



2026 Food Security and Wisconsin Products Program Request for Proposals

Applications must be received by 11:59 p.m. central time on November 5, 2025.

More information on the Food Security and Wisconsin Products Program, including application materials is available on the DATCP website at: <https://datcp.wi.gov/Pages/AgDevelopment/FoodSecurityInitiative.aspx>.

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Program Overview

The Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) Food Security and Wisconsin Products Program is designed to provide grants to Wisconsin's nonprofit food assistance organizations for the purpose of purchasing food to Wisconsin communities at no cost and supporting the growth and operations of food producers/processors in Wisconsin.

The 2025-2027 Wisconsin State Budget included \$5 million annually for a Food Security and Wisconsin Products Program.

SECTION 9102. Non-statutory provisions; Agriculture, Trade and Consumer Protection.

(1) FOOD SECURITY AND WISCONSIN PRODUCTS GRANT PROGRAM. In fiscal years 2025-26 and 2026-27, from the appropriation under s. 20.115 (3) (m), the department of agriculture, trade and consumer protection may award grants to nonprofit food banks, nonprofit food pantries, and other nonprofit organizations that provide food assistance for the purpose of purchasing food products that are made or grown in this state. Notwithstanding s. 16.42 (1) (e), in submitting information under s. 16.42 for purposes of the 2027-29 biennial budget bill, the department shall submit information concerning the appropriation under s. 20.115 (3) (m) as though the total amount appropriated under s. 20.115 (3) (m) for the 2026-27 fiscal year was \$5,000,000 less than the total amount that was actually appropriated under s. 20.115 (3) (m) for the 2026-27 fiscal year.

The Food Security and Wisconsin Products Program will follow [Wisconsin Administrative Code ch. ATCP 163](#), which is DATCP's Administrative Rule for Agricultural Development Grants (proposals, evaluations, contracts, verifications, and public access).

This Request for Proposal (RFP) details all the information needed to apply. Please read through the evaluation criteria when preparing your application.

Funding Priorities

This program will prioritize projects that:

- Purchase Wisconsin sourced foods and distribute across the state of Wisconsin at no cost to community members.
- Demonstrate procurement from Wisconsin producers, processors, or local food distributors.
- Partner with and serve multiple Wisconsin local food suppliers and communities.
- Combine resources and create partnerships to streamline sourcing and delivery in order to expand access to a variety of foods.
- Increase food access to each of Wisconsin's 72 counties across the state.

Available Funds

A total of \$5 million is available and will be distributed through a competitive review process. There is no minimum request amount, and applicants may apply for up to \$5 million.

This is a reimbursement grant. Grant funds will not be advanced; awardees must request reimbursement and provide supporting documentation and proof of payment for eligible costs being claimed. Matching funds are not required for this program. DATCP reserves the right to partially fund projects.

Program Timeline

Event	Date
RFP is released	October 1, 2025
Applications due to DATCP	November 5, 2025 (11:59 p.m.)
Applications scored and selected by review committee	November 24, 2025
Selected applications notified by DATCP	December 12, 2025
Anticipated project start date	February 1, 2026
Project end date (all projects must conclude no later than)	December 1, 2026

Eligible Applicants

Applicants must satisfy the following criteria to be deemed eligible for this program.

- Applicant must be a non-profit food assistance organization serving Wisconsin communities to be eligible to apply.
- Applicants must have a demonstrated ability to work with Wisconsin suppliers sourcing from Wisconsin farmers and suppliers and to distribute this food to Wisconsin community members in need in order to support access and food security efforts.
- Applicants must have the ability to track and report food procurement and distribution.
- Applicants must demonstrate that all foods procured meet the minimum standard of Wisconsin food product (at least 51% produced or processed in Wisconsin.)
- Projects must demonstrate their ability to deliver Wisconsin products and address food security in multiple counties through a statewide reach. Applicants are encouraged to apply together in order to utilize networks with the greatest possible reach and impact across the state.

Each applicant must designate as a contract signer an individual who has authority to sign a contract with DATCP on its behalf. Each applicant must also designate a primary point of contact for communications and reporting for the grant. Each applicant, including co-applicants, must demonstrate a proven ability to carry out all elements of the proposed project. Preference will be given to projects whose lead person or entity has a proven track record of grant management and/or a long-standing track record of strong fiscal experience and capability. Employees of DATCP and their immediate family members (i.e., parents, siblings, spouses, and children) are not eligible to receive a grant or participate as a project collaborator.

Eligible Projects

Project funds must purchase food for human consumption sourced from Wisconsin producers or processors, for distribution to Wisconsin community members in need at no cost. Projects must collaborate with and partner on food security efforts to expand and strengthen Wisconsin's food security network. Applicant organizations are encouraged to partner with other organizations and groups to apply as a consortium in order to achieve statewide impact. Applicant organizations may not impose membership requirements on partner organizations to participate in the grant program.

Projects will only be reimbursed for project costs incurred during the project period. 100% of the budget must be spent on food procurement. Funds must be used to support Wisconsin suppliers and serve communities in Wisconsin. Strong proposals will demonstrate capacity to purchase Wisconsin foods, distribute to communities in need across the state of Wisconsin, and increase access for food programs within existing networks and with programs that may be non-affiliated with a food security network. Strong proposals will also demonstrate clear partnerships with shared decision-making power between all project partners and that the communities receiving food have input on food products moving through their food access sites and to community members.

Although projects may receive other federal or state funding that support and complement this project, projects may not receive other state or federal funding for the same expenses.

Budget and Expense Detail

Project budget must be used for food procurement. Projects will only be reimbursed for project costs incurred during the project period.

Eligible Expenses

- Food sourced from Wisconsin and purchased from Wisconsin farmers, processors, or local food distributors
- Foods procured must meet the minimum standard of Wisconsin Food Product (at least 51% produced or processed in Wisconsin)

Ineligible Expenses

Ineligible Expenses include but are not limited to:

- Distribution or storage costs
- Distribution supplies, including costs associated with labeling or repackaging of foods
- Communication/outreach materials
- Staff time
- Current Wisconsin mileage reimbursement
- Real estate purchases
- Repayment of loans or mortgages
- Contract payments for time periods extending beyond the term of the grant contract
- Administrative or overhead costs
- Advertising expenses
- Legal fees
- Lobbying, fundraising, or other political activity
- Airfare, hotel, staff meals, and other per diems
- Any work performed in the preparation or production of a proposal
- Capital acquisitions or assets and equipment with a per-unit cost of more than \$5,000
- Alcohol
- Supplies for farm production or harvest
- Rental of a truck or equipment necessary for project implementation
- Contracted evaluation/reporting, financial, or other administrative services necessary for project activities

Matching Funds

Matching funds are not required

Submissions

Application materials, including required supplemental document templates are located on the DATCP website at <https://datcp.wi.gov/Pages/AgDevelopment/FoodSecurityInitiative.aspx>.

Applications, Projected Purchase and Distribution Plans, and Sign-on letters must be received by 11:59 p.m. on Wednesday, November 5, 2025.

Applications received after this deadline will not be considered for funding. The Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) encourages submitting proposals early to ensure it is received prior to the deadline. Incomplete applications with unanswered questions or missing materials may not be considered for funding. Paper applications are available upon request. All application and supporting materials must be received by DATCP by the deadline.

If you have any questions, please contact DATCPDADgrants@wisconsin.gov.

Review Process and Evaluation Criteria

This is a competitive grant. Each proposal must include sufficient information to allow the reviewers to evaluate the proposal. Each complete and on-time proposal will be reviewed by a committee and will receive a rating based on scoring criteria outlined in the Evaluation Criteria, with the maximum score being 100. The rating score will determine the proposals to be funded. DATCP may require additional information to review the proposed project. Review and scoring will be conducted consistently with the criteria listed in Wis. Admin. Code § ATCP 163.03(2) [Wisconsin Legislature: Chapter ATCP 163](#). More points will be awarded to projects that meet funding priorities.

Project Justification (10 points)

- Clearly describes:
 - The need and opportunity
 - How communities across Wisconsin will benefit
 - How Wisconsin producers and processors benefit
 - How projects will collaborate with food suppliers, food security networked and non-affiliated programs on increasing access and food security in Wisconsin
 - How the network that will be served and how non-affiliated food programs can partner and gain access
 - How individual or groups applicants will work to impact food insecurity statewide across multiple regions of the state and Wisconsin's 72 counties

Project Partnerships (25 points)

- Is community-led or shows clear decision-making, collaboration and leadership capacity
- Identifies all necessary supply chain partners to efficiently source, aggregate, distribute and receive Wisconsin Food Products food at food access sites; including producers and processors, any aggregator(s) or distributor(s); and all hunger relief/food access partners. Projects will be prioritized for consideration should they demonstrate the ability to source Wisconsin Food Products from local

producers and suppliers

- Identifies which supply chain partners are committed to supplying and distributing for the project
- Clearly defines the role(s) of each partner, highlighting any past experience working together that demonstrate project readiness
- Sign-on letter supply chain partners, food access sites, distributors, and partners are attached and clearly indicate all partners' roles in the project
- Projects will be prioritized for consideration should they demonstrate how multiple local food sources, network and non-affiliated partners can be utilized to benefit the maximum number of communities across Wisconsin's 72 counties
- Projects will be prioritized for consideration should they demonstrate an expansion of network partnerships and beneficiary communities throughout Wisconsin to ultimately increase access to food and food security for communities statewide

Project Work Plan (15 points)

- The work plan aligns with accomplishing project objectives with adequate time allocated for each work plan task
- Clearly and adequately describes the work to be accomplished
- Identifies which partner is responsible for each work plan item
- Clearly shows how food resources will be distributed to meet the needs of counties being served
- Demonstrates provisions to collaborate with both partner and non-partner organizations in order to address stakeholder requests
- Demonstrates how their procurement plan will source Wisconsin products from Wisconsin producers and processors
- Applications will be prioritized should they demonstrate a procurement plan that favors food sources far exceeding the definition of Wisconsin products (minimum 51% produced or processed in the state of Wisconsin)
- Applications will be prioritized should they demonstrate how food security networks will be strengthened by working with local and regional suppliers and non-profits to augment their reach and impact to Wisconsin suppliers and counties that might otherwise not benefit from this program

Project Outcomes and Impact (20 points)

- Clearly describes:
 - Which communities the project will benefit
 - How the project serves a previously unmet need
 - How much and what types of food will be procured and distributed, highlights how culturally appropriate, whole or minimally processed foods will be the focus of the foods distributed to communities
 - How this project strengthens or expands partnerships
 - How Wisconsin producers and processors will benefit
 - How will the project strengthen food security networks and create sustainable and durable partnerships

Project Management and Impact (10 points)

- Clearly describes the systems, policies, and plans in place to ensure financial oversight and prevent fraud or mismanagement of project funds
- Clearly describes tracking systems to ensure food is Wisconsin sourced, producers and processors are fairly paid and that safe high-quality food is delivered in a timely manner to Wisconsin residents

impacted by food security barriers

- Clearly describes the systems, policies and plans in place to evaluate and measure the economic and health and wellness impacts of the program on Wisconsin producers, processors, and residents or communities faced with food security barriers

Project Evaluation (10 points)

- Links project activities to project outcomes
- Demonstrates ongoing evaluation with beneficiaries and project partners and describes methods to respond or adjust as needed including gathering and responding to input from producers, distribution centers, and food recipients
- Clearly outlines a plan to:
 - Measure project impact, including how this project will benefit producers and Wisconsin community members receiving the food
 - Document successes, challenges, and next steps
 - Capture quantitative and qualitative data

Project Budget (10 points)

- Budget items are adequately identified, clear, efficient and reasonable
- The proposed budget provides a narrative justification
- Budget items and work plan tasks are clearly linked
- Budget identifies at 100% food procurement

Grant Recipient Requirements

Contracts

DATCP will develop a contract for each funded project, which will be signed by DATCP and the recipient. No funding commitment is final until the contract is signed by the grant recipient and DATCP. Any project expenses incurred prior to the start of the Performance Period in the contract are not eligible for reimbursement. No project may seek reimbursement for eligible expenses incurred until the contract is signed by both the grant recipient and DATCP. The grantee may be asked to provide additional information to finalize the details of the work plan, timeline, budget, and implementation plan beyond the grant application information to be included in the contract.

Grant contracts must be signed and returned to DATCP within 30 days of receipt. Failure to submit an executed copy of the contract within 30 days of receipt may result in the loss of awarded grant funds, unless the delay is approved by DATCP.

Project work may not begin until DATCP signs and returns the contract.

Payments/Reimbursements

This is a reimbursement grant. Payments will be made following DATCP's receipt of an invoice documenting eligible expenses incurred by the grantee. The final payment will be made upon DATCP approval of written reports of the project. Invoices must include receipts or other proof of payment. Requests for reimbursement must be submitted on the Request for Reimbursement cover sheet provided by DATCP. To receive reimbursement, grantees must clearly outline costs being claimed, provide supporting documentation and proof of payment (e.g., copies of invoices with cleared checks, BOL, etc.).

Ten percent of the grant award will be withheld as a final payment until DATCP receipt and approval of the completed final performance report, presentation of project, the verified statement, receipt of the final reimbursement request, and if required, the verified statement.

Pre-Award Costs

DATCP will not reimburse any costs incurred by any firm for work performed in the preparation and production of an application or any work performed prior to the start of the project's Performance Period listed in the contract.

Reporting Requirements

Semi-annual reporting (on prescribed format) will be required, which will include billings for reimbursement of eligible project costs. Reports should include information on: How much food was purchased and from whom, to whom the food was distributed, and the impact of this food on served communities. A final report of impacts will be required within 30 days of project completion. DATCP reserves the right to modify these reporting requirements during the course of the program.

Applicants who do not submit semi-annual or final reports on time, and/or submit incomplete reports, may be required to return all previously disbursed funds to DATCP and/or may be removed from future funding opportunities.

In addition, DATCP reserves the right to conduct follow-up surveys of funded projects in order to determine long-term impacts of the program.

Record Requirements

The grantee will be responsible for setting up and maintaining a project file that contains all records of correspondence with DATCP, receipts, invoices, and copies of all reports and documents associated with the project. The grantee shall retain all data and other records relating to the acquisition and performance of the

contract for a period of four years after the completion of the contract. All records shall be subject to inspection and audit by state personnel at reasonable times. Upon request, the grantee shall produce a legible copy of any or all such records.

Monitoring

DATCP reserves the right to perform site-monitoring visits to any and all grantees to ensure that work is progressing within the required period and that fiscal procedures are followed accurately and appropriately. Monitoring includes both review of financial and program information as well as physical inspection of facilities. The Department reserves the right to monitor recipients' performance after the project's conclusion or the contract's expiration.

Verified Statement and Audit

As required by Wis. Admin. Code § ATCP 163.04(4), grantees who receive awards of \$100,000 or more will be required to submit to DATCP a verified statement accounting for the use of all grant funds received. The statement must include the following:

- The amount of funds received.
- A clear itemized description showing, by expenditure category, how all funds were spent.
- Documentation of the deliverables provided by the recipient under the contract, and the dates on which the recipient provided those deliverables.
- Signatures of an independent certified public accountant licensed or certified under Wis. Stat. ch. 442 and the director or principal officer of the recipient attesting to the accuracy of the verified statement.
- If applicable, grantees also will be required to comply with the State of Wisconsin's Single Audit Guidelines.

Open Records

Applications submitted for funding and all related contracts and reports are subject to disclosure under Wisconsin's Public Records Law. If the grant applicant requests any information submitted to DATCP be deemed a trade secret, the document should be labeled using "trade secret" and the requested status should be noted when the document is submitted. DATCP will notify the grant recipient if a public records request is made for the information claimed to be trade secret by the grant recipient. Such information may be kept confidential by DATCP only as authorized by law. See Wis. Stat. § 19.36(5).

Budget Adjustments

If a substantial change (10% or greater of a budget category) in the budget is needed during the project period, a written request must be made to DATCP to reallocate budget funds between budget categories. The total budget cannot be adjusted.

Other Considerations

All proposals submitted in response to this RFP will become the property of DATCP. DATCP reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish, otherwise use, and to authorize others to use materials produced under this grant agreement. DATCP reserves the right to:

- Post funded proposals, summary reports, and survey findings to the DATCP website
- Reject any or all proposals received
- Waive or modify minor irregularities in proposals received after prior notification and agreement of applicant
- Clarify the scope of this program, within the RFP requirement and with appropriate notice to

potential applicants, to best serve the interests of the State of Wisconsin

- Amend program specifications after their release, with appropriate written notice to potential applicants
- Require a good faith effort on the part of the project sponsor to work with DATCP subsequent to project completion to develop or implement project results in Wisconsin
- Partially fund applications
- Use any or all ideas submitted unless ideas are covered by legal patent or proprietary rights
- Withhold or recoup any payments when contract conditions are not met or if the recipient submits false or misleading information to the department
- Modify reporting requirements during the course of the project
- Share program report data and success stories with DATCP
- Conduct a follow-up survey of funded projects in order to determine long-term impacts of the project