**Form 2a: Supplemental Work Statement for NFIP Applications**

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| **Question 15B:** Only complete this item if proposing to provide NFIP program services as outlined in the Scope of Work.  In this section, please keep your answers concise and only describe concrete services and actions. |

Applicants may propose alone or in addition to other services to administer a Nutritious Food Incentive Program (NFIP) program. The program objective is to increase the purchasing power of SNAP recipients in the markets of their choice through partnership with grocery retailers. The contracted agency will be responsible for administering the program and issuing incentive reimbursement to participating grocery retailers for redemption of SNAP benefits. The contracted agency must already have in place:

* System for tracking incentives and processing reimbursements;
* Maintaining records to document operation of retail incentives;
* Branding strategy that includes justification and is informed by best practice;
* Solidified matching commitments from funders outside of the City of Austin;
* Implemented incentive program in at least 1 location with capacity to execute formal agreement or MOU within 30 days of contract execution and ability to implement program services within 45 days of contract execution; and
* Coordinated outreach and marketing strategies with other efforts, such as Double Up Food Bucks, community partners working with SNAP eligible households, and SNAP marketing efforts

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| **Program Goals and Objectives:** What are the goals and objectives of the program? Describe how your program defines success. |

Click or tap here to enter text.

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| **Program Clients Served:** Who does the program serve? Describe your target client population and how the Client Eligibility Requirements will be documented for the target client population. |

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| **Program Services and Delivery:** Describe the program strategy/strategies. Include description of program methods and activities. Provide enough detail so that the contract reviewer is able to have a comprehensive understanding of your services and how they are delivered to clients. |

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| **System for Collecting and Reporting Program Data:** Describe the system that the agency has in place to collect and report program data. |

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| **Performance Evaluation:** Describe how the agency will evaluate the program’s performance in achieving program goals. |

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| **Quality Improvement:** Describe the process for identifying problems or other issues in service delivery  designing activities to overcome these problems  and following up to ensure corrective actions have been effective. |

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| **Service Coordination with Other Agencies:** How does the agency coordinate with other agencies to refer and receive clients  to provide comprehensive services? |

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| **Service Collaboration with Other Agencies:** If the funded program is a collaborative  describe how the collaborative is structured and how clients will be receiving services from different members of the collaborative. Collaboration is defined here as a subgrantee relationship with another agency or agencies with the Applicant serving as the primary fiscal agent. If none  put N/A. |

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| **Community Planning Activities:** Describe your agency's involvement in community planning activities that are specific to the services provided under this program. |

Click or tap here to enter text.