

The following questions have been posed as of 12/5/2022 about the African American Food System Inequities RFP:

Q: Will it be possible to expand the program by providing more produce per household, if appropriate, rather than by engaging an additional pantry partner or additional households?

A: Yes, that form of program expansion may be acceptable. Please detail expansion plans in the proposal.

Q: Expanding the program over the contract period will mean increasing procurement amounts for the produce. Will more funds be available to do so?

A: If more funds become available through the Healthy Communities Office in future fiscal years, the contract may be amended to include those funds and provision of additional produce. Additional produce can be procured using other funding sources. Please indicate if your organization anticipates providing supplemental funds for this purpose.

Q: What was the budget for the program in its pilot phase?

A: On the following page is the approximate budget for Year 2 of the African American Food System Inequities Program's pilot phase (2022 growing season). It is assumed that additional program management and administrative expenses beyond what is reflected below will be included in proposals for the years 2023-2026. Bidders may use the below as a template for budgets to be included with their proposals. Proposal budgets are expected to include additional detail of staff expenses and other line items.

*African American Food System Inequities Program EXAMPLE BUDGET*

<u>Expense</u>	<u>Description</u>	<u>Amount</u>
<b>Coordinating Agency Program Management</b>	<ul style="list-style-type: none"> <li>* Coordinate procurement from local growers</li> <li>* Engage food pantry partners</li> <li>* Serve as contact between farmers and food pantries</li> <li>* Develop and agree upon menu with food pantries</li> <li>* Transport produce to pantries</li> <li>* Monitor program progress and spend-down</li> <li>* Collect feedback from farmers and food pantries to adjust programming</li> <li>* Communicate feedback to farmers for crop planning</li> <li>* Update HCO and AAAG Food Disparities group on progress, successes and challenges</li> <li>* Complete reporting and evaluation as required by HCO and American Rescue Plan</li> </ul>	\$2,000.00
<b>Subcontract: Food Pantry #1</b>	<ul style="list-style-type: none"> <li>* Identify and enlist 25 client households who do not meet income limits for SNAP benefits</li> <li>* Ensure African American household engagement in the program</li> <li>* Participate in collaborative development of recipes/menu</li> <li>* Procure additional items needed to complete the agreed upon recipes/menus from Rhode Island Community Food Bank or other sources</li> <li>* Assign staff to assemble food packages and oversee distribution to client households twice monthly through the growing season</li> <li>* When possible, engage participant households in knowledge exchange</li> <li>* Collect baseline and exit data about clients' self-reported experiences of "eating well" resulting from participation in the program</li> <li>* Collect client and staff feedback via surveys, focus groups or other methods to assist in program evaluation and improvement</li> </ul>	\$2,000.00
<b>Subcontract: Food Pantry #2</b>	See Food Pantry #1	\$2,000.00
<b>Produce Procurement</b>	10 distributions to 50 families @\$15/household per distribution	\$7,500.00
<b>Supplies</b>	Packaging, educational materials, supplemental program supplies, etc.	\$1,500.00
	<b>TOTAL</b>	<b>\$15,000.00</b>