



**Food Waste Solution Search**

**Request for Letters of Interest**

Date issued: July 31, 2017

Deadline for LOI submissions: August 21, 2017

## Introduction

The Walmart Foundation is pleased to open a request for Letters of Interest (LOI) from non-profit organizations working to reduce food waste in Canada. This funding seeks to support promising programs that have the potential to significantly reduce food waste and loss – with the ultimate goals of preventing loss, maximizing donations of usable food, and minimizing food waste that ends up in landfills.

LOIs will be considered in three areas:

- **Addressing food loss and waste from farm to consumer:** e.g. increasing knowledge on the causes of food loss on farms or during processing), and/or testing or scaling interventions that reduce food waste.
- **Building capacity in the charitable food system:** e.g. increasing the ability to recover and distribute food to people in need, specifically in rural areas and for underserved populations. This could include testing innovative models or scaling proven solutions.
- **Optimizing and/or developing organic recycling solutions:** e.g. advancing innovations and programs that improve organic recycling.

We expect to provide up to \$1.5 million across all selected projects. The number of organizations selected will be determined by the strength of the applicant pool. Requests between \$250,000 and \$1,000,000 will be considered. Grantees are encouraged to leverage resources through cash and in-kind cost-sharing contributions.

The Walmart Foundation is seeking proposals from qualified organizations that have experience in formulating, proposing and implementing food waste reduction efforts. We are seeking to support organizations that have a proven record of success in implementing programs with positive outcomes.

## Walmart Giving Overview:

By using our strengths to help others, Walmart and the Walmart Foundation create opportunities for people to live better every day. Walmart has stores in 28 countries, employing more than 2.4 million associates and doing business with thousands of suppliers who, in turn, employ millions of people. Walmart and the Walmart Foundation use philanthropy to complement Walmart business initiatives and the efforts of others in civil society, business and government to drive systemic improvements in economic opportunity, supply chain sustainability and community resilience.

The Walmart Foundation prioritizes issues that complement Walmart's retail mission, where we have the capabilities to make a difference. While business can address many societal issues — and we are passionate advocates for creating shared value — we find that philanthropy is often required to catalyze or advance solutions for large-scale systems change. For our giving

programs, we seek out grantees and other collaborators who can play key roles in driving transformational change. Some are system architects while others are idea generators and innovators. Some are large-scale service providers known for scaling proven solutions while others are catalysts for change. We aim to assemble a portfolio of grantees with a broad set of talents and skills that collectively can help transform systems. To learn more about giving through Walmart and the Walmart Foundation, visit [www.foundation.walmart.com](http://www.foundation.walmart.com).

The Walmart Foundation is a 501(c)3 private foundation that provides charitable grants to non-profits. **Funding provided by the Walmart Foundation cannot be used for any activities that exclusively benefit or involve Walmart stores or business.**

### **Context**

Food waste is an urgent global issue, with substantial repercussions in terms of both food security and the environment. The United Nations Environment Programme reports that roughly one third of the food produced in the world for human consumption every year — approximately 1.3 billion tons — gets lost or wasted.<sup>1</sup> Food is lost or wasted throughout the supply chain, from production to household consumption.

From an environmental perspective, food that is harvested but ultimately lost or wasted consumes about one-quarter of all water used by agriculture each year. It is also a major contributor to global greenhouse gas emissions. If food loss and waste were a country, it would be the third-largest greenhouse gas emitter on the planet—surpassed only by China and the United States. Addressing food loss and waste is also vitally important to global food security. The United Nations has predicted that we will need up to 70% more food to feed that projected population, not only because there will be more mouths to feed, but also because reductions in poverty have meant people’s daily intake has increased as well.<sup>2</sup>

As part of the United Nation’s 2030 Agenda for Sustainable development, the world adopted 17 Sustainable Development Goals (SDG’s) in September 2015. SDG 12.3 aims to cut in half per capita global food waste at the retail and consumer level, and reducing losses along production and supply chains. Despite increased focus on these issues, significant inroads towards reducing waste and loss are needed to accelerate significant change.<sup>3</sup>

### **Objectives**

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<sup>1</sup> *The environmental crisis: The environment’s role in averting future food crisis* – UNEP, 2009

<sup>2</sup> [https://champs123blog.files.wordpress.com/2016/09/sdg-target-12-3-progress-report\\_2016.pdf](https://champs123blog.files.wordpress.com/2016/09/sdg-target-12-3-progress-report_2016.pdf)

<sup>3</sup> <http://www.undp.org/content/undp/en/home/sustainable-development-goals.html>

The purpose of this initiative is to reduce food waste in Canada and demonstrate that reasonable, practical solutions to reduce food waste are within our reach.

We seek outcomes that:

- make meaningful progress in reducing food waste through replicable models; and
- address critical problems in the following three priority topics: 1) reducing food waste and loss from farm to consumer 2) expanding the reach of the charitable food system to better serve rural areas 3) optimizing organic recycling.

We seek to support:

- innovative ideas that prove promising in the near term; and
- proven solutions that can be brought to scale.

### **Definitions**

For the purpose of this RFP, “food waste” is defined as: any food substance designed for human consumption which is discarded or otherwise lost at any point along the food supply chain. Please reference the [Food Loss and Waste Protocol](#) for common definitions and terms regarding accounting for food waste and loss.

### **Eligibility**

This is an open RFP. Grants will be awarded on a competitive basis. Being previously funded by the Walmart Foundation does not guarantee continued funding.

#### Applicant Eligibility

Applicants must satisfy the following minimum eligibility requirements to be considered:

- A tax-exempt public charity or public university under US or Canadian law
- Requests between \$250,000 and \$1,000,000 USD will be considered
- Grant request must not exceed 50% of the applicant’s total operating budget for the most recent fiscal year.
- Overhead costs must not exceed 10% of total budget

Organizations may submit only one proposal for each topic.

Collaborative proposals with two or more eligible organizations will be considered; however, one organization must serve as the grantee applicant. Collaborative proposals should clearly define roles of each organization and any amounts to be transferred by the grantee applicant to the collaborator.

#### Project Eligibility

- If selected, grantees will receive funding for up to one year.
- Project budget must be between \$250,000 and \$1,000,000 USD
- Overhead and indirect costs must not exceed 10% of total project budget.

- Grant funds may not be used to cover more than 50% of personnel expenses for any single program-related position.
- Applicants should demonstrate a proven ability to execute the proposed project via expertise and/or past experience.
- Selected organizations will be required to enter into a written grant agreement with the Walmart Foundation.

#### Funding Exclusions

- Advertising, marketing venues, film or video projects
- Athletic sponsorships (teams/events)
- Memberships, including association/chamber memberships
- Capital campaigns and endowments (defined as any plans to raise funds for a significant purchase or expense, such as new construction, major renovations or to help fund normal budgetary items)
- Faith-based organizations when the proposed grant will only benefit the organization or its members
- General operating expenses
- Political causes, candidates, organizations or campaigns
- Programs that directly benefit Wal-Mart Stores, Inc. (e.g., driving customer traffic to stores, purchasing only Walmart product or gift cards, supplying candidates for Walmart employment, only addressing issues for Walmart suppliers etc.)
- Projects that send products or people, or provide direct goods or services for relief efforts outside of Canada
- Scholarships (tuition, room and board or any other expense related to college, university, or vocational school attendance)
- Sponsorship of fundraising events (galas, walks, races, tournaments, etc.)

#### **Review and Selection Process**

The application process consists of two stages 1) a Letter Of Interest (LOI) and 2) full proposal. Both applications will be submitted through the CyberGrants online application system. LOIs will be reviewed and only semi-finalists will be invited to submit a full proposal. Full proposals will then be reviewed and finalists will be selected.

If your proposal is selected for funding, the proposal will go through legal review, including conducting necessary anti-corruption diligence, before finalizing the approval and grant agreement. In addition to your grant application and budget, you will be asked to submit full names and birthdates for staff working directly on the project in which you are apply for grant funding. If you are working with contractors or sub-granting funds, then you will need to provide the name of the institution and tax id for these entities. When signing the grant agreement, you will be asked to disclose the names of staff that have family relationships with any government officials.

Finalists may also be asked to modify their proposals to strengthen methodologies, adjust budgets or answer questions about their proposed program before the Walmart Foundation selects winners for funding.

### **Review Criteria**

LOIs and proposals will be reviewed based on the guidelines and criteria listed below. Applicants should address each of the criteria in their proposals. The narrative should provide reviewers with sufficient information to effectively evaluate the merits of the proposal according to each criterion. Please note that language in the project narrative should be understandable to a lay reviewer.

The Foundation reserves the right to consider factors such as geographic diversity and a balanced slate of grantees. The Walmart Foundation will have the sole authority to select the grantees.

### Review Criteria

Key considerations include:

- **Proposed plan of work, project design and implementation**
  - Organizational eligibility.
  - Fit with the Foundation’s objectives. Be sure to specify which of the three priority topics your proposal addresses and whether your project is an innovation proposal or a scale proposal.
  - Clear description of activities in the proposed plan of work that will lead to or produce the objectives and results.
  - Viability of the implementation plan.
  - Potential to scale to a multi-state or national level either through the proposed project or in the future.
  - Strength of partnerships required for project execution, if applicable.
- **Proposed outcomes and results**
  - Clear articulation of expected results. Be sure to describe the project goals, objectives, outputs and outcomes. In your LOI, please use the “Program Description” question to detail your response.
- **Monitoring and evaluation**
  - Strength of plan to monitor and evaluate project results and impact. In your LOI, please use the “Program Description” question to describe your plan.
- **Budget and cost sharing**
  - Clarity of budget narrative that describes how the costs listed are derived (only the direct costs requested in this application need to be justified).
  - Description of how the grant funds will be used to pursue the proposed plan of work.

- Description of the matching resources – financial and otherwise – that will be leveraged to pursue the proposed plan of work.
- Cost effectiveness of the proposed plan.

**Submission Format, Procedures and Timeline**

All submissions will be made using the CyberGrants online system. To begin a Letter of Intent, visit:

[http://www.cybergrants.com/walmart/national\\_loi](http://www.cybergrants.com/walmart/national_loi)

Invitation Code: natinveh

\* Please note that you will need to enter this invitation code each time you log in. If you are a first-time user, you will need to create an online profile before accessing the LOI form. When completing an online LOI, the form will require you to select a focus area and a subcategory. Select “sustainability” as your focus area and “food system support” as your subcategory. Once the LOI and proposal forms are filled out in CyberGrants, please click “Submit.”

Timeline

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| 2017 July 31       | System is open for LOIs   |
| August 1           | Optional technical assistance call, open to all potential applicants. Walmart Foundation staff will review the RFP and host a Q&A discussion at 11am CT.<br><br><b>+1-855-797-9485</b> US Toll free<br><b>+1-415-655-0002</b> US Toll<br>Access code: 745 229 899 |
| August 21          | LOI acceptance period ends. All LOIs must be submitted by 11:59PM PDT/PST   |
| September 1        | All applicants notified with decision regarding LOI. Applicants invited to submit full proposals receive application instructions.  |
| September 25       | Full proposals due. All proposals must be submitted by 11:59PM PDT/PST  |
| Week of October 16 | All applicants notified with decision regarding full proposals. If selected, then proposal will be submitted for legal review and diligence.  |
|                    | If legal approval is received, grant funds will be disbursed once a grant agreement is fully executed.  |

If you have questions regarding this RFP, please contact:

[WMFDRFP@walmart.com](mailto:WMFDRFP@walmart.com)

If you have technical questions about using the CyberGrants system, please contact:

[WMFFAST@wal-mart.com](mailto:WMFFAST@wal-mart.com)

### **Grantee Expectations**

Grantees are expected to submit reports to the Walmart Foundation through CyerGrants. Reporting dates will be agreed upon during the grant agreement process. Grantees also need to inform the Walmart Foundation of any changes to their timeline, budget or project plan. There are internal review processes for any no-cost extension or budget reallocation requests. Information about these processes can be found on the grantee resource section located on the homepage of the CyberGrants portal.

### **Statement of Non-Commitment**

Issuance of this RFP does not commit the Walmart Foundation to award a grant or to pay any costs incurred in preparation of the proposals to respond to the RFP. Those responding to this RFP must follow its procedures and requirements. Failure to comply with or complete any part of this RFP may result in rejection of the proposal. The Walmart Foundation reserves the right to reject any or all proposals, or to negotiate separately with competing applicants for funds described in this RFP.

The Walmart Foundation reserves the right to modify these RFP guidelines, submission deadlines and notification dates without prior notice.