**PROGRAM NARRATIVE**

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

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

**Fiscal Year 2025 (October 1, 2024 – September 30, 2025)**

|  |  |
| --- | --- |
| **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: |  |
|  |
| **Secondary Lead contact:** (optional) |  |
| Telephone |  |
| E-mail Address: |  |

1. **For FY 2025 we are requesting $**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **for direct education reach,**

  **indirect channel DE reach, and PSE reach.**

1. **Describe your proposed SNAP-Ed program in 500 words or less. Include:**
	1. **Which community(ies) you plan to serve**
	2. **Who you plan to serve**
	3. **Where (settings) you plan to provide direct education (DE) and Policy, Systems, and Environmental change (PSE) strategies**
	4. **How you plan to deliver programming**
		1. **Summary of DE, including number of series, sessions, and frequency**
		2. **Overview of PSE anticipated PSE work**
	5. **Who are key partners and what contributions will they make to help advance your SNAP-Ed work**
2. **Describe the data and information you used to make programming decisions for FY 2025, including new or emerging community learnings, needs, and assets and how you identified those. If you did SNAP-Ed programming in FY 2023, describe how you used your FY 2023 program evaluation findings to guide programming decisions.**
3. **Name the proposed core DE interventions and PSE strategies selected to address**
**community needs and assets outlined in Question 3 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.**

|  |  |  |
| --- | --- | --- |
| **Intervention/Strategy** | **FY25 Changes****(Returning organizations only)**  | **Rationale for Intervention/Strategy** |
|  |  |  |
|  |  |  |

1. **Explain how the particular mix of proposed direct education interventions and PSE strategies will create a comprehensive program that is integrated into the community and will maximize impact.**