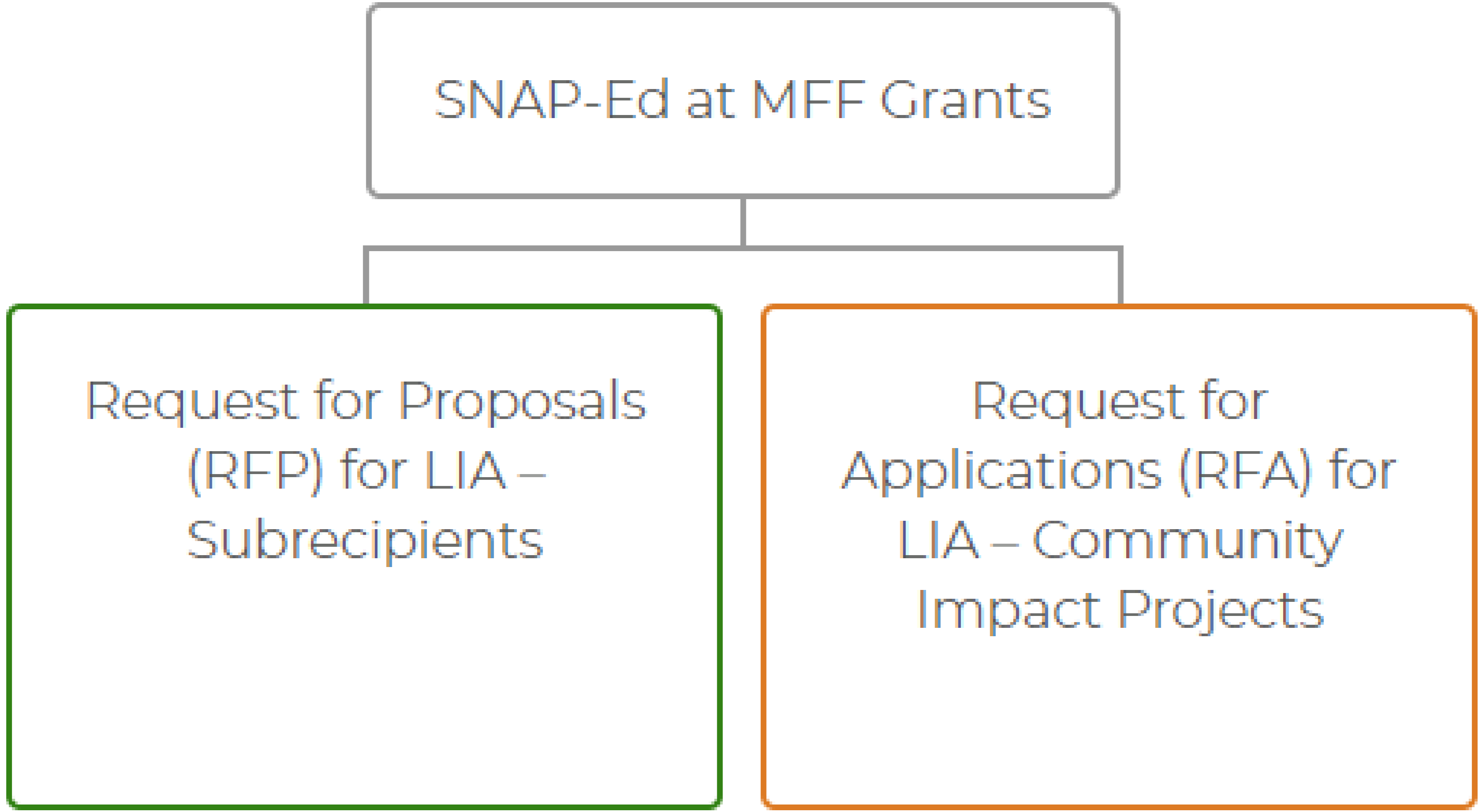




SNAP-Ed at MFF Request for Proposals (RFP)

FY 2023



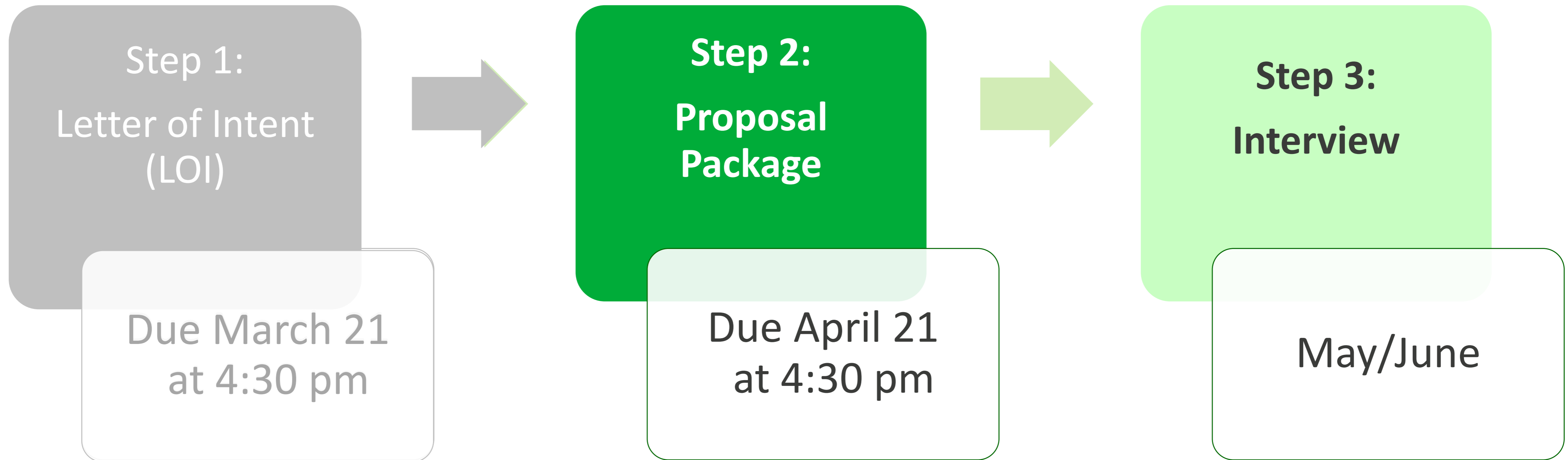
RFP (to be a subrecipient)

- New or returning organizations
- Meet eligibility criteria
- Demonstrate capacity to *independently* implement SNAP-Ed
- Past performance shows grant and program compliance (currently funded orgs only)

If your organization is currently funded in FY22 (Sub or CIP) and meets these criteria, you need to complete the RFP

RFP Process

<https://snap-ed.michiganfitness.org/how-to-apply/request-for-proposals>



Step 2: Proposal Package

<https://snap-ed.michiganfitness.org/how-to-apply/request-for-proposals/proposal-package>

About
Selection Criteria
Documents
Questions
Technical Assistance
Submit Proposal Package



Aligned with criteria to be a subrecipient



Lists all required docs and helpful resources



How to submit and access FAQs



Recordings from the general & RFP-specific TA sessions will be posted here.



Submit by Thursday, April 21, 2022
at 4:30pm EST

Step 2:

Proposal Package

6

About

Selection Criteria

Documents

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Submit Proposal Package

Documents

Required forms

- [Program Narrative](#) 
- [*Budget Worksheet](#) 
- [SNAP-Ed Compliance Assurances](#) 
- [Evaluation Assurances](#) 
- [Current and Pending](#) 






Organizations will receive a customized budget worksheet from MFF if **both of the following are true:*

- *Your organization is currently funded by SNAP-Ed in FY 2022*
- *Your organization was recommended to continue with the RFP process after Letter of Intent submission*

Instructions

- [Program Narrative Instructions](#) 
- [Budget Worksheet Instructions](#) 

Other resources to assist you in completing the Request for Proposals (RFP)

- [De Minimis Certification](#) 
- [Indirect Channels](#) 
- [Settings](#) 
- [Subrecipient Backgrounder](#) 
- [RFP Process Overview](#) 

Program Narrative

- 5 questions!
- Describe community needs and if serving multiple communities, note unique needs
- Outline anticipated programming and the rationale for that programming
- Explain how program components (PSE and DE) work together
- Describe the organizational infrastructure in place to implement a federally funded grant program and deliver local programming

Intervention/Strategy & Type (DE, PSE) (List key supplemental materials below the intervention/strategy name)		Indirect Channel(s) <i>Click on heading above to access list of indirect channels</i>	Setting(s) <i>Click on heading above to access list of settings</i>	# of Sites	Focus Audience(s) Description & Eligibility Category	Estimated Total Reach	Anticipated Programming Changes from FY 2022 to FY 2023 (Provide code and brief description of change)
	FY 2022						
	Proposed FY 2023						
	Rationale for Intervention/Strategy						
<input type="checkbox"/> DE <input type="checkbox"/> PSE	<p>We propose to implement this intervention/strategy because the evidence base indicates [X significant change] with [Population] in [Setting], and it meets [X community need described in Question 1].</p>						

Budget Worksheets

Request for Proposals (RFP) for
Local Implementing Agency (LIA) - Subrecipients

SNAP-Ed at Michigan Fitness Foundation (MFF)
Fiscal Year 2023
(October 1, 2022 – September 30, 2023)

[Organization Name]

The name of the applying agency has been inserted above and it will autofill on subsequent worksheets

BUDGET COMPLETE

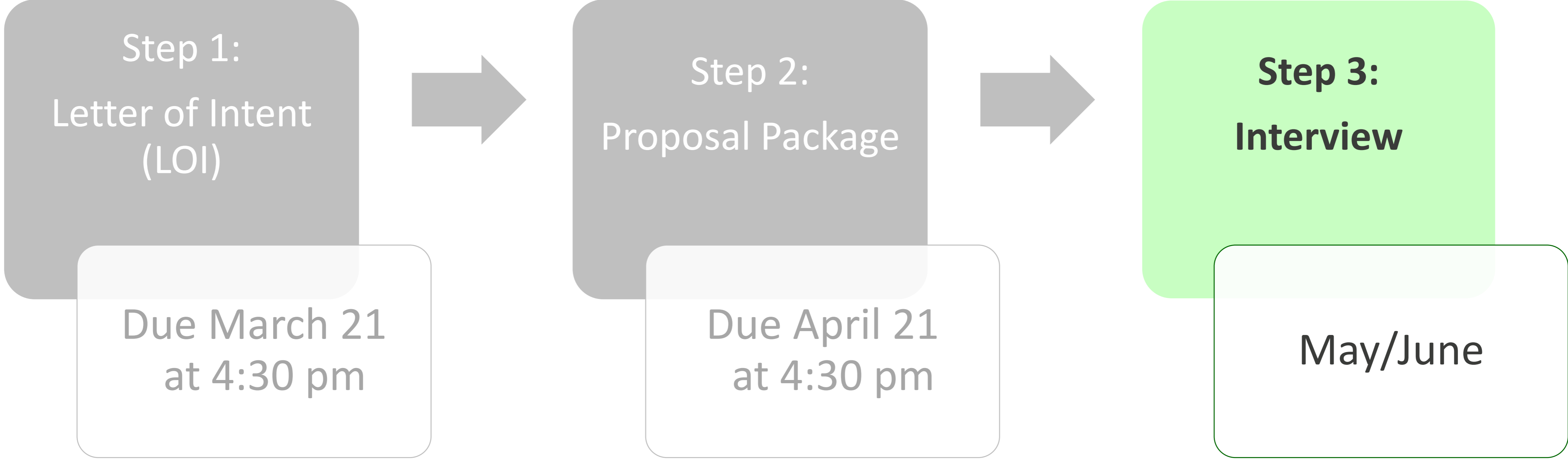
show all rows on all tabs

Refer to the 'Budget Worksheet Instructions' for information on how to complete the budget worksheets.
Carefully read **all** instructions.



- Input data in the “Title Page” tab and all yellow tabs.
- “Budget Summary” auto populates with data entered on other tabs, except for indirect costs.
- Gray tabs auto populate based on data entered on other tabs

1 Title Page	2 BUDGET SUMMARY	3 Staffing-Employee & Contract	4 Program Expenses	5 Travel	6 Admin-Space-Misc	Staff Admin & Pgm	Statement of Work	Admin Costs	PSE Costs
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Questions

Please type your questions in the chat box or unmute your line.

Click on 'Subrecipients FAQs' to see answered FAQs about the RFP.

Direct link: <https://snap-ed.michiganfitness.org/how-to-apply/request-for-proposals/subrecipient-faqs>

To submit additional questions by April 13th:

- Email communityimpact-rfp@michiganfitness.org
- Use the form on the 'Subrecipient FAQs' webpage