**PROGRAM NARRATIVE**

**Request for Proposals (RFP) for Subrecipients**

**SNAP-Ed at Michigan Fitness Foundation (MFF)**

**Fiscal Year 2024 (October 1, 2023 – September 30, 2024)**

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| --- | --- |
| **Organization/Agency Name:** |  |
| Title of SNAP-Ed Program: |  |
| Type of Organization/Agency: |  |
| Taxpayer ID or EIN#: |  |
| Physical Address: |  |
| Mailing Address: |  |
|  | |
| **Authorized Organization Representative:** |  |
| Telephone: |  |
| E-mail Address: |  |
|  | |
| **Lead Program Contact:** |  |
| Telephone: |  |
| E-mail Address: |  |
|  | |
| **PSE Lead:** |  |
| Telephone: |  |
| E-mail Address: |  |
|  | |
| **Financial Representative:** |  |
| Telephone: |  |
| E-mail Address: |  |

**FY 2024 Funding Request: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Describe the needs of the focus community\* that your proposed SNAP-Ed program aims to address and explain how you identified those needs.** *\*If your proposed program will serve multiple communities, be sure to describe the unique needs of each community.*
2. **Name the proposed core DE interventions and PSE strategies selected to address  
   community needs outlined in Question 1 and provide the rationale for selecting those  
   core interventions and strategies. If you are a returning local SNAP-Ed organization,  
   also note any changes in DE intervention programming and/or PSE strategy  
   implementation.**

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| --- | --- | --- |
| **Intervention/Strategy**  Enter the DE intervention name(s) and PSE strategy(ies) you select in the *Anticipated Programming Form.*  Include the PSE assessment/tool with the PSE strategy if currently known. | **FY24 Changes**  **(Returning organizations only)**  Provide an overview of any significant changes you plan on making from FY 2023 to FY 2024 that address evolving or emerging community need(s) noted in Question 1.  Name the change category along with your explanation. | **Rationale for Intervention/Strategy**  **Template:** We propose to implement this DE intervention/PSE strategy because it meets [X community need described in Question 1]. |
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1. **Explain how the particular mix of proposed DE interventions and PSE strategies will create a comprehensive program that will maximize community impact and build sustainability.**
2. **Describe the existing systems, practices, policies/procedures, resources, capacities/abilities, etc. that your organization has in place to successfully and independently:**
3. Lead programmatic decision making to ensure locally-relevant, comprehensive SNAP-Ed programming;
4. Implement proposed interventions/strategies with fidelity;
5. Catalyze multi-sector collaborations to advance the goals of SNAP-Ed;
6. Address and build a foundation of equity; in particular, state what considerations have been taken in regards to SNAP-Ed staff compensation and benefits; and
7. Follow and complete all grant requirements and ensure grant compliance (e.g., complete timely grant reporting, monitor grant budget, ensure good stewardship of grant funds).