



Note: The following is an example response to the Ujamaa Kitchen Application. The details provided are intended to serve as an example of a competitive application for prospective applicants. For any questions please contact [ujamaa@en2action.org](mailto:ujamaa@en2action.org).

**We are only considering the first 100 eligible applicants for this first round.** FIRST ROUND APPLICATIONS CLOSE ON MAY 19th, 2023 at 11:59PM. When this application closes, we will announce the acceptance of **30 individuals into the second round of interviews.** The second round will consist of a 15 minute in-person interview and a tasting of a sample item.

## Ujamaa Kitchen Cohort 2: EXAMPLE Application

1. First Name	Aaliyah
2. Last Name	Jones
3. Phone Number	510-123-4567
4. Email Address	aaliyahscreations@gmail.com
5. Indicate your race or ethnic heritage	Black or African American
6. Age Range	32-38
7. Do you currently reside (live) in the city of San Francisco?	Yes
8. If you answered "Yes" to the above question, what is your residential zip code?	94115
9. Total number of people living in your household (including yourself)	1
10. Please enter the estimated income for all adult members of your household for the next 12 months.	\$70,000

11. Do you have a government-issued photo ID? (This is a requirement for the program)	Yes
12. Do you have a social security number? (This is a requirement for the program)	Yes
13. Do you have a business registered outside of San Francisco	No
14. Have you participated in an Ujamaa Kitchen Cohort? (If you have, you are NOT eligible to apply for the two years after your participation)	No
15. Our program includes a mandatory, in-person Kitchen Certification bootcamp which is scheduled for the first four Tuesdays at our commercial kitchen from 5:30pm-9:30pm. Will you be able to attend ALL sessions? (This is a requirement for the program)	Yes
16. You are required to attend weekly technical assistance meetings with En2action staff virtually. Please check here if you are able to attend the weekly TA meetings for the duration of the program. (This is a requirement of the program)	Yes
17. You are required to attend one monthly meeting with all UK cohort participants. Please check here if you are able to attend the monthly meeting. (This is a requirement of the program)	Yes
18. You must be willing to dedicate/commit 5-6 hours per week over the course of the UK program, which includes orientation, workshop attendance, prep work etc. Please check here	Yes

if you can commit 5-6 hours per week on your business. (This is a requirement for the program)	
19. Can you lift 40-50 pounds or stand for an extended period of time?	Yes

***Tell us About your Business!***

20. Business Name	Aaliyah's Creations
21. In three short sentences describe your business (Character limit: 300)	I create Afro-centric, fresh and healthy meals that are focused on supporting busy families. I make prepped meals for my family and friends that includes a fixed weekly lunch and dinner menu. I am looking to explore becoming a caterer for big events and become more skilled in the kitchen.
22. Is your business registered with the City of San Francisco? (This is NOT a requirement to apply, but you must plan on registering your business by the completion of the program.)	Yes
23. Business registration address:	1234 Jean Street, San Francisco, CA 1234
24. How long has your business been in operation?	1-2 years
25. What were your estimated annual sales for last year (2022)?	\$8,000
26. How many full-time staff members do you have?	I work by myself
27. How many part-time staff members do you have?	0



<p>28. Mark the sectors below in which your business operates (Choose as many as applicable)</p>	<p>Meal Prepping</p>
<p>29. Where do you currently prepare your food? (i.e home, commissary kitchen, ghost kitchen, cottage food permit, etc.)</p>	<p>Home, Cottage Food Permit</p>
<p>30. Do you have a Food Handler’s Certificate? (This is NOT a requirement to apply, but you must plan on obtaining a certificate before the end of the program)</p>	<p>Yes</p>
<p>31. Do you have a Food Manager’s Certificate? (This is NOT a requirement to apply, but you must plan on obtaining a certificate before the end of the program)</p>	<p>No</p>
<p>32. Do you have an existing website or an e-commerce page?</p>	<p>No</p>
<p>33. If you answered “Yes” to the above question, please share the link to your sites below</p>	<p>N/A</p>
<p>34. Please share any social media handles or links to social media pages (Instagram, TikToke, Facebook etc.)</p>	<p>@aaliyahscreations</p>
<p>35. Provide a copy of your menu (If you do not have a formal menu, please create a document with a list of the items and the price of each item.)</p>	<p>Lunch options:  Collard Green and Sweet Potato Pot Pies - \$14  Sweet Potato Wedges with Peanut Sauce - \$14  West African peanut curry - \$12  Black-eyed Pea Stew - \$14</p>



	<p>Dinner options:</p> <p>Spicy Berbere Lentil Chili - \$16          Spicy Berbere Lamb Chili - \$18          Okra Stewed in Tomatoes with Brown Rice - \$18          Jalapeno and Cheddar Cornbread - \$8</p> <p>Drinks:</p> <p>Hibiscus Mint Lemonade - \$6          Pineapple Lemonade - \$6</p>
36. Provide a copy of your business logo	N/A
37. Please upload any other marketing materials, you would like us to view	N/A
38. Do you need assistance with creating marketing materials?	Yes
39. What are your business goals for the next 2 years? (Character limit: 300)	I would like to grow my food business and have more opportunities at events to showcase my food. I would also like to get a catering permit, develop an understanding of how to price my menu items, and develop some formal kitchen skills.

***How can you benefit from joining Ujamaa Kitchen?***

40. What would you want to focus on during your program experience as you develop your business idea?	Permitting support, Marketing, access to commissary kitchen
41. Tell us what kind of support you are seeking from Ujamaa Kitchen (Character limit: 300)	I am looking to eventually get a catering permit, and have access to more catering opportunities. I hope that I can build on my menu of offerings, develop my business skills, and learn how to successfully build a food business in the City of San Francisco.



42. How many hours per week do you currently dedicate to working on your business?	10-24 hours
43. Ujamaa Kitchen has access to a low cost commissary kitchen, where cohort members have access to use for their business at most 20 hours a month. Are you interested in kitchen hours?	Yes
44. Some workshops are virtual or in-person. Please answer the questions below:  Do you have a reliable mode of transportation?  Do you have access to a laptop?	Yes  Yes
45. What is the best way to contact you in order to receive a response within 24 hours?	Phone

### **Self Assessment**

*Rate your business on a scale from 1-5.  
1 being a low rating and 5 being the best rating.*

46. How would you rate your knowledge of operating a food business? (Note: On a scale of 1-5, 1 being low and 5 being high.)	2
47. How would you rate your knowledge of legalizing your food business? (licensing, permitting, and documentation) (Note: On a scale of 1-5, 1 being low and 5 being high.)	2
48. How would you rate your knowledge of commercial kitchen experience? (food handling, preparation, etc.) (Note: On a	1

scale of 1-5, 1 being low and 5 being high.)	
49. How would you rate your current access to equipment/space you need to produce your product? (Note: On a scale of 1-5, 1 being low and 5 being high.)	2
50. How would you rate your knowledge of social media and marketing your business? (Note: On a scale of 1-5, 1 being low and 5 being high.)	2