



BAYVIEW MAKERS KITCHEN PROGRAM GUIDELINES & APPLICATION PROCESS

History

For over 200 years, the Bayview District of San Francisco has been a vibrant hub for artists, makers, producers, purveyors, and distributors. Today, it continues to be the birthplace of many beloved San Francisco businesses. From innovative culinary ventures to creative artisanal products, Bayview is home to a diverse range of enterprises that shape the city's culture. Economic Development on Third (EDOT) was created with a mission to drive equitable business growth in the Bayview-Hunters Point community.

To align with this mission, a partnership was developed with the Office of Economic and Workforce Development (OEWD) to establish a commercial kitchen, aimed at providing vital resources and support for local food entrepreneurs. EDOT founded the [Bayview Makers Kitchen \(BMK\)](#) as a certified commercial kitchen, specializing in catering, baking and general food processing. The kitchen operates with a commitment to low-barrier access and community collaboration and focuses on supporting BIPOC (Black, Indigenous, and People of Color), women-owned businesses, and local entrepreneurs from the Bayview-Hunters Point area. Through BMK, local entrepreneurs gain access to resources to produce, market, and sell their food products.

Overview of BMK Kitchen

BMK Shared Kitchen: Empowering Makers and Entrepreneurs

BMK is a fully equipped shared-use kitchen located in the heart of Bayview-Hunters Point. Our goal is to provide a collaborative and flexible kitchen where local makers, chefs, and food entrepreneurs can grow their businesses. BMK offers access to a wide range of equipment and workspaces, catering to various food production needs. Whether you're starting a new venture or looking to scale up, BMK is designed to support your culinary vision.

BMK is dedicated to supporting the local Bayview-Hunters Point community. To ensure that our space benefits local entrepreneurs and fosters economic growth within the neighborhood, priority for kitchen use is given to businesses with a 94124 address. While we welcome applications from businesses outside this zip code, those located within 94124 will receive preference in the application and scheduling process.

Our kitchen also fosters community by promoting events, workshops, and collaborations among participants. As part of our commitment to community engagement, all program participants are expected to contribute to local food initiatives. BMK's culture of collaboration and community service, aims to uplift the Bayview neighborhood and create lasting impacts for both makers and residents alike.

BMK's Commitment to Our Makers

At BMK, we are dedicated to providing an environment that fosters both business growth and community collaboration. As part of this commitment, we pledge to:

- Provide Resources and Support: We offer resources such as business mentorship, networking opportunities, and guidance in areas like marketing and product development to help our makers succeed.
- Promote Makers' Events and Products: BMK will actively promote your business and events through our social media channels, newsletters, and community outreach, helping you build your brand locally and beyond.
- Offer Event Space and Visibility: We will provide opportunities for you to participate in BMK and EDOT-hosted events, giving you access to a broader audience and the chance to showcase your products and expertise to the Bayview community.
- Foster Collaboration: BMK is committed to building a network of support within our maker community, encouraging collaborations between makers, local organizations, and businesses.

Makers' Commitment to the Community

As part of the BMK Kitchen Program, all participants are required to engage with the Bayview-Hunters Point community in meaningful ways. This includes:

- Hosting or contributing to at least one community event per year: Makers must contribute to the community by hosting or participating in events such as cooking demonstrations, food workshops, or educational seminars. You may also take part in BMK or EDOT-hosted events aimed at community enrichment.
- Offering skills and knowledge: Whether it's through mentoring aspiring entrepreneurs, teaching food safety practices, or sharing industry knowledge, makers are expected to give back by leveraging their expertise to support others in the community.
- Supporting local initiatives: Makers are encouraged to participate in or contribute to local programs that promote food access, sustainability, or economic development within Bayview-Hunters Point.

Requirements to Join BMK's Kitchen Program

To join BMK's program, you must have a Business Account Number (BAN) from the City and County of San Francisco, proper insurance, and Food Manager Certification from a verified food safety program. Compliance with local and state food safety regulations and permitting requirements is mandatory for all users. BMK is focused on fostering long-term partnerships with its participants. As part of this commitment, **one-day or drop-in kitchen use is not allowed**. Prospective users should apply for the long-term kitchen program to fully benefit from the collaborative environment and professional support offered.

To ensure the safety and professionalism of all participants, the following requirements must be met prior to onboarding at BMK:

1. Certificate of Insurance (COI):

- All participants must provide proof of general liability insurance with a minimum coverage of \$1,000,000, listing BMK and EDOT as an additional insured.

2. Food Certification:

- Proof of Food Manager certification is required to ensure that all makers comply with national food safety standards. Additionally, all staff members who work for your business must have a valid food handler certification. The certified Food Manager must be present at all times to supervise the staff and ensure that food safety protocols are followed during all kitchen operations. Each business is permitted to have a maximum of two staff members on-site at any given time.

3. Deposit:

- A security deposit equivalent to one month's rent is required upon signing the contract. The deposit covers a cleaning and equipment use fee to ensure the shared kitchen space remains sanitary and functional for all users.
- The deposit will be held for the duration of your agreement and returned based on the condition of the kitchen upon exit.

4. Health Permits:

- All vendors must have valid health permits to legally sell or produce food within the city.

If you're in the early stages of starting your business and are not sure what permits you may need, you are still encouraged to apply. BMK offers resources and referrals to help you get started and to help grow your business.

Overview of the Application Process

Joining BMK's kitchen program involves a clear and structured application process to ensure alignment with our values and safety standards:

1. **Initial Inquiry:** Fill out the application form expressing your interest. On the form, you'll be asked to provide details like your contact information, company name, all social media handles, and a brief description of how you plan to use the kitchen. We also want to understand your meaningful connection to the Bayview-Hunters Point area.
2. **Review of Eligibility:** The kitchen manager will review application for compliance with necessary requirements. We will assess factors such as your business type, certifications, and alignment with our kitchen program's goals.
3. **Kitchen Tour and Orientation:** Eligible applicants will be invited to tour the kitchen facilities. During the tour, you will also have the opportunity to ask questions and discuss specific needs for your business operations.
4. **Documentation Submission:** Applicants will need to submit all required documents, including proof of insurance and food safety certifications. This ensures you meet local regulations and our kitchen's safety standards.
5. **Approval:** Once all criteria are met, a short-term lease will be executed, and a deposit will be collected to confirm your spot in the kitchen.

Onboarding: New makers must complete a mandatory orientation covering kitchen rules, safety protocols, and cleaning guidelines. This orientation helps familiarize you with our processes to ensure smooth daily operations. During this orientation, the BMK Kitchen Code of Conduct will be reviewed, ensuring all users understand the expectations for professional and safe kitchen use. A copy of the Code of Conduct will also be provided when the lease is signed, and adherence to it is a requirement for continued use of the space.