

American Rescue Plan (ARPA) Food Support Grant
 MN Department of Human Services, Office of Economic Opportunity (MN DHS OEO)
 and Hunger Solutions Minnesota (HSM)

Frequently Asked Questions
Posted March 25, 2022

Food Shelf and Onsite Meal Programs - Frequently Asked Questions

- **Question:** How should a food shelf agency provide their budget on the [online application](#) (question 6)?

Answer: Please include the \$12,000 base funding only when completing the online application. The additional allocations are based on number of applicants and total service statistics and therefore cannot be calculated until after all agencies have applied. DHS OEO will calculate any additional allocations you are eligible for and notify you via email of your total award amount in a second step where you will approve your grant amount. You will then be asked to provide a budget of additional funds on your final report. Please see **EXAMPLE** application budget below:

6. Budget describing request amount up to the minimum amount grant (\$12,000 for food shelves and \$5,000 for on-site meal program). Any additional funds above this amount must be spent in the allowable budget categories below. Please check all that apply and provide your best estimate of how much ARPA Food Support Grant funding will be used in each category. All applicants will be required to tie grant costs to COVID impact on your agency. Allowable expenses include: *

Please provide an estimate of how you will use the minimum base funding of \$12,000 in this budget.

	Projected \$ amount
Food purchases, including cultural connected food purchases to meet Minnesotans diverse needs	\$8,000
Personnel	\$1,000
Space and Rental	
Utilities	
Equipment	\$2,000
Transportation	
PPE, hygiene supplies, cleaning and disinfecting to promote effective public health and COVID-mitigation strategies	\$1,000
Technology to facilitate no-contact or low-contact food distribution	
Training and technical assistance to support evolving food distribution models and effective outreach strategies for COVID safety and long-term public health approaches	
Total base funding	→ \$12,000

- **Question: What are the TEFAP requirements for this grant?**

Answer: Applicants of the ARPA grant must be registered TEFAP providers with Hunger Solutions MN. Food shelves will be eligible to receive additional funding allocations in addition to the base funding. New agencies to the TEFAP program without service statistics on file will be eligible for base funding only.

- **Question: Our Community Action Program (CAP) operates more than one food shelf location. Should we apply separately for each food shelf site?**

Answer: Yes. Community Action Programs, please apply separately for each food shelf site your agency operates. We're mirroring this grant process to the MFSP grant.

- **Question: Our organization operates only mobile distribution programs and we operate multiple of them. What type of ARPA grant are we eligible for?**

Answer: Mobile distribution programs are eligible to apply for the Food Shelf grant of \$12,000 **plus** additional allocations based on service statistics. Each organization can apply for one food shelf grant, regardless of how many mobile or food shelf programs they operate. However, service statistics are combined which will increase the overall amount of the grant the organization receives.

- **Question: Our umbrella organization has a food shelf, two mobile distribution programs, and two onsite meal programs. How many grants are we eligible for?**

Answer: For this specific example, this organization is eligible to apply for:

- **1 food shelf grant:** This grant would include the \$12,000 base funding **plus** additional funding based on service stats from their food shelf and two mobile programs combined.
- **1 onsite meal program grant:** They would also be eligible for one meal program grant of \$5,000. Each organization with an onsite program receiving TEFAP is eligible for 1 onsite meal program grant, regardless of how many on-site meal programs the agency has.

- **Question: What if we apply and indicate in our budget that we will use the funding to purchase food, but then change our minds and want to buy a freezer?**

Answer: That's ok! We understand that things happen and plans change. If you make a change to your budget, please send an email to Courteney Courteney.roessler@state.mn.us or Amy amy.doyle@state.mn.us at DHS OEO any time during the grant year so we can track budget changes. The only rule that cannot change is that all funds must be spent on allowable expenses only (refer to allowable expense list).

- **Question: We serve a small number of families each month. I don't think we can spend \$12,000 before the grant closes. Should we still apply?**

Answer: Yes! We encourage you to apply! Don't miss out on this grant opportunity. We have a team of people that can help your agency think about ways to use this grant money in ways that help your community and support your organization's financial health long term. Reach out to your regional food bank Agency Relations rep, staff members at the [Foundation for Essential Needs \(FFEN\)](#), DHS OEO staff,

and/or [HSM](#) staff, all of whom can direct you to free consulting support, before this grant application closes on April 1st, 2022.

- **Question: What does it mean to be “monitored” for the ARPA Grant?**

Answer: DHS OEO will randomly select 10% of grantees to monitor. If your agency is among those selected, you will be contacted via email. You will be asked to attend a meeting with OEO staff and we will request to see receipts of purchases. For this reason, **we require all grantees to save all receipts of purchases made with ARPA funding.**

Tribal Nations and American Indian Non-Profit Organizations - Frequently Asked Questions

- **Question: My Tribal Nation also operates a food shelf that receives TEFAP food. What ARPA grants are we eligible to apply for?**

Answer: Tribal Nations are eligible to receive:

- **1 Tribal Nations grant** with base funding of \$250,000 **plus** additional funding based on population size. Please note that American Indian non-profit organizations are eligible for the base funding of \$250,000 only.
- If a Tribal Nation or American Indian non-profit organization also has a TEFAP food shelf in its territory operated by the Tribal government or within its organization, they are also eligible to apply for **1 Food Shelf ARPA grant** of \$12,000 base funding **plus** additional allocations based on service statistics.

For additional questions, please email:

- **Courteney Roessler**, courteney.roessler@state.mn.us
- **Amy Doyle**, amy.doyle@state.mn.us

Thank you!