



**Frequently Asked Questions (FAQ)
Equitable Food Access: Produce Incentives
May 19, 2021**

Scope of Services:

Question 1: What is meant by referral pathway to food access programs? Please describe “referrals” to other local and federal nutrition/food access programs including WIC, SNAP/EBT, Commodity Supplemental Food Program, School Based Nutrition Markets, Home Delivered Meals, and Healthy Corner Stores?

Answer 1: An applicant is expected to demonstrate capacity to implement a system to connect participants in the Home Delivered Meals Program into other local and federal nutrition/food access programs including WIC, SNAP/EBT, Commodity Supplemental Food Program, School Based Nutrition Markets, Home Delivered Meals, and Healthy Corner Stores over the course of the three year project period. For example, a referral pathway can include providing information (verbal, print, digital, etc.) to the Produce Incentives program participants on how to apply for WIC, SNAP/EBT, Commodity Supplemental Food Program, School Based Nutrition Markets, Home Delivered Meals, and Healthy Corner Stores. An applicant is also expected to demonstrate capacity to receive referrals from WIC, SNAP/EBT, Commodity Supplemental Food Program, School Based Nutrition Markets, Home Delivered Meals, and Healthy Corner Stores into the Produce Incentives program. An applicant is not expected to assist residents to apply for local and federal nutrition/food access programs.

Question 2: Is there a specific process to screen residents for enrollment into the Produce Incentive program?

Answer 2: Please refer to Section 3.3. No, DC Health is not looking for a specific screening and intake process. The applicant is expected to describe the screening and intake process that they plan to implement.

Question 3: If an applicant proposes a prepaid card option that does not require a relationship with a financial institution to process and reconcile incentive benefits, does the applicant need to establish a relationship with a financial institution?

Question 3: If an applicant proposes a pre-paid card option that will process and reconcile benefits without need for a relationship with a financial institution, the applicant will not need to establish a relationship with a financial institution.

Question 4: What is meant by “clinical community linkages”? Is the applicant expected to establish partnerships with only clinical providers to facilitate referrals into the Produce

Incentive Program?

Answer 4: Please refer to the glossary on page 33. Applicants are expected to describe how they will build partnerships with at least a total of five federally qualified health centers (FQHC), community based organizations, *and* District agencies to increase enrollment into the Home Delivered Meals program.

Question 5: Can you explain what you mean by Linkages to Social Supports?

Answer 5: Yes, please see section 3.3, subsection 2, bullet C. These outside organizations can also provide services related to childcare, education, housing, transportation, and physical activity. Applicants are expected to describe how they will link Home Delivered Meal program participants with these five (5) outside organizations. Applicants are not expected to establish partnerships with all five (5) outside organizations within the first year of the project.

Question 6: Is home delivery limited to direct participant delivery (door to door) or can delivery occur at other community sites in order to meet the 500 participant requirement (10%)?

Answer 6: It is permissible for applicants to deliver produce to a community site where participants will pick up their produce. Applicants should describe how they will screen participants for need of delivery to their home or a community site and indicate the number of participants receiving home delivery and picking up at a community site. Proposed community sites should be included in the application as well as the applicant's current level of partnership with the community site(s).

Question 7: Is the applicant expected to measure all outcomes listed in Section 2.2.2?

Answer 7: Upon award, DC Health will work with the grantee to finalize performance indicators and outcomes. In the application, applicants are expected to demonstrate capacity of their organization to collect outcomes listed in **Section 2.2.2**.

Question 8: Can you describe "vendors" –what kind of entity is eligible to accept Produce Incentives and how are they authorized to participate in the Produce Incentive program?

Answer 8: To qualify as a vendor in the Produce Incentive program, entities must first be approved by DC Health to accept DC WIC & Senior Farmers Market Nutrition Program benefits. DC WIC & Senior FMNP-approved vendors grow produce within a 500-mile radius of the District and sell produce directly to DC residents.

Question 9: Can you clarify the role of the "Food Navigator"?

Answer 9: A food navigator can be compared to a community health worker. The Food Navigator is a role performed by a staff person who assists with increasing enrollment and engagement in the Healthy Corner Store program, conducts outreach to the community, and connects participants with community resources to support a healthy lifestyle. Outreach can be completed virtually, over the phone, or in-person. This person can be an existing staff person. The role does not need to be created for the purposes of this funding opportunity.

Question 10: How is DC Health defining Produce Incentive?

Answer 10: DC Health utilized Robert Wood Johnson's 2021 County Health Ranking definition of Produce Incentive when developing this funding opportunity Source: [Fruit & vegetable incentive programs | County Health Rankings & Roadmaps](#). For the purpose of this funding opportunity, applicants should match grant funds to SNAP benefit spending amounts.

Question 11: How is DC defining multilevel intervention?

Answer 11: See page 35.

Question 12: Considering DC Health has released four (4) RFA's to increase Equitable Food Access in the District, will awardees of all 4 RFA's be expected to work in collaboration with one another?

Answer 12: Yes, DC Health will facilitate collaboration among awardees of all four (4) RFA throughout the three year project period.

Question 13: Is there a minimum requirement for amount of funds spent on actual produce incentives?

Answer 13: A minimum of 70% of grant funds should be utilized on produce incentives.

Question 14: Is the applicant limited to only serving residents of Ward 5, 7, and 8?

Answer 14: Applicants are not limited to serving residents in Wards 5, 7 and 8; however, an applicant shall describe how they will prioritize District residents in Wards 5, 7, and 8.

Grants Insurance Coverage:

Question 15: Will the Office of Risk Management (ORM) be able to share the slides presented during the pre-application conference?

Answer 15:

Yes, DC Health will post the slides with this FAQ. If you are interested in doing a preliminary compliance check of your insurance coverages, you are welcome to email both your Certificate of Insurance (COI) and a copy of your full cyber liability coverage to jennifer.prats@dc.gov. Both documents are required for the compliance check.

Application Requirements:

Question 16: Regarding Work Plan and Evaluation Plans requested in the RFA, should these plans reflect year one only or should applicants project out for the additional two option years?

Answer 16: The work plan and evaluation plan should only reflect the first year of the project.

AMENDMENTS TO RFA#: CHA_PIP_04.30.21

An amended RFA is attached. The new text is highlighted in red and is as follows:

- 1. Page 15 Language Correction, 2.2.2 Outcomes, Outcome Area 6: Data Collection and Reporting:**
 - From:** A. Increased reported food security by District residents enrolled in the Home Delivered
 - To:** A. Increased reported food security by District residents enrolled in the *Produce Incentives* Program
- 2. Page 15 Language Correction, 2.2.2 Outcomes, Outcome Area 5, Subsection A. Increased community engagement in local food access program, Performance Indicators**
 - From:** Number of Farmers Market Champions by farmers market by month
 - To:** Number of *Food Navigators providing outreach by market by month*