



**2023 Community Food Systems Fellowship**  
*an initiative of Vital Village Networks at Boston Medical Center*

**Frequently Asked Questions**

**1) What are the eligibility criteria?**

All applications will be screened for eligibility prior to their review.

- The fellow must be based in the United States or one of the US territories
- The fellow must have an established partnership with a nonprofit organization, coalition, network, group, cooperative, business, or institution that has a strategic focus on local food systems.

**2) What criteria will be used to select fellows to advance to the final round of the process?**

Applicants will advance to the final round of the application process based upon how clearly their application and recommendation can articulate details of the categories outlined below:

- Commitment to developing resilient and equitable local food systems
- Commitment to community leadership, engagement, and the leadership of caregivers and families
- Commitment to food justice, nutrition justice, racial equity and social transformation
- Commitment to addressing inequities, e.g. racial, ethnic, geographic and economic, in your community or state.
- Interest in developing skills to measure impact and success of local food systems
- Interest in developing collaborative leadership skills
- Ability to leverage the Fellowship Cohort experience to build community capacity
- History of effective collaboration and partnership with organizations, groups, or cooperatives within local food systems.

**2) What is the deadline for applications?**

The Fellowship application period ends on November 7, 2022 at 11:59pm ET.

**3) When will Community Fellows be selected?**

Applicants will be notified of their status by December 16, 2022. We ask that applicants please hold the program calendar dates as listed in the [Request for Applications](#).

**4) Do fellows receive a stipend?**

Community Fellows will receive a \$2,000 fellowship stipend. Fellows also have the ability to apply for \$2,000 of innovation pilot project funds.



### 5) What should finalists expect from the virtual interview?

The finalist interview will be no longer than 45 minutes and will take place virtually. Finalists can participate in the virtual interview independently. Finalists can also invite a member of their partner organization, coalition, network, program or group, who engages with them in food systems work, to join the interview.

### 6) What will be discussed in the virtual interview?

An overview of the goals of the interview will be shared with communities moving into the final phase of the application process.

**7) Is there a budget required for the pilot funding or a template we should use?** Fellows are not required to submit a budget for the pilot funds at this time. If awarded, there will be an opportunity to submit a budget during the fellowship program

### 8) What will participation in the Community Food Systems Fellowship include?

Participation in the Community Food Systems Fellowship will include:

- **Community Design Labs:** Participation in two sets of Community Design Labs (January 2023 and May 2023) focused on a facilitated co-design process to identify areas of collective action and momentum around key fellowship goals. These workshops will be held virtually over three(3), 90-minute sessions, and build on the collective roadmap developed by the 2022 fellowship cohort to develop a collaborative learning tool or resource to share with other leaders in the field.
- **Monthly Group Learning Sessions:** Virtual learning sessions will take place once a month on the **3rd Wednesdays of the month from 1:30-3pm Eastern**, with the exception of months with Community Design Labs and the Virtual National Convening scheduled in January, May, and October 2023. Sessions include active peer-led components to support learning, and capacity and knowledge building around key topics.
- **Quarterly individual check ins / peer coaching sessions:** With members of the Vital Village Networks team .These regular check in's will be held quarterly (February, April, August, and November 2023) on the first and second Thursdays and Fridays of the month. Fellows schedule one, 1-hour time quarterly.
- **Virtual National Convening:** Participation in a project stakeholder convening and project showcase during the Virtual 2023 National Community Leadership Summit, planned as a virtual meeting for October 2023. Tentative virtual summit dates are October 16-18, 2023.



**9) When will the Fellowship begin and end? What are the important dates?** The Fellowship will begin in January 2023 and end in December 2023. Virtual Design Labs, planned in partnership with the cohort of fellows and other partners, will take place in January 2023 and May 2023. A cumulative project presentation for the full cohort of Fellows will take place at the *Virtual 2023 National Community Leadership Summit*, which is tentatively planned for October 16-18, 2023. Please see the [Request for Applications](#) for a complete listing of 2023 Fellows Program dates.

**10) Who in the community would the Community Fellows engage over the 12-month time period?**

Community stakeholders the Community Fellows engage may vary depending on their focus within the local food system. However, we strongly encourage Community Fellows to have an aspect of their project that engages parents and caregivers to ensure inclusive and meaningful ways for families who face the largest inequities to be integrated in the participatory research process.

**11) Who is the main point of contact?**

Please direct inquiries to [villagefood@bmc.org](mailto:villagefood@bmc.org).

**12) Will there be a way for applicants who are not awarded the Fellowship to engage?**

Yes, we invite all applicants to sign up for [our mailing list](#) to continue to engage with Vital Village Networks and receive updates regarding future opportunities and to join our [NOW Innovation Network online forum](#), which shares stories, resources, and tools. We are eager to continue to learn about you and your community's work.