

RFA # 0347
2025 SNAP-Ed Food Box Grant Program
Questions and Answers

Question	Grouping	Answer
<p>The program page states that applications must be emailed to Steven.Affat@agriculture.ny.gov. However, the provided Scope of Work form also states to "submit this form to your program manager by e-mail and by postal mail to:</p> <p>NYS Department of Agriculture and Markets Division of Agricultural Development 10B Airline Drive Albany, NY 12235"</p> <p>Just to confirm, should applications, including the Scope of Work, be emailed to the address provided only, as directed on the program page and in the RFP?</p>	<p>Application Process</p>	<p>Application should be emailed only, you do not need to send by postal mail, unless email is unavailable.</p>
<p>In the RFA released for the 2025 SNAP-Ed Food Box Grant Program it states that SNAP-Ed Community Growers Technical Assistance Awardees are ineligible to apply for the Food Box Grant.</p> <p>Is the Community Growers Technical Assistance RFA 0346 (2025 SNAP-Ed Community Growers Grant Program) or is the Technical Assistance a difference funding?</p> <p>We are interested in both the Community Growers funding and the Food Box program but are unsure if we are able to apply for both.</p>	<p>Eligibility</p>	<p>Community Growers Technically Assistance Awards are separate from the Community Growers and Food Box RFA's. Cornell University is the 2025 Community Growers Technical Assistance awardee.</p>
<p>Is there a cost share involved with these grants? If so, what percentage of contribution is being asked for and are volunteer hours an acceptable method of contribution towards that amount?</p> <p>Would we be able to use the same farm for both grants should we be fortunate enough to be granted both?</p>	<p>Expenses</p>	<p>There is no match for this grant program.</p> <p>Projects and expenses must be kept mutually exclusive.</p>

<p>Per the RFA page 5 of 13, ineligible costs include "Operating Expenses: Cost of food – organizations must utilize revenue from customers or outside grant funds to purchase food".</p> <p>However, RFA page 10 of 13 describes Project payments requiring sufficient backup documentation "The Department must be able to substantiate claims and in order to do so, there must be sufficient backup documentation provided with any claims for payment. If salaries are being paid, the percentage worked on the program and employee time allocation sheets must be provided along with payroll backup, purchases of the fruits and vegetables, equipment, NERI, all must have back up to support payment." We note that purchases of fruits and vegetables are delineated.</p> <p>Our program aims to subsidize an existing food pharmacy program. We would need to purchase mostly produce however, the ability to purchase bread or eggs would be helpful. Our question is can project payments cover these costs?</p>	<p>Expenses</p>	<p>"Cost of food - organizations must utilize revenue from customers or outside grant funds to purchase food" was included in error.</p> <p>Per RFA, Section V, Award Details, c. Project Payments; purchases of the fruits and vegetables, equipment, NERI, all must have back up to support payment.</p>
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