



**National Farm to School Network 2017-2019 Core Partners
Request for Applications – Frequently Asked Questions**
Updated Jan. 12, 2017

Eligibility

I'm new to NFSN but am interested in applying. Where do I start?

We encourage you to start by reaching out to existing farm to school and ECE stakeholders in your state who that have been doing farm to school and might be applying. For example, [see who has been serving as the State Lead up to this point](#), and contact that person.

The eligibility criteria state “Applicants must be organized and operated as an IRS-designated 501(c)(3) nonprofit or organized for charitable purposes in the U.S. or abroad.” Does this include my organization/agency?

This includes nonprofits, state agencies, and universities. If you need further clarification on if you are an eligible entity, please email us at rfa@farmtoschool.org.

Can two organizations partner on an application?

Partnerships are encouraged, however, there can only be one applicant organization who will serve as Core Partner. Additional partners for the scope of work should be listed as Supporting Partners (minimum 1, maximum 4).

Can state agencies apply as the Core Partner?

Yes. State agencies are eligible Core Partners and Supporting Partners.

Can my organization apply if we do not work on both K-12 and ECE?

Farm to school is inclusive of K-12 and ECE settings (ages 0-5). The ideal application will including a Core Partner and Supporting Partner(s) that collectively serve both ECE and K-12. Reach out to potential partners to build a strong application if you operate only in one of these settings.

Use of Funds

Are there limits on indirect costs?

Indirect costs for the Core Partner agreements will be limited to 10% total direct costs and will be stipulated in the award letter.

Can unrecovered Facilities and Administrative costs (F&A costs) be used as match?

No.



Can match funds come from the Core Partner or Supporting Partner(s)?

Yes. Match funds can come from either.

Can federal funds be used as a match?

Yes, federal funds can be used as a match.

Can Level 2 grants funding be redistributed to schools?

If your state/D.C./U.S. Territory is selected for a Level 2 grant, the funding will be provided to the Core Partner, who can decide on how to allocate funding to other partners, schools, or any entities as required to complete the scope of work. NFSN will only award funds to the Core Partner, and it is up to the Core Partner to make any reallocations.

Am I required to submit a line item budget with my application?

No, line item budgets are not required. In question 8 of the application, simply state how you plan to use the funds towards the scope of work.

Awards

Are the funding amounts (\$4,000 for Level 1 and up to \$12,000 for Level 2) for all three years?

Yes. These amounts span the time period of 2017-2019 outlined in the RFA.

Am I a high-need (Level 2) state?

High-need states will be determined through the RFA review process and are not predetermined by NFSN for purposes of selecting Level 2 partners. The “Relevant Farm to School and ECE Indicators” map on page 2 of the RFA provides a simple representation of the top/bottom 20 states for the selected indicators. This map does not represent eligible Level 2 states. Final determinations about Level 2 grantees will be made after all applications have been reviewed.

Can the funds be shared amongst more than one organization?

Yes, Core Partners may share funding with Supporting Partner(s); however, NFSN will issue funds to the selected Core Partner only (applicant) and cannot divide grant payments amongst more than one recipient per state/D.C./U.S. Territory. If Core Partner decides to share the funds, they must provide funds to Supporting Partner(s) directly.

What if I am applying but do not need the funding?

If the Core Partner applicant does not require financial support for grant activities, they may pass on funds directly to Supporting Partners for grant activities. Core Partner applicants may also opt-out of financial support for the state/D.C./U.S. Territory entirely, in which case funds will be reallocated for Level 2 grantees. Applicants must indicate how they intend to use funding in question 8 of the application, including requests to opt-out of funds entirely or pass on funds to a Supporting Partner.

Core Partner Benefits and Responsibilities

What are the responsibilities of the Supporting Partner?

To contribute to the scope of work as outlined in the RFA. The role and involvement for Supporting Partners will vary based on the capacity of the Core Partner.

What will reporting for Core Partners look like?

We anticipate using an online reporting system to document progress towards the scope of work.

Are there no more NFSN “co-leads”?

NFSN is no longer using the terms “state lead” and “co-lead.” Organizations and agencies can apply to serve as a Core Partner with a minimum of 1, maximum of 4 Supporting Partners. The organization identified as the Core Partner is the main point of contact for NFSN and responsible for coordinating with Supporting Partner(s). Both Core Partners and Supporting Partners will be listed on the NFSN website.

Where does policy advocacy and lobbying fit into the role of Core Partners?

Policy advocacy is a core function of NFSN, and there will be opportunities for Core Partners and Supporting Partners to participate in educational and awareness building efforts with policy makers (which do not constitute lobbying) as well as direct lobbying activities. There is no requirement for lobbying within the Core Partner grants. We encourage applicants to be ready for participating in NFSN policy advocacy and lobbying activities, either through the applicant organization (Core Partner) or through Supporting Partner(s).

When and where will the NFSN 2017 Annual Meeting be held?

It will be held the first week of May (May 1-5) for 1.5 to 2 days. The exact dates and location will be announced shortly and this FAQ will be updated accordingly. As stated in the RFA, all selected Core Partners are required to attend the meeting. Up to one Supporting Partner per state/D.C./U.S. Territory may also attend, though this is not required.



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Will additional funding be providing to travel to Annual Meetings?

No. The funds provided for Level 1 and Level 2 grants include travel to the Annual Meetings.

Prior to 2017, how many Core Partners were from state agencies versus from nonprofits?

As of 2016, roughly half of State Leads were housed in state agencies and another half in nonprofits, with a few in University Extension. NFSN does not have a preference and defers to the state on which entity is the best fit for the Core Partner role.