



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

NEHA-FDA RFFM Grant Program Team

September 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.**



New for CY 2024 – Fixed Funding Options and Grants

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



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 is 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** has been posted to the NEHA Retail Grants website



Access the Grant Portal



National Environmental
Health Association

Thank you!!

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

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