NEHA-FDA Retail Flexible Funding Model (RFFM) Grant Program
Applications for CY 2024 Projects

NEHA-FDA RFFM Grant Program Team
August 2023
Retail Program Standards Goals and Benefits

• Inspectional uniformity and consistency, at your own pace (voluntary)
• Relationships with other jurisdictions, local and regional State, Local, Tribal, and Territorial (SLTT) networks
• SLTTs assisting each other and receiving necessary assistance
• Inclusiveness, all registered food protection jurisdictions are welcome
• Building the Integrated Food Safety System (IFSS)
CY 2024 NEHA-FDA RFFM Grant Program

• Far from perfect, but hearing and applying SLTT/partner feedback
• Continuous improvement
• Funding to enable and incentivize
• Accessible to all; transparent and fair
• Low Administrative Burden
Some Things Remain The SAME

• Retail Program Standards enrollment with FDA is still required (VNRFRPS)

• Grant Program registration and information: NEHA.org/Retail-Grants

• Use the same Grant Portal to register (if new) or apply (using your existing Login and Password)

• A full-year grant performance period: January 1 through December 31, 2024

• No new, 3-year grants this year (perhaps in 2025?)
Some Things Get BETTER

• **Track 1 and Track 2 Development Base Grants** now have 3-in-1 combined applications that include:
  - Base Grant Activities
  - Mentee Optional Add-On
  - Training Optional Add-On

• **Track 1 and 2 Development Base, Mentee, and Mentor** funding now comes as fixed-amount awards, with payments based on deliverables met (no receipts required for payment)

• By applying SLTT feedback, we have significantly simplified the NEHA-FDA RFFM Grant Program’s administrative burden.
Grant types and options that utilize Fixed Funding, based on deliverables met, will include:

- **Track 1 Development Base Grants** (Base funding, Mentee Optional Add-On funding)
- **Track 2 Development Base Grants** (Base funding, Public Health Metric Funding, Mentee Optional Add-On funding)
- **Mentorship Optional Add-On Grants** (Mentee and Mentor funding)
Payment for Fixed Funding Options and Grants

• To receive payment for the Fixed Funding grants or options, specified deliverables must be met for each grant type and option.

• Payment will be based on deliverables achieved during the project period. Expense documentation WILL NOT be required for payment of Fixed Funding outcomes and options, and your actual spending DOES NOT need to conform to the deliverables-based payment amounts.

• You are free to expend funds as determined by your unique needs, with the only requirement for payment being confirmation that each selected deliverable has been met.

• For audit purposes, however, keep in mind that your spending must always adhere to all applicable federal subaward grant funding rules.
Mentorship / Mentee Fixed Funding Deliverables

• Achievement of the Retail Program Standards goals from your application: *Fixed Funding of $8,000*

• Completion of at least one site visit with your Mentor (either in your jurisdiction or theirs): *Fixed Funding of $3,000*

• Attendance at the required year-end Mentorship Conference: *Fixed Funding of $3,000*

• Maximum Fixed Funding of $14,000

• Available for any applicant, whether in Track 1, Track 2, Track 3
**Mentorship / Mentor Fixed Funding Deliverables**

- **Funding for time spent on Mentee support**: Fixed funding of $6,000
- **Funding for completion of the program by Mentee(s) supported**: Fixed funding of $3,000 per Mentee
- **Attendance at the required year-end Mentorship Conference**: Fixed Funding of $3,000
- **Maximum Fixed Funding of $12,000 (1 Mentee) to $24,000 (5 Mentees)**

- **Available for Track 2 applicants** (instead of selecting the Mentee Optional Add-On in the Base Grant) or **Track 3 Maintenance and Advancement Base grantees**
Fixed Funding for Mentors by # of Mentees

• 1 Mentee: $6,000 base for mentee support + $3,000 for successful completion of the program by mentee + $3,000 for attendance at the year-end meeting = **Fixed Funding of $12,000**

• 2 Mentees: $6,000 base for mentee support + $6,000 for successful completion of the program by mentees + $3,000 for attendance at the year-end meeting = **Fixed Funding of $15,000**

• 3 Mentees: $6,000 base for mentee support + $9,000 for successful completion of the program by mentees + $3,000 for attendance at the year-end meeting = **Fixed Funding of $18,000**

• 4 Mentees: $6,000 base for mentee support + $12,000 for successful completion of the program by mentees + $3,000 for attendance at the year-end meeting = **Fixed Funding of $21,000**

• 5 Mentees: $6,000 base for mentee support + $15,000 for successful completion of the program by mentees + $3,000 for attendance at the year-end meeting = **Fixed Funding of $24,000**
We Want You!

Become a Mentor for CY 2024
CY 2024 Options and Grants With Traditional Reimbursement

• Track 3 Maintenance and Advancement Base Grants

• Capacity Building Optional Add-On Grants

• Training funds through:
  ➢ Training Optional Add-Ons for Tracks 1 and 2 Development Base applications
  ➢ Training Optional Add-On Grants for current Track 3 Maintenance and Advancement Base grantees

• Special Projects Optional Add-on
Track 1 Development Base Grant Deliverables and Funding

- **Completion of the Required Objectives**: Self-Assessment of all Nine Standards (SA9) **AND** a Comprehensive Strategic Improvement Plan (CSIP) covering all nine Standards: *Fixed Funding of $5,000*

- **Mentee Optional Add-On**: *Fixed Funding of $14,000*

- **Training Optional Add-On**: Funding for up to two staff members to attend in-person Self-Assessment and Verification Audit Workshop(s): *Traditional Reimbursement up to $7,500*

- **Total Possible Funding of $26,500**: $19,000 as Fixed Funding based on deliverables met

- **All through a single application**
Track 2 Development Base Grant Deliverables and Funding

- **Completion of the Required Objective:** Continuous improvement with Standards 1 - 8: Fixed Funding of $5,000

- **Completion of the Optional Objective:** Work on Standard 9 in pursuit of a Public Health Metric: Fixed Funding of $5,000

- **Mentee Optional Add-On:** Fixed Funding of $14,000

- **Training Optional Add-On:** Funding for Retail Food Safety Trainings, Conferences, and Workshops: Traditional Reimbursement of up to $7,500

- **Total Possible Funding of $31,500:** $24,000 as Fixed Funding based on deliverables met

- **All through a single application (two Optional Add-On Grants are also available)**
Track 3 Maintenance and Advancement Base Grantees – Grants, Deliverables, and Funding

• **Continued work on M & A Base Grant Objectives**: No application needed.

• **Mentorship Optional Add-On Grant (Mentee or Mentor)**: *Fixed Funding of $14,000 (Mentee) to $24,000 (Mentor with 5 Mentees)*

• **Training Optional Add-On Grant**: Funding for Retail Food Safety Trainings, Conferences, and Workshops: *Traditional Reimbursement of up to $7,500*

• **Special Projects Optional Add-On Grant**: *Traditional Reimbursement of up to $20,000*

• **Total Possible Additional Funding of $51,500**: Up to $24,000 as Fixed Funding based on deliverables met

• **Through three (3) separate Optional Add-On Grant applications.**
Advance Payments

• Still an option for all grant types and options
Application Tips for Each Funding Track

• **Track 1** - Show you understand the work required for Track 1 (completion of an SA9 and CSIP), and outline your future RPS goals

• **Track 2** – Describe plans for measurable progress with Standards 1-8; begin work on Standard 9; consider using the FDA Risk Factor Study model for Standard 9

• **Track 3** – Link Optional Add-On requests with meeting and exceeding your RPS goals

• **All Tracks**
  • Demonstrate progress with the Retail Program Standards
  • Link proposed progress with the past and future RPS goals outlined in your CSIP
  • Move the RPS needle: locally, regionally, statewide, nationwide
  • Explain how all the grants you have and are requesting will help meet RPS goals
We Do Understand the Challenges You Face

• Thank you for your hard work, successes, and even the failures you have learned from, since the beginning of this new funding program

• Thank you for your oh-so-important work during and post-pandemic; you are our heroes

• Helping you maximize your success, learning from your feedback, and minimizing your administrative burden keeps us joyful and motivated
In Summary – Track 1 Development Base Grant

Track 1 applicants can request up to $26,500 to:

• Support completion of a Self-Assessment of All Nine Standards AND Comprehensive Strategic Improvement Plan - $5,000 Fixed Funding
• Participate as a Mentee in the NACCHO-led Mentorship Program - $14,000 Fixed Funding
• Send up to two staff members to in-person SA VA Workshops – Up to $7,500 Traditional Reimbursement

All through a single application: Track 1 Development Base Grant
In Summary – Track 2 Development Base Grant

**Track 2 applicants** can request up to $31,500 to:

- Support for work on Standards 1-8 (Required Outcome) - $5,000 Fixed Funding
- Support for work on Standard 9 in pursuit of a Public Health Metric (Optional Outcome, but highly encouraged) - $5,000 Fixed Funding
- Participate as a Mentee in the NACCHO-led Mentorship Program - $14,000 Fixed Funding
- Support for Retail Food Safety Trainings, Conferences, and Workshops – Up to $7,500 Traditional Reimbursement

**Additionally**, Track 2 applicants can apply for:

- Up to $24,000 to be a Mentor (instead of choosing the Mentee Optional Add-On in the base grant), Traditional Reimbursement
- Up to $20,000 for a Special Projects Additional Add-On, Traditional Reimbursement

**Track 2 applicants can submit up to three applications**: Track 2 Development Base Grant, Mentorship (Mentor), and Special Projects
In Summary – Track 3 M & A Base Grantees

Current Track 3 Maintenance and Advancement Base grantees can apply for:

• Up to $7,500 for Retail Food Safety Trainings, Conferences, and Workshops
• $14,000 to be a Mentee OR $12,000 up to $24,000 to be a Mentor
• Up to $20,000 for a Special Projects Option Add-On Grant.

Current Track 3 Maintenance and Advancement Base grantees do not need to submit a base grant application for CY 2024, as this will be Grant Performance Year 3 of 3 for existing Grants

Please be prepared to expend all allocated funds for Project Year 2 during CY 2023, since CY 2024 is your final grant performance year

Track 3 applicants can submit up to three applications: Training, Mentorship (Mentor or Mentee), and Special Projects Optional Add-On Grants
Make Plans to Apply Today!

• The NEHA-FDA RFFM Grant Portal will be accepting applications for CY 2024 Awards from **August 16 through October 11, 2023**

• For more information, please contact the NEHA-FDA Retail Flexible Funding Model Grant Program Support Team
  - Email: retailgrants@neha.org
  - Toll-Free: 1-833-575-2404

• The full **CY 2024 Grant Guidance** will be posted to the NEHA Retail Grants website on/about August 7, 2023
Thank you!!

- SLTT Participants
- FDA: Retail Food Specialists, Project Officer, Joint Advisory Group, Leadership
- NACCHO, NEHA, Conference for Food Protection, Retail Collaborative, Other Partners

NEHA-FDA RFFM Grant Program Team

August 2023