



MARYLAND HIGHER EDUCATION COMMISSION
Office of Grants and Strategic Initiatives

**HUNGER-FREE CAMPUS GRANT PROGRAM
DESIGNATION CERTIFICATION FORM
FY 2027**

Hunger-Free Campus Designation under Education Article § 11-1703

Revised October 2, 2026 (Amendment 1)

PURPOSE

This form records an institution's certification that it meets the statutory criteria for designation as a Hunger-Free Campus under Education Article § 11-1703. It is submitted as the cover certification to the HFC Designation-Only Portfolio described in Appendix H of the FY 2027 Request for Proposals. The certification does not replace the supporting documentation the portfolio requires.

This form is used only by institutions seeking designation without grant funding. Under Education Article § 11-1705, grant funding is available only to Maryland public institutions of higher education and public regional higher education centers. For those institutions, satisfaction of the designation criteria is determined by MHEC on the basis of the grant application, and this form is not required. Independent institutions of higher education and regional higher education centers operated by a private nonprofit institution of higher education are eligible for designation and are statutorily ineligible for grant funding.

INSTITUTION INFORMATION

Institution	
Campus (if applicable)	
Institution type	☐ Private institution of higher education, 2-year ☐ Private institution of higher education, 4-year ☐ Regional higher education center operated by a private nonprofit institution, 2-year ☐ Regional higher education center operated by a private nonprofit institution, 4-year
Academic year certified	

Certifying official name and title	
Email and phone	
Date	

CORE CRITERIA

Required of all institutions seeking designation, 2-year and 4-year. For each item, mark Yes or No and identify the portfolio exhibit that documents it.

1. Hunger Task Force

Has an established Hunger Task Force that meets at least three (3) times per academic year and sets at least two (2) goals with action plans.

☐ Yes ☐ No

Portfolio exhibit: _____

2. SNAP Enrollment Assistance

Has designated a staff member responsible for assisting students with SNAP enrollment or connecting them with SNAP outreach partners.

☐ Yes ☐ No

Portfolio exhibit: _____

3. Work-Study SNAP Outreach

Has designated a staff member responsible for informing federal work-study students of their SNAP eligibility.

☐ Yes ☐ No

Portfolio exhibit: _____

4. Awareness Campaigns

Participates in an awareness day campaign and plans at least one (1) National Hunger and Homelessness Awareness Week event.

☐ Yes ☐ No

Portfolio exhibit: _____

5. Food Access

Provides at least one (1) on-campus food pantry, or an alternative food access arrangement that enables students to receive food free of cost or at low cost through a separate, stigma-free process.

☐ Yes ☐ No

Portfolio exhibit: _____

6. Annual Survey

Agrees to conduct an annual student survey on hunger using the MHEC-issued Standardized Student Hunger Survey and submits aggregate results to OGSi using the Annual Student Hunger Survey Aggregate Results Reporting Tool.

☐ Yes ☐ No

Portfolio exhibit: _____

7. Annual Reporting

Submits an annual report to OGSi detailing efforts to address student hunger.

☐ Yes ☐ No

Portfolio exhibit: _____

ADDITIONAL CRITERIA

Required of 4-year institutions of higher education and 4-year regional higher education centers only. Under Education Article § 11-1703(b), 2-year institutions of higher education are exempt from these two criteria and should mark Not applicable.

8. SNAP Retailer Access

Provides options for students to use SNAP benefits at campus retailers, or provides students with information on the names and locations of off-campus retailers that accept SNAP.

☐ Yes ☐ No ☐ Not applicable (2-year institution; exempt under § 11-1703(b))

Portfolio exhibit: _____

9. Meal-Sharing Program

Develops and maintains a meal-sharing program that allows students to donate unused meal plan credits for distribution to students in need for use in campus dining halls or at an on-campus food pantry.

☐ Yes ☐ No ☐ Not applicable (2-year institution; exempt under § 11-1703(b))

Portfolio exhibit: _____

CERTIFICATION

An institution that marks No to any applicable criterion above does not currently meet the statutory requirements for designation. Submit the form with the No response marked and describe the institution's plan and timeline for coming into compliance in the space below. OGSi will respond with next steps.

I certify that the information provided in this form is accurate, that the supporting documentation submitted with the HFC Designation-Only Portfolio substantiates each affirmative response above, and that the institution will notify OGSi in writing if it ceases to meet any applicable criterion during the designation period.

Signature of Certifying Official (V.P. level or above): _____

Name and Title, Printed: _____

Date: _____

SUBMISSION

Submit to: ogsi.mhec@maryland.gov

Subject line: FY 2027 HFC Designation Certification — [Institution Name]

Due date: October 15, 2027.

Submit this form as the first page of a single PDF containing the complete HFC Designation-Only Portfolio described in Appendix H of the FY 2027 Request for Proposals.

Designation term: Designation is based on the academic year certified and remains in effect until MHEC's determination on the institution's next annual portfolio. Portfolios may be submitted before October 15, 2027; MHEC issues a determination within 60 days of receiving a complete portfolio, and no later than December 15, 2027. Renewal requires a new certification and portfolio by the annual deadline above. Institutions that achieve and maintain designation are recognized on the MHEC website.

MHEC USE ONLY

Date received	
Portfolio reviewed by	
Determination	☐ Designated ☐ Additional documentation required ☐ Not designated

The Maryland Higher Education Commission designates the institution named above as a Hunger-Free Campus on the basis of the academic year certified.

Authorized MHEC Signature: _____

Name and Title, Printed: _____

Date: _____