

## Question & Answer Document for RFA0367

Question	Answer
If our program has unspent funds at the end of the contract term, is it possible to request contract term modifications to extend the timeline?	Projects must be completed by March 31, 2026. Depending on circumstances an extension of time may be granted on a case-by-case basis.
If given the option for a contract term modification, should agencies request funding amounts above what they anticipate spending down by the end of the contract term?	The funding request should be commensurate with the project defined in the plan of work and budget. Projects exceeding the allowable term will not meet the program requirements and will not be considered for funding
Our program utilizes TotilPay Register software for processing SNAP EBT payments at our farm stand sites – is this considered an eligible expense?	<p><b>Per RFA Section 4C:</b>  “Grant funds may be used for any of the following purposes directly related to the completion of an eligible project. Eligible costs include, but are not limited to...</p> <p>2. Administration, which can be no more than 30% of the total award. Examples include</p> <ul style="list-style-type: none"> <li>• Lease or rent of vehicles</li> <li>• Salaries and wages including fringe benefits directly related to the project</li> <li>• Supplies or equipment for food storage, preparation, or distribution under \$5,000 directly related to the project</li> <li>• Transportation of food”</li> </ul> <p>Therefore, the software can be considered an eligible cost if it is within the 30% of the total award allowed for administration costs.</p>
Are rent costs for program staff at our programmatic offices considered an eligible expense?	See answer above.
Is the MWBE requirement only applied to discretionary funds in the budget, or do we have to account for the MWBE requirements with program staff salaries?	The 30% MWBE requirement is a statutory requirement. The directory of MWBEs can be viewed at: <a href="https://ny.newnycontracts.com">https://ny.newnycontracts.com</a> . The grantee will need to provide good faith effort documentation to determine if there is or is not an available MWBE opportunity. The Department will review this information upon submittal for goal achievement or potential exemption
Is promotion of the CSA to eligible populations through a marketing company registered as MWBE allowable?	Yes, this would be an allowable expense within the 30% administration costs limit.
Do you need to be registered to accept SNAP in order to apply for this FreshConnect CSA grant?	<b>Per RFA Section 4B:</b> “Applicants must also identify who is directly accepting SNAP payments under this grant program for CSA shares.”

<p>As a current Double Up Food Bucks market, are we eligible to offer FreshConnect CSA boxes?</p>	<p>Being a market that operates the Double Up Food Bucks program is independent of this grant opportunity and does not impact eligibility. The FreshConnect for CSA grant program is a separate initiative from the FreshConnect Checks coupon program.</p>
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