



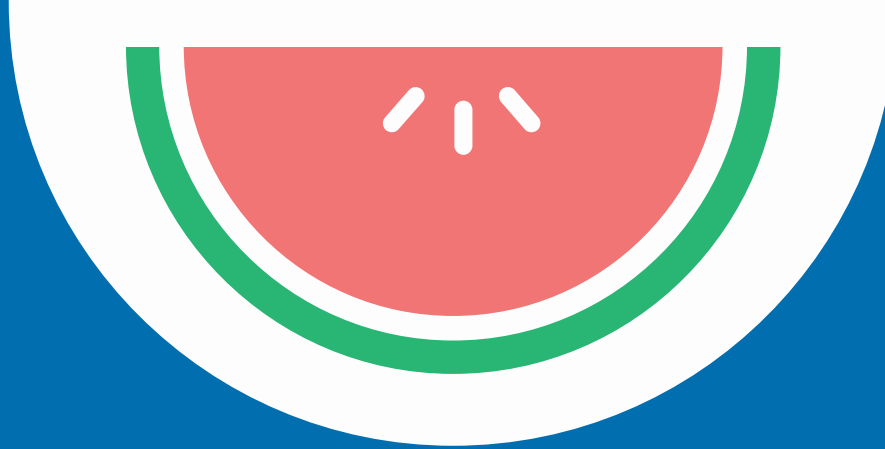
**Thank you for participating in
today's webinar.**



We will begin soon!



United States Department of Agriculture



Before we start...

.....

- Chat box for questions to the presenters (bottom left corner)
- Today's webinar is being recorded



Summer EBT
Demonstration
2019 Request for
Applications (RFA)



Food & Nutrition Service



Anne Fiala

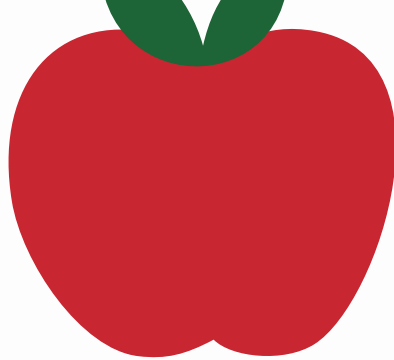
Child Nutrition
Programs

Dawn Addison

Grants Management



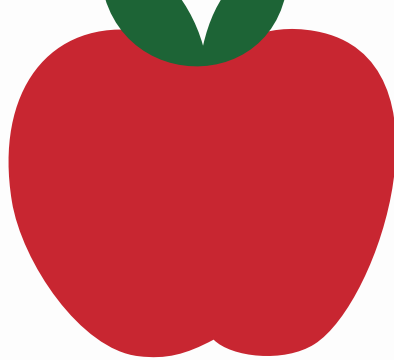
United States Department of Agriculture



Today's Webinar:

- Overview
- Funding priorities
- Application requirements





POLL

For which type of agency
do you work?

1. School meals
2. WIC
3. SNAP



IMPORTANT DATES

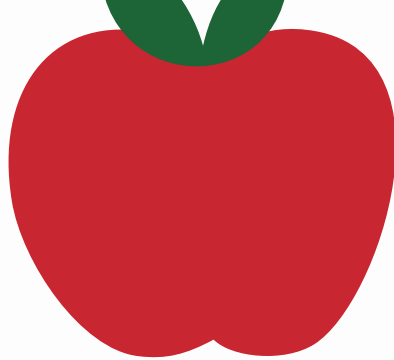
- **RFA opened:**
October 31, 2018
- **RFA closes:**
January 2, 2019
- **Anticipated funding announcements:**
February 2019



Purpose of the Summer Demos



To develop and test innovative methods of providing access to food for children during the summer months when schools are not in regular session to reduce or eliminate the food insecurity and hunger of children; and improve the nutritional status of children.



FY2019 Funding

- FY19 - \$28 million additional funding from Congress
- Unspent funds from prior years

FY19 RFA

USDA seeks to:

- Test innovative strategies to operate projects efficiently, effectively, and with integrity
- Support projects that will advance research priorities
- Fund multi-year projects that will provide benefits for three summers



Who can apply?



- State agencies that administer:
 - National School Lunch Program
 - School Breakfast Program
 - SNAP
 - WIC
- Indian Tribal Organizations operating WIC
- For food package model, WIC EBT must be statewide by January 1, 2019
- Only one application per State or ITO

Critical RFA Sections



- **Funding priorities** – page 5
- **Demonstration Details** – pages 8-19
- **Demonstration deliverables** – page 19
- **Eligibility requirements**
for applicants – page 22
- **Application review information** – page 31
- **Application template** – begins on page 46

Funding Priorities

1. **New projects**
2. New projects providing benefits to eligible children beginning in **summer 2019**
3. Part of a **statewide strategy**
4. Effective **coordination** among partners to provide superior **customer service**





New Projects

1. New projects led by State agencies that have not served as the lead agency or a partner agency in a prior year
2. New projects that will serve children in summer 2019

Statewide Strategy

- FNS Summer Meal Programs
 - Summer Food Service Program and Seamless Summer Option
- Other Federal, State, Local, Non-governmental programs
- 22 million children receive free and reduced price meals through NSLP but only 3.8 million (1 in 6) participate in Summer Meals





Coordination and Customer Service

1. Close collaboration among agencies and schools



2. Seamless transition between school and summer



3. Successful operations



Integrity and Costs

- Monitor and evaluate project integrity, efficiency, and costs
- Evaluate risks for improper payments
- Ensure high levels of project integrity
- Track and analyze administrative costs



Bonus Points

Category	Value
New	20 points
New and offering benefits in summer 2019	20 points
Part of Statewide plan	10 points
Coordination and customer service	10 points



Technical Scoring Criteria

Category	Value
Demonstration design and implementation	50 points
Administrative structure	15 points
Management plan	15 points
Budget	20 points



Application Template: Attachment A

ATTACHMENT A—Application Template

Applicants must use the following format, including titling and numbering system presented below for the application. Applications that do not follow the format will receive a reduced score.

1. Cover Sheet.

- a) Demonstration title—Summer Electronic Benefit Transfer for Children Demonstration
- b) State Agency or ITO name and address
- c) State Agency contact person, job title, address, phone and fax number, email address
- d) Level of funding support requested
- e) CFDA# 10.579

2. Table of Contents. Include a brief table of contents.

3. Proposal Summary. Provide an executive summary that includes an overview of the project. Address each of the FY19 funding priorities detailed on pages 6-7 of this RFA and clearly explain if and how the proposed project satisfies each funding priority. If a scaled up approach will be taken, provide an overview of each project year. Clearly explain whether the applicant or any project partners have administered or assisted in administering a Federally-funded demonstration providing EBT benefits to children during the summer months in a prior year. If applicable, explain how, when, and where this participation took place.

4. Statewide Plan - Service Areas and Populations Served. Provide a narrative description of nutrition assistance options currently available to low-income children during the summer months throughout the State (e.g., Summer Food Service Program, State-supported nutrition programs, meals or foods provided by non-profits such as food banks). Identify areas or populations of children that are currently underserved during the summer months. Describe the proposed service area(s) within your State and how it meets FY19 funding priority 3 on pages 6-7 of this RFA. Discuss the number of children you propose to serve for each summer of the project. Address important issues discussed in the *Statewide Plan - Service Areas and Populations Served* section on pages 8-9 of this RFA. For each service area include:

- a) An explanation of why this service area was selected for participation.
- b) Community characteristics, including a detailed description of the locality for the project; its boundaries; whether it is rural, suburban, or urban; the SFAs or school districts in the service area; and any other relevant characteristics.
- c) School meals participant characteristics in the proposed service area, including demographics, free and reduced-price participation data, and total enrollment (all students).
- d) Summer nutrition assistance characteristics in the proposed service area, including nutrition assistance options currently available to low-income children during the summer months in the service area, the efforts that have been made to improve nutrition assistance for low-income children in these areas, and the outcome of these efforts.
- e) Local agency characteristics, qualifications of key staff, staffing level, availability of key

Project Narrative

- Follow template in Attachment A
 - Beginning on page 46
- Demonstration Details
 - Beginning on page 8
- Data and deliverables
 - Beginning on page 19
- Letters of support, MOUs
 - Referenced on pages 15 and 52



Timeline

- Chronological
- Details for first year
- Major milestones in following years
- Activities, dates, responsible party
- Several pages
- Reasonable and realistic



Timeline: Sample Schedule

Attachment E—Sample Schedule

Summer EBT Work Plan with Implementation Schedule

Activity/Deliverable	Begin Date	Due Date	Responsible Partner	Key Staff
Execute MOU between Lead Department and other Departments				
Prepare contract amendment between Lead Department and Processor				
Participate in Orientation Conference Call for awardees				
Define needs requirements for EBT Management System modifications to support Summer EBT				
Define data collection and reporting rules for SFAs				
Inform SFAs about Summer EBT program and obtain their support				
Execute grant awards between Department/SFAs				
Develop contact letters and confidentiality agreement form to be sent to Summer EBT site households				
Establish account for the Summer EBT funds				
SFAs send contact letter and confidentiality agreement to targeted households with due date of				
Inform SFAs about data collection rules/ format				

Budget Narrative

- Line item budget in table format
- Include a brief paragraph to clarify
- Link each budget item to grant activities and goals
- Check your math!



Administrative Costs

- Narrative and line-item budget
- Identify fiscal year in line-item budget
- Narrative identifies start-up and ongoing costs
- Pre-award at your own risk
- Separate LOCs and ASAP accounts



BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006

Expiration Date: 06/30/2014

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Year 1		\$	\$	\$ 666,986.00	\$	\$ 666,986.00
2. Year 2				848,744.00		848,744.00
3. Year 3				484,269.00		484,269.00
4.						
5. Totals		\$	\$	\$ 1,999,999.00	\$	\$ 1,999,999.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Year 1	(2) Year 2	(3) Year 3	(4)	
a. Personnel	\$ 644,638.00	\$	\$	\$	\$ 644,638.00
b. Fringe Benefits	219,177.00				219,177.00
c. Travel	15,700.00	0.00			15,700.00
d. Equipment	0.00	0.00	0.00		
e. Supplies	24,000.00				24,000.00
f. Contractual	757,200.00				757,200.00
g. Construction	0.00	0.00			
h. Other	26,060.00				26,060.00
i. Total Direct Charges (sum of 6a-6h)	1,686,775.00	0.00	0.00		\$ 1,686,775.00
j. Indirect Charges	313,224.00				\$ 313,224.00
k. TOTALS (sum of 6i and 6j)	\$ 1,999,999.00	\$ 0.00	\$ 0.00	\$	\$ 1,999,999.00
7. Program Income	\$	\$	\$	\$	\$

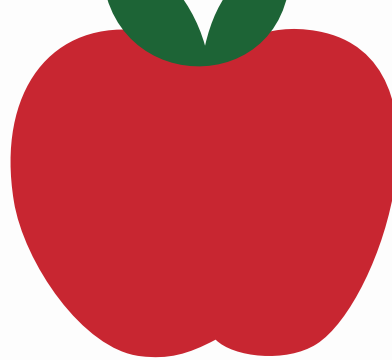
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Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

Budget

- Line items should be connected to project activities
- Personnel costs should be realistic
- Adjust FTE to account for the time needed to hire

Data specialist (Pat Doe)	\$72,000
40 hrs/wk x \$25/hr x 6 mos. for 3 years (18 months)	



Activity costs

- Staff
- IT programming
- Vendors and contractors
- Outreach and customer service
- Translations

SNAP, WIC, NSLP, and other partner program funds may not be used, and vice versa

Deliverables

- Pages 19-21 of the RFA
- Includes:
 - Implementation Updates
 - Quarterly Progress Reports
 - Quarterly Financial Reports
 - EBT Issuance and Transaction Data
 - End of Summer Reports
 - Final Financial Report
 - Final Progress Report
 - Other reports as requested by USDA



Other Important Points



- Funds awarded as a cooperative agreement
- Subsequent years
- Register now, don't wait
 - Checklist on page 3 of the RFA

Collaborate

- Identify needs
- Identify and create partnerships
- Leverage resources



It Takes a Village

A variety of people:

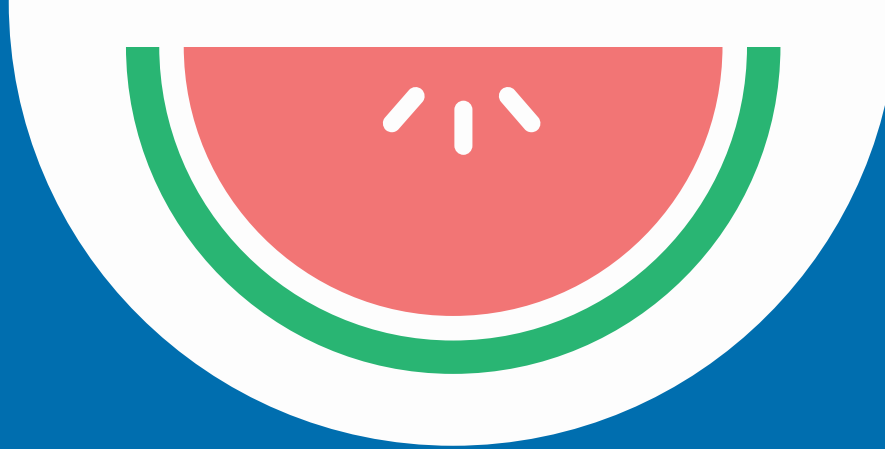
- Successful Grant Writers
- Subject Matter Experts (SMEs) for:
 - school meal programs
 - EBT programs
 - SNAP/WIC



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Q&A

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Please type your questions into the questions box at the lower left side of your screen.

However, technical questions should be formally submitted to Dawn Addison at
Dawn.Addison@fns.usda.gov





Wrap-up

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For additional questions, please email:

Dawn.Addison@fns.usda.gov



United States Department of Agriculture