

**SNAP-Ed Approaches to Direct Education RFA
FO# CHA-SNAPEd-Education-3.29.24**

Frequently Asked Questions (FAQ)

- 1. Question:** Does the baseline data for evaluation have to include every participant or can it just include a sample of the participants?
Answer: Baseline data does not need to include every participant, but a representative sample of your total population should be captured.
- 2. Question:** Will grantees be required to collect information on all the bullets on page 21? For how many people?
Answer: For the baseline and post-participation dietary and physical activity behaviors, grantees are required to collect information for all of the measures that are related to the type of education you are providing (nutrition education or physical activity education). There is not a specific number of people that you need to report on, but it should be representative of the population you are serving. If awarded, DC Health will work with grantees to ensure their evaluation plan meets all DC Health and USDA Requirements.
- 3. Question:** Where can grantees view attachments and templates referenced in the RFA?
Answer: They will be posted on the [District Grants Clearinghouse](#).
- 4. Question:** Do all the components of the SNAP-Ed evaluation framework need to be addressed? Only list three are listed on p. 29 of the RFA.
Answer: Applicants do not have to address every part of the SNAP-Ed evaluation framework. Please refer to the logic model attachment to see what components of the SNAP-Ed evaluation framework need to be addressed. Page 29 of the RFA also lists the three components of the SNAP-Ed evaluation framework that need to be addressed, "Evaluation Plan demonstrates effective evaluation questions, evaluation design, and measures related to the SNAP-Ed priorities (MT1: Healthy Eating, MT2: Food Resource Management, and MT3: Physical Activity and Reduced Sedentary Behavior) from both a process and outcome perspective."
- 5. Question:** Will DC Health have statewide survey tools for collecting SNAP-Ed participant information?
Answer: Statewide survey tools are currently in development, but final guidance is pending the award to ensure that these survey tools meet the needs of our grantees. Additionally, DC Health will work with all grantees to ensure the evaluation plans they implement meet the requirements of both DC Health and USDA.

6. **Question:** How would we handle the case where participants are children? Do we need to survey families to get that information?
Answer: Applicants must propose a process and outcome evaluation strategy utilizing the SNAP-Ed Evaluation Framework to monitor ongoing processes and assess success in program implementation and achievement of programmatic goals. DC Health will work with the grantee on a case-by-case basis once awarded.
7. **Question:** Can you clarify if instruction food is permitted? Can the cost of healthy snacks for program participants to see and learn about healthy snacks during events be covered by the SNAP-Ed grant?
Answer: Grantees cannot provide a meal size portion. Only sample sizes are allowed. Please refer to page 27 of the RFA to see the full list of allowable costs under this RFA: “The cost of food for recipe/taste testing purposes is an allowable cost. Ongoing snacks or foodservice, meal sized portions or complete meal service, and/or the cost of food provided as groceries or supplemental food is NOT an allowable cost.”
8. **Question:** When will the logic model and other attachments be posted?
Answer: They should be posted by April 12, 2024.
9. **Question:** Is there a minimum number of sessions for direct education?
Answer: Please see page 18 of the RFA for information on what is allowed for group-based direct education. There is no minimum number of sessions so long as the selected curricula demonstrates the requirements for direct education listed on page 18.
10. **Question:** Are applicants required to address all four priority indicators or can they choose which indicators to address? Which parts of our project correlate to each indicator?
Answer: It depends on what type of education you choose to implement. If you choose nutrition education, you will report on priority indicators that are related to nutrition education and vice versa for physical activity. Nutrition Education Priority Indicators includes MT1 Healthy Eating, MT2 Food Resource Management, and MT5 Nutrition Supports. Physical Activity Priority Indicators includes MT3 Physical Activity and Reduce Sedentary Behavior. Both Nutrition Education and Physical Activity programs should report on ST7 Organizational Partnerships
11. **Question:** Can you explicitly state which evaluation indicators correlate to nutrition education and physical activity and which are both?
Answer: Nutrition Education Priority Indicators includes MT1 Healthy Eating, MT2 Food Resource Management, and MT5 Nutrition Supports. Physical Activity Priority Indicators includes

MT3 Physical Activity and Reduce Sedentary Behavior. Both Nutrition Education and Physical Activity programs should report on ST7 Organizational Partnerships.

12. **Question:** Is there guidance around different audiences served, for example, different age groups, for population?
Answer: Please refer to page 18 for requirements of populations served under this RFA. Grantees must select at least two targeted settings found on page 18 to implement nutrition education and/or physical activity programming. Outside of the outlined target population and reach, found on page 17 of the RFA, there is no requirement for audiences served or age groups.
13. **Question:** Is virtual programming allowed?
Answer: Please refer to page 18 of the RFA for information on allowable activities for group-based direct education. Direct education allows for in-person or in a live online format, indicating that virtual programming is allowed.
14. **Question:** How long is the question period open?
Answer: Questions will not be accepted after April 24, 2024.
15. **Question:** When will the FAQs be posted by?
Answer: The FAQs will be updated every three business days.
16. **Question:** Please clarify the covered entity disclosure question #2, particularly as it relates to contributions to political campaigns. Is there a dollar threshold beyond which applicants are ineligible? Does this apply only to candidates in the District, or in other jurisdictions as well?
Answer: Only the eligibility documents listed in the RFA determine an applicant's eligibility. It includes all jurisdictions.
17. **Question:** How should the Service Area Budget Tab on the EGMS application be completed?
Answer: The applicant has to select SNAP-Ed from the left column and add it to the right column. In the service area budget section, they have to enter in the total amount they are requesting for the SA. If their application is awarded, they will enter in the categorized budget for the SA during pre-award.

18. **Question:** Where should the evaluation workplan be uploaded? There is not a designated space for it in the EGMS application.

Answer: For the workplan, the applicant has to type in the details in the Workplan tab. Any additional workplan document, if needed, can be uploaded in the Application Components tab.