



Office of General Services
Food Distribution

The Emergency Food Assistance Program
Reach and Resiliency Grant (TEFAP R&R) Round 2
Food Bank Briefing
January 05, 2023

Agenda – Background and How to Participate

- TEFAP Reach and Resiliency Grant Round 2
- Food Bank maximum amount
- Food Bank proposal
- Notifications of decisions on Food Bank proposal
- Approved Food Bank proposals
- Requesting reimbursement of allowable costs

Agenda – USDA Highlights For Your Proposal

- TEFAP current and expanded reach
- Stakeholders and partners
- Anticipated outcomes and monitoring process
- Key personnel
- Budget



Agenda – Submitting a Proposal

- Materials from OGS
- Your completed proposal
- Notifications of decisions on Food Bank proposal

Agenda – Questions and Answers

- Use the chat window to submit questions to the panel
- OGS will address questions at the end of the presentation
- Food Banks can also submit questions after the presentation to OGSDonatedFoods@ogs.ny.gov





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Background
and
How to Participate

TEFAP Reach and Resiliency Grant Round 2

- Expand TEFAP's reach into remote, rural, Tribal, and/or low-income areas that are underserved by the program
- New York letter of intent January 4, 2023
- New York will apply by March 6, 2023, for up to \$3,089,697
- Estimated performance period July 2023– June 2025



Food Bank Maximum Amount

- New York's application will be based on programs proposed by the Food Banks with which OGS has TEFAP agreements
- Of the \$3,089,697, New York will sub-allocate up to \$2,780,727 to the Food Banks based on the formula in the agreement with OGS, and retain 10% for administration and oversight



Food Bank Maximum Amount

Food Bank	Maximum
Food Bank for New York City	\$1,679,507
Regional Food Bank	\$284,081
Feedmore Western New York	\$200,930
Food Bank of Central New York	\$186,288
FoodLink	\$151,321
Long Island Cares	\$141,212
Feeding Westchester	\$73,661
Food Bank of the Southern Tier	\$63,727



Food Bank Letter of Intent

- Food Banks that wish to submit proposals for funding under the TEFAP R&R grant should email OGSDonatedFoods@ogs.ny.gov no later than January 6, 2023, expressing the intent to submit the proposal.
- For Food Banks that do not submit an email expressing intent to propose by the deadline, OGS will reallocate the Food Banks' allotment among the remaining Food Banks accordingly.
 - ✓ OGS will send the remaining Food Banks that expressed the intent to propose their revised maximum allowances on January 9, if applicable.



Food Bank Proposal

- Food Banks may submit proposals for up to their maximum amount
- OGS must receive proposals no later than
4:00 p.m. EST, January 27, 2023
- Email to OGSDonatedFoods@ogs.ny.gov
- New York will combine approved proposals into a single application to the USDA Food and Nutrition and Service

Notification of Decisions on Food Bank Proposals

- OGS will notify each Food Bank by March 6, 2023, of its decision to include or exclude the Food Bank's proposal in OGS's Application to USDA FNS and the Food Bank's maximum budget amount OGS proposed
- OGS will notify Food Banks about the USDA FNS decision to accept or reject OGS's Application within 1 week of receipt of the decision, anticipated in July 2023



Approved Food Bank Proposals

- OGS will be using the same Reimbursement form used in Round 1 for Round 2
- Food Banks must have a reliable method to capture costs associated with TEFAP Reach and Resiliency



Requesting Reimbursement of Allowable Costs

- Food Banks must request reimbursement of *actual costs incurred* no more frequently than monthly using the TEFAP Reach and Resiliency New York State Claim for Reimbursement form
- Food Banks may not modify their budget without prior written approval from OGS
 - ✓ OGS is required to obtain approval of budget modifications from USDA FNS before any modifications occur

**THE EMERGENCY FOOD ASSISTANCE PROGRAM REACH AND RESILIENCY GRANT
NEW YORK STATE CLAIM FOR REIMBURSEMENT**

Food Bank Name:	
SFS Vendor ID:	

Month:	
Year:	

The above organization requests reimbursement as follows:

Category	Current Costs Claimed	Cumulative Costs Claimed (including this month)	Total Approved Budget
Personnel and Fringe Benefits			
Travel			
Materials/Supplies			
Equipment			
Contractual/Consultant Services			
Other			
Total			

I certify (i) this claim is just, true and correct; (ii) the costs are necessary, reasonable and allowable under 2 CFR Part 200, Uniform Administrative Requirements; meet the criteria for the TEFAP Reach and Resiliency Grant; and were incurred pursuant to the OGS-approved proposal included as an amendment to the agreement between OGS and the organization; (iii) that no part thereof has been paid or will be paid, except as stated therein; and (iv) that the balance therein stated is actually due and owing. I agree to retain all supporting documentation for these costs for the balance of this State fiscal year and six additional full years thereafter; and will provide access to the documentation to OGS, the State Comptroller, the Attorney General, and any other person or entity authorized to conduct an examination.

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Signature of Food Bank Officer

Title

Date

Email completed claims to: OGSDonatedFoods@ogs.ny.gov



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**USDA FNS Highlights
For Your Proposal**

TEFAP Current and Expanded Reach

- Brief summary of planned Round 1 project activities and an update on implementation of those activities, indicating how the proposed Round 2 project plan will expand or complement Round 1 activities (if applicable)
 - ✓ If Round 1 grant funds were utilized to assess TEFAP reach within your service area, this update must include a brief description of any interim or final results of the Round 1 assessment
- Description of how and why you defined remote, rural, Tribal and/or low-income in the way you do



Stakeholders and Partners

- Specific plan on how the Food Bank will work and/or consult with Stakeholders to expand the Food Bank's TEFAP reach to the grant population
 - ✓ How stakeholder data informed the Food Bank's plan
- Describe any partnerships the Food Bank will engage in to carry out the plan, including monitoring and oversight



Anticipated Outcomes and Monitoring

- How the Food Bank will work and/or consult with Stakeholders to expand the Food Bank's TEFAP reach to the grant population
 - ✓ How stakeholder data informed the Food Bank's plan
- Describe any partnerships the Food Bank will engage in to carry out the plan, including monitoring and oversight
- Key indicators of progress/success
 - ✓ Timeline



Budget

- Budget should correlate to the specific plan and activities
- Categories of spending
 - ✓ Personnel
 - ✓ Travel
 - ✓ Equipment
 - ✓ Supplies
 - ✓ Contractual
- Detailed with justifications



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**USDA FNS Highlights
For Your Proposal**



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Submitting a Proposal

Materials from OGS

- On December 29, 2022, OGS provided Food Banks with:
 - ✓ Important dates
 - ✓ TEFAP R&R Round 2 food bank application template
- By January 9, 2023, OGS will update our website and send out:
 - ✓ Slide Deck from this webinar
 - ✓ Q&A from this webinar
- OGS will be using the same template that the food banks are using to consolidate proposals into a single application for TEFAP Reach and Resiliency Grant funds



Send Completed Proposal - Reminder

- OGS must receive complete proposals no later than 4:00 p.m. EST, January 27, 2023
 - Email to OGSDonatedFoods@ogs.ny.gov
 - OGS will send you an email acknowledging receipt
- OGS will not accept proposals that are incomplete or late
- Food Banks may submit proposals before the deadline to request a completeness review, but must allow ample time for OGS review and for Food Banks to correct deficiencies
- OGS may raise questions to Food Banks after the deadline to clarify responses

Notification of Decisions on Food Bank Proposals

- OGS will notify each Food Bank by March 6, 2022, of its decision to include or exclude the Food Bank's proposal in OGS's Application to USDA FNS and the Food Bank's maximum budget amount OGS proposed
- OGS will notify Food Banks about the USDA FNS decision to accept or reject OGS's Application within 1 week of receipt of the decision



Summary

- Background and how to participate
- USDA highlights for your proposal
- Submitting your proposal



Questions and Answers