting documentation is true and accurate.

Signature: _____

Date: _____

Name: _____

Title: _____

PREPARED BY/ TITLE		DATE SUBMITTED



DCHHS Urban Agriculture Infrastructure Support Program Impact Assessment Form

Please complete the following questionnaire to help us understand the impact of our support.

General Information

Organization:

Address:

Email:

Phone #:

Garden Information

1) Please briefly describe your project and what the funding was used for.

2) What is or will be the estimated amount of overall food production?

3) What portion of this production is or will be due to the funding received?

4) Did you expand the number of garden/planting areas due to the funding received? If so, how many new plots did you add? (Please include the total increase in yards or acres)

5) What is the estimated number of people in the community benefiting from the project as a whole? What was the increase in the number of people benefiting due to this funding?

6) What is the estimated amount of food donated to local food banks or local partners, if any?

7) What are the challenges that you faced to continue and/or expand your operations?

8) Do you intend to apply for funding in the future?

☐

Yes

☐

No

Comments

In the space below, please share any feedback or input that you feel would assist us in better determining how we can support your community garden.