



REQUEST FOR APPLICATIONS

Special Supplemental Nutrition Program for Women, Infants, and Children Workforce – Implementation Projects

FUNDING YEAR: Fiscal Year (FY) 2024

APPLICATION DEADLINE: July 1, 2024

ANTICIPATED PROGRAM FUNDING: \$19,365,790

AVERAGE INDIVIDUAL AWARD RANGE: \$150,000 - \$5,000,000

FUNDING OPPORTUNITY NUMBER: USDA-NIFA-WICWD-010853

ASSISTANCE LISTING NUMBER: 10.244

INITIAL ANNOUNCEMENT
 National Institute of Food and Agriculture
 United States Department of Agriculture

Assistance Listing Number (ALN): The Special Supplemental Nutrition Program for Women, Infants, and Children Workforce - Implementation Projects is listed in the Assistance Listings under number 10.244.

Table 1: Key Dates and Deadlines

| Task Description | Deadline |
|-----------------------------|---|
| Application: | 5:00 P.M. Eastern Time, July 1, 2024 [Ref to Part I, C of this RFA] |
| Letter of Intent: | Not Applicable |
| Applicants Comments: | Within six months from the issuance of this notice (NIFA may not consider comments received after the sixth month) |

Advancing Diversity, Equity, Inclusion, and Accessibility (DEIA). The National Institute of Food and Agriculture (NIFA) recognizes research, education, and extension efforts will have the greatest impacts when programs are grounded in DEIA. NIFA is committed to enhancing diversity, equity, inclusion, and accessibility of programs and encourages individuals, institutions, and organizations from underserved communities to apply to funding opportunities as lead, co-lead, or subaward recipient(s), and to engage as leaders in the peer panel review process to support the development of strong networks and collaborations. NIFA encourages applications that engage diverse communities and have broad impacts through research, education, extension, and integrated activities to address current and future challenges.

Stakeholder Input. NIFA seeks comments on all Request for Applications (RFA) so it can deliver programs efficiently, effectively, with integrity, and with a focus on customer service. NIFA considers comments to the extent possible when developing RFAs, and uses comments to help meet the requirements of Section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 ([7 U.S.C. 7613\(c\)\(2\)](#)). Applicants may submit written comments to Policy@usda.gov. Please use the following subject line: Response to the WIC Workforce Implementation Projects RFA.

EXECUTIVE SUMMARY

This notice identifies the objectives for the Special Supplemental Nutrition Program for Women, Infants, and Children Workforce - Implementation Projects Cooperative Agreements, including project types, deadlines, funding information, eligibility criteria for projects and applicants, and application forms and associated instructions.

The U.S. Department of Agriculture (USDA) National Institute of Food and Agriculture (NIFA) requests new applications for the Women, Infants, and Children Workforce Implementation Projects Cooperative Agreements. The amount available in FY2024 is approximately \$19,365,790.

The Special Supplemental Nutrition Program for Women, Infants, and Children, hereafter referred to as WIC, is administered by the USDA's Food and Nutrition Service (FNS) and serves to safeguard the health of eligible women who are pregnant, postpartum, and/or breastfeeding, infants, and children up to age 5 who are at nutritional risk. WIC provides nutritious foods, information on healthy eating including breastfeeding promotion and support, and referrals to health care.

WIC Workforce Implementation Projects will align with the [National WIC Workforce Strategy](#) including approaches that will increase the diversity and cultural competency of the WIC workforce and address barriers to recruitment and retention of WIC Staff. Each WIC Workforce Implementation Project will be expected to coordinate with the [WIC Workforce Evaluation and Technical Assistance Center](#) and develop outreach plans for engaging with WIC State and local agencies, Indian Tribal Organizations (ITOs) and territories, Tribal Colleges and Universities, and Minority Serving Institutes (MSIs) and/or underserved communities. Engagement and outreach plans should incorporate activities and outcomes (e.g., Traditional Ecological Knowledge) that support the Strategy and result in a more diverse WIC workforce that provides high quality, culturally responsive care in a variety of different settings.

Implementation projects must respond to and implement components of the National WIC Workforce Strategy, assess and address regional and national priorities, and target critical workforce needs. After award, each WIC Workforce Implementation Project will work with the WIC WD ETA Center to develop an evaluation and reporting plan and metrics based on the National WIC Workforce Strategy to ensure engagement, alignment, and appropriate aggregation and reporting of data, and to engage in ongoing consultation with FNS and NIFA. Project implementors may also be asked to serve on a National WIC Workforce Advisory Workgroup to enhance sustainability of the National WIC Workforce Strategy implementation.

This work will be one component of the WIC outreach, innovation, and program modernization work authorized by the American Rescue Plan Act of 2021 (ARPA, P.L. 117-2,). The WIC Evaluation and Technical Assistance Center will also participate in the overall ARPA WIC modernization evaluation led by FNS. Thus, each WIC Workforce Implementation Project, in cooperation with the WIC WD ETA Center, will participate in the overall ARPA WIC modernization evaluation led by FNS.

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PART I. FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority

[The American Rescue Plan Act of 2021 \(ARPA, P.L. 117-2\)](#) provided USDA with \$390,000,000 to carry out WIC outreach, innovation, and program modernization efforts to increase participation and benefit redemption. One aspect of WIC modernization is developing a diverse workforce that provides culturally responsive care to participants and addresses barriers to recruitment and retention of WIC staff. The WIC Workforce Implementation Project Cooperative Agreements will be supported through an Inter-Agency Agreement between FNS and NIFA using ARPA funds.

B. Purpose and Priorities

The WIC Workforce Strategy (ALN 10.244) is part of a joint agency initiative between FNS and NIFA that is expected to cultivate comprehensive and sustained solutions for WIC workforce development and support. The joint agency initiative aims to strengthen the diversity and cultural competency and addresses barriers to recruitment and retention of the WIC workforce, with the ultimate goals of increasing:

1. WIC participation through reaching those populations that are eligible, but not enrolled; and
2. WIC participants' use of benefits and services, including nutrition education and breastfeeding support.

ARPA provided FNS with \$390,000,000 to carry out WIC outreach, innovation, and program modernization efforts to increase participation and benefit redemption. To determine how it would invest these funds, FNS conducted more than 30 listening sessions with WIC stakeholders from around the country. FNS used this input, along with research gathered from the US Digital Service (USDS), to establish a goal-driven investment framework to increase WIC participation and retention and reduce participation and retention disparities in program delivery.

One of the pillars of the WIC modernization investment framework focuses on developing and supporting the WIC workforce. For decades, WIC clinics have strived to meet the comprehensive set of needs of their community while providing culturally responsive care. During listening sessions, stakeholders conveyed that increasing diversity and cultural competency in the WIC workforce could potentially increase WIC participation and retention, particularly among historically underrepresented communities. Indeed recruiting, training, and retaining a WIC workforce that is representative of the WIC population is a promising approach to maximizing WIC's full potential to support healthy development of infants and children, pregnancies, as well as postpartum recovery.

Stakeholders voiced support for workforce initiatives such as developing educational and career pipelines for WIC staff, providing resources and training to support improved cultural competency, and strategically addressing concerns around staff retention. Given the feedback received on this topic, FNS invested a portion of the ARPA funds into a collaborative effort that will support the WIC workforce. An important first step that FNS and NIFA took was to conduct formative research and develop a comprehensive [National WIC Workforce Strategy](#) ('the Strategy'). This RFA and the [WIC Workforce Evaluation and Technical Assistance Center RFA](#)

directly support the Strategy. Projects implemented under these RFAs may also serve as a workforce model for the broader nutrition education workforce at local, state agency, and federal levels.

The WIC Workforce Implementation Projects will implement priority areas established in [National WIC Workforce Strategy](#) to support the current and future WIC workforce. The Strategy highlights key needs across objectives that will result in:

1. A WIC program that is innovative in meeting the changing needs of families
2. A supported WIC Workforce
3. The ability to hire and retain the best talent.
4. Improved reach to populations that are eligible for WIC, but not yet enrolled.
5. Enhanced likelihood that WIC participants adopt nutrition education and breastfeeding support recommendations.

Additional projects developed to implement components of the Strategy must be developed with input from USDA, the advisory committee, and direct input from WIC State and local agency stakeholders through human-centered design and similar approaches, to ensure that all projects are realistic and feasible in WIC.

The WIC Workforce Implementation Projects will leverage existing systems and relationships to build local, state, federal, territorial, and Tribal capacity for WIC workforce development and do so in a manner that builds sustainability beyond the availability of ARPA funds. The WIC Workforce Implementation Projects are expected to engage with the respective WIC State and local agencies and aim to implement strategies consistent with the Strategy.

The WIC Workforce Evaluation and Technical Assistance Center will work with each implementation project grantee to develop an evaluation and reporting plan and metrics based on the Strategy and engage in ongoing consultation with FNS and NIFA. Additionally, the WIC Evaluation and Technical Assistance Center and WIC Workforce Implementation Projects will also participate in the overall ARPA WIC modernization evaluation led by FNS.

The Cooperative Agreement will be between NIFA and the Grantees. NIFA and FNS will provide additional context, content, and contacts, as needed, along with agency liaisons to address questions and help inform the process. NIFA will assign a National Program Leader (NPL) with appropriate expertise to monitor the project, make recommendations concerning planning and procedures to be followed and ensure that objectives are fulfilled. The NPL will work closely with the Grantees to facilitate communication with FNS, and others involved in the project including through regular virtual meetings. The NPL will also facilitate communication between the Grantees for the projects and those involved in other parts of the joint agency initiative to facilitate synergy in accomplishing the goals of the joint agency initiative. NIFA and FNS will be directly involved in reviewing all project plans to ensure that projects meet WIC's needs. FNS must review in advance all surveys, questionnaires, or other research instruments that will be sent to WIC State and local agencies in advance. FNS will also review all resources developed by the Grantees and provide guidance and technical assistance as needed. All requests for information from WIC State and local agencies are subject to FNS review and approval and

must include sufficient lead times for State and local agency response, to be provided by FNS. Additional details will be noted in the Cooperative Agreement, once finalized. FNS must review at least two drafts and final deliverables for all materials that will be disseminated to State and local agencies and all materials that will be posted/made available publicly. This includes, but is not limited to, any presentation materials, website content, training and technical assistance resources, and deliverables in narrative/report form, including annual and final reports.

The WIC Workforce Implementation Projects are aligned with the following:

[USDA Strategic Plan FY 2022-2026](#) goals:

1. Strategic Goal 4: Make Safe, Nutritious Food Available to All Americans
2. Strategic Goal 6: Attract, Inspire, and Retain an Engaged and Motivated Workforce that's Proud to Represent USDA

[USDA Science and Research Strategy, 2023–2026](#) priorities:

1. Priority 3: Bolstering Nutrition Security and Health
2. Priority 5: Translating Research into Action

For a program informational webinar please visit the [NIFA calendar](#) for dates, event registration, and link. If you need a reasonable accommodation to participate in any of the informational webinars listed, please contact the event host listed no later than 10 days prior to the event.

C. Program Area Description

NIFA is soliciting applications for the WIC Workforce Implementation Projects under the following program areas:

1. Documentation of Staffing Models and Recommendations
2. Nutrition Paraprofessional Projects for WIC
3. Scholarship/Funding Program(s) to Support Training/Credentialing of WIC Staff
4. Development of Training Materials (and piloting in later years of the Cooperative Agreement)
5. Development of Training Model and Potential Pilot
6. Novel Projects

As appropriate, The WIC Workforce Implementation Projects must align with the five recommendations outlined in the five-year [National WIC Workforce Strategy](#) developed to shape investments in supporting the current and future WIC workforce, support specific needs outlined by USDA, and support the overall goals of ARPA-funded WIC modernization.

1. **Recommendation 1:** Conduct a formalized WIC job study and market analysis
2. **Recommendation 2:** Develop long-term learning opportunities for frontline staff, supervisors, and managers
3. **Recommendation 3:** Develop continuous and systematic ways to understand the WIC workforce perspective on core workforce engagement issues
4. **Recommendation 4:** Study and explore how policies and procedures affect quality WIC services delivered to diverse families

The WIC Workforce Implementation Projects must work collaboratively with the Evaluation and Technical Assistance Center and the Advisory Committee. Projects are also expected to engage with the WIC State and local agencies and aim to develop inter-agency partnerships as appropriate. Projects must:

1. Be consistent with all applicable WIC regulations, policy and guidance (to include any waivers that are currently held by state agencies, e.g., waivers that allow for virtual services and remote issuance of WIC EBT benefits).
2. Begin with processes to ensure initial and continuous feedback from key stakeholders, especially users, are included,
3. Identify similar existing programs and determine which best practices and lessons learned should be incorporated into the specific project, following award and project approval.
4. WIC-specific projects must be incorporated into formative research. Formative research may also include similar programs that are applicable to the project but not currently being implemented in WIC, including but not limited to existing programs focused on other USDA nutrition assistance programs and other public health programs related to maternal and child health.
5. Include any specific existing programs that the grantee plans to include in formative research. FNS may also require specific known existing WIC state and/or local programs to be incorporated into formative research, as appropriate.
6. Deliver all documents in Plain Language in accordance with principles and guidelines outlined at PlainLanguage.gov.
7. Deliver products and resources throughout the life of the grant, as possible, rather than all at the end of the project.
8. All deliverables and dissemination plans, also subject to FNS review, must meet FNS needs to directly disseminate key deliverables and recommendations, as appropriate, directly to WIC State and local agencies.
 - a. FNS expects dissemination to include both written materials and other types of training and technical assistance, as appropriate.
 - b. FNS expects deliverables to include items that provide clear and preferably ongoing value (i.e., releases periodically throughout the grant rather than all at the end) to WIC such as toolkits, manuals, best practices, and other resources.

Projects must directly benefit WIC State and local agencies; however, they may also partner with other nutrition program systems, such as Cooperative Extension, Expanded Food and Nutrition Education Program (EFNEP), and/or Supplemental Nutrition Assistance Program Education (SNAP-Ed) to build local Tribal, and state capacity for WIC workforce development and do so in a manner that builds sustainability beyond the ARPA funding period.

USDA’s Needs for WIC Workforce Implementation Projects

Table 2: Documentation of Staffing Models and Recommendations

| Title | Description |
|---------------------------------|--|
| Program Code: | WWSM |
| Program Code Name: | Documentation of Staffing Models and Recommendations |
| ALN: | 10.244 |
| Grant Type: | Cooperative Agreement |
| Application Deadline | July 1, 2024 |
| Grant Duration: | Up to 48 Months |
| Anticipated # of Awards: | 1 |
| Maximum Award Amount: | \$5,000,000 |

Documentation of Staffing Models and Recommendations

- A. One or more implementation projects shall research and document both State and local staffing models across WIC and similar public health or nutrition assistance programs. This research must assess, at a minimum, all the following:
1. Authority to make changes to position descriptions, job titles, pay and benefits at the state and local levels, by the WIC State and/or local agencies or other state and local entities.
 2. The steps on how WIC State and local agencies make these staffing changes while receiving the support of their current and future staff.
 3. How Competent Professional Authorities (CPAs) are defined and utilized in different State agency models.
 4. Pay and benefits by position, across staffing models.
 5. Demographics of WIC staff relative to the communities they serve.
 6. Similarities and differences across rural, urban, and tribal communities.
 7. Use of contracted staff.
 8. Use of remote staff.
- B. Projects proposed under this scope must research and conduct a job study that explores work that must be performed at every layer of WIC deliver (State and local agencies) to identify specialized/key roles and explore/recommend consistent job titles that could be used in FNS guidance and adopted by State and local agencies.
- C. In addition, once the job study is complete, the project must conduct a compensation analysis to determine the market value of different WIC specialized/key roles.
- D. The research must address what is effective and what is not effective across staffing models currently being implemented in WIC in terms of key elements of the strategy.
1. The proposal must include how effectiveness will be determined, including but not limited to competitiveness of pay/benefits within the same geographic region, cost to operate within the same geographic region, efficiency of workflows, staff satisfaction and how well participants’ needs are met. and how well staffing models meet participants’ needs.

- E. The research must include a set of recommended staffing models, along with considerations for improving/changing existing staffing models in terms of key elements of the strategy.

Projects proposed under this scope must include products (e.g., toolkits, how to videos, webinars) to assist WIC State and local agencies to assess their current staffing models against the new staffing models and make decisions about potential changes. These products must be appropriately disseminated to all WIC State and local agencies.

Table 3: Nutrition Paraprofessional Projects for WIC

| Title | Description |
|---------------------------------|---|
| Program Code: | WWNP |
| Program Code Name: | Nutrition Paraprofessional Projects for WIC |
| ALN: | 10.244 |
| Grant Type: | Cooperative Agreement |
| Application Deadline | July 1, 2024 |
| Grant Duration: | Up to 60 Months |
| Anticipated # of Awards: | 3 |
| Maximum Award Amount: | \$150,000-1,000,000 |

Nutrition Paraprofessional Projects for WIC

- A. One or more implementation projects must research and document current “paraprofessional” staffing models across WIC. Projects must consider research findings on staff members considered paraprofessionals and recommend a new title for these staff (see letter I below).
- B. Projects must develop and pilot paraprofessional projects to support nutrition services in WIC that are aimed at supporting staff without nutrition, public health, social work, nursing, or related degrees to get the necessary training to provide nutrition services to low-risk WIC participants.
- C. Projects must reflect established best practices for developing and implementing paraprofessional projects for similar audiences in terms of demographics and subject matter, including but not limited to paraprofessional training programs for other USDA nutrition assistance programs and other public health programs related to maternal and child health.
- D. Projects must develop competency based training and continuing education opportunities appropriate to assigned duties/roles within WIC, within an appropriate scope of practice and consistent with WIC regulations and policy (and applicable waivers).
 - 1. The scope and content of paraprofessional projects must be consistent with current WIC Nutrition Services Standards and Value Enhanced Nutrition Assessment (VENA) guidance, and/or make recommendations based on findings.
 - 2. FNS is most interested in paraprofessional models that train paraprofessionals to perform CPA duties for low-risk individuals and to screen and refer high-risk individuals for appropriate support.

- E. Projects must have the ability to be scalable to multiple States and/or local agencies. Although proposals may be tailored to one specific geographic area or local agency, the project must be developed with the potential for scalability later.
- F. Projects must be tailored culturally as appropriate. Projects may be developed to focus on specific cultural groups that would have the potential to be implemented broadly (across multiple state agencies or regions), to fulfill WIC’s vision of moving toward a workforce that is hired from and representative of the community served.
- G. FNS is particularly interested in models designed to operate in areas where recruitment of Registered Dietitian Nutritionists (RDNs) and other credentialed practitioners is particularly challenging, especially rural and remote areas and tribal communities.
- H. Paraprofessional projects must include the following at a minimum:
 - 1. Training and supporting resources for prospective paraprofessionals.
 - 2. Training and supporting resources for staff managing paraprofessionals, clinics, WIC local agencies, and WIC State agencies.
 - 3. Evaluation of project effectiveness.
- I. The term “paraprofessional” is currently used inconsistently across WIC State and local agencies. Staff who provide nutrition education and breastfeeding promotion and support, but are not registered dietitians (RDs), are often called paraprofessionals no matter what degrees they hold. USDA expects that job analysis projects centered on the WIC workforce will inform appropriate qualifications for paraprofessionals, but would like applicants to be aware of the multiple interpretations while assessing current programs and models.

Table 4: Scholarship/Funding Program(s) to support Training/Credentialing of WIC Staff

| Title | Description |
|---------------------------------|---|
| Program Code: | WWSP |
| Program Code Name: | Scholarship/Funding Program(s) to support Training/Credentialing of WIC Staff |
| ALN: | 10.244 |
| Grant Type: | Cooperative Agreement |
| Application Deadline | July 1, 2024 |
| Grant Duration: | Up to 60 Months |
| Anticipated # of Awards: | 1 |
| Maximum Award Amount: | \$2,000,000 |

Scholarship/Funding Program(s) to support Training/Credentialing of WIC Staff

- A. One implementation project shall research and document scholarship/funding programs that currently prepare students for prospective WIC careers. This research must assess, at a minimum, all the following:
 - 1. Current scholarship/funding programs targeting Black, Indigenous, and People of Color (BIPOC) students.
 - 2. Areas of study – including but not limited to nutrition, public health, maternal and child health, nursing, social work, and other majors that would prepare individuals to work in WIC.

3. Programs that currently prepare students for nutrition, maternal and child health, or other public health careers that lead to guaranteed term-employment (to pay back for funding education/training).
 4. Demographics across programs described above to determine which proportion of scholarships/funding go to BIPOC students, and whether any programs described above only target BIPOC students.
 5. Existing WIC, maternal and child health, and/or public health dietetic internships at the State and local level and employment/retention rates.
 6. Availability of 2-year degree programs that would provide specialized skills to perform WIC duties, including but not limited to Dietetic Technician Registered (DTR) programs and programs more likely to be available in rural, Tribal, and other underserved communities.
- B. The research shall include both of the following types of programs: (1) programs to support undergraduate students prior to entering a career path and (2) programs that support continuing education for those already working in WIC to advance their careers, with priority on the latter.
 - C. The research must address what is effective and what is not effective across scholarship/funding programs currently being implemented to target BIPOC students, including programs currently in existence that have been developed by State and/or local WIC agencies.
 - D. Project should propose recommendations for establishing a scholarship/funding program to support WIC training/credential that target BIPOC students.
 - E. Projects proposed under this scope must include dissemination of findings and recommendations to WIC State and local agencies nationwide, including sustainable models.
 - F. Projects could propose and establish a pilot scholarship/funding opportunity based on the results of the research needs described above, to be completed under the same Cooperative Agreement.

Table 5: Development of Training Materials

| | Title | Description |
|---------------------------------|-----------------------------------|-------------|
| Program Code: | WWTM | |
| Program Code Name: | Development of Training Materials | |
| ALN: | 10.244 | |
| Grant Type: | Cooperative Agreement | |
| Application Deadline | July 1, 2024 | |
| Grant Duration: | Up to 60 Months | |
| Anticipated # of Awards: | 1 | |
| Maximum Award Amount: | \$3,000,0000 | |

Development of Training Materials

- A. One projects must focus on development of training materials aligned with recommendations in the Strategy.

- B. Implementation project(s) must include an inventory and review of existing training materials available on specific topics, prior to development of new materials.
- C. All training materials must be developed and piloted based on human-centered design principles with current WIC State and local agency staff.
- D. Training related to nutrition assessment and counseling must complement or improve upon USDA’s current VENA guidance and training and any other applicable USDA policy and guidance.
- E. Training should be developed so that it could be included in FNS’s current or future training platforms, as well as State agency learning platforms.

Table 6: Development of Training Model and Potential Pilot

| Title | Description |
|---------------------------------|---|
| Program Code: | WWTP |
| Program Code Name: | Development of Training Model and Potential Pilot |
| ALN: | 10.244 |
| Grant Type: | Cooperative Agreement |
| Application Deadline | July 1, 2024 |
| Grant Duration: | Up to 60 Months |
| Anticipated # of Awards: | 1 |
| Maximum Award Amount: | \$5,000,000 |

Development of Training Model and Potential Pilot

- A. One implementation project must focus on developing and piloting a training model based on the recommendation 2 in the Strategy.
- B. The model must be developed based on human-centered design principles with current WIC State and local agency staff.
- C. Peer coaching and/or mentoring is encouraged as part of the model.
- D. The model must be replicable and transferrable.
- E. Piloting in the later years of the project timeline is encouraged

Table 7: Novel Proposals

| Title | Description |
|---------------------------------|-----------------------|
| Program Code: | WWNV |
| Program Code Name: | Novel Proposals |
| ALN: | 10.244 |
| Grant Type: | Cooperative Agreement |
| Application Deadline | July 1, 2024 |
| Grant Duration: | Up to 60 Months |
| Anticipated # of Awards: | 2 |
| Maximum Award Amount: | \$150,000-\$1,000,000 |

Novel Proposals

- A. USDA will also accept novel proposals, addressing one or more components of the Strategy that haven't explicitly been outlined in this RFA. Selection of novel proposals will be based on the following factors:
1. Merit and quality of proposal, including staffing that includes appropriate subject matter experts (SMEs)
 2. Likelihood of accomplishing overall, ARPA funded WIC modernization goals
 3. Likelihood of success in WIC
 4. Availability of funds

Additional Program Area Guidance

The WIC Workforce Implementation Projects may implement a variety of models and strategies based on the [National WIC Workforce Strategy](#), but each project implementor is required to demonstrate:

1. Partnerships with local, state, Tribal, territorial, and public-private entities/partnerships that have the capacity to implement strategies aimed at WIC workforce development. Examples that could be included are entities that support public health workforce development, community colleges, paraprofessional sponsoring organizations, organizations aimed at improving cultural connections to target communities, and other effective programs.
2. Alignment with WIC and, as appropriate, other USDA programs focused on food and nutrition security at the local, Tribal, state, regional, and national levels to ensure feasibility of models and strategies proposed for WIC State and local agencies and amplify sustainability of the project beyond period of performance.
3. Engagement with local, regional, and national partners with expertise and capacity to implement key components of the Strategy.

These requirements will foster innovation and accelerate WIC workforce development while potentially benefitting other USDA programs focused on food and nutrition security. Implementation projects must have a management and outreach plan for engaging with WIC State and local agencies, underserved communities and/or Tribal Colleges and Universities and Minority Serving Institutions (MSI) that ensures incorporation of DEIA outcomes and activities into their engagement and outreach plan (e.g., Traditional Ecological Knowledge (TEK)).

The [WIC Evaluation and Technical Assistance Center](#) will work with each WIC Workforce Implementation Project awardee to develop an evaluation and reporting plan and metrics that are coordinated with FNS's ARPA WIC Modernization evaluation contractor. All data generated by the WIC Workforce Implementation Projects must be made publicly available and conform with best practices for data safety and accessibility, including ensuring it does not implicitly or explicitly release Personally Identifying Information (PII). Data assets must be made publicly accessible and/or any exemptions to the public access policy described in approved data management plans. Each project implementor must cooperate with, contribute data and information, and provide reports to the WIC WD ETA Center and FNS's ARPA WIC Modernization evaluation contractor as requested. Furthermore, credit must be given to all evaluation and reports associated with the project (e.g., involvement/contribution/commitment of all contributors).

PART II. AWARD INFORMATION

A. Available Funding

The amount available for Special Supplemental Nutrition Program for Women, Infants, and Children Workforce Implementation Projects (WIC Workforce Implementation Projects) in FY2024 is approximately \$19,365,790 for Cooperative Agreements. USDA is not committed to fund any particular application or to make a specific number of awards.

The [Automated Standard Application for Payments](#), operated by the Department of Treasury, Bureau of Fiscal Service, is the designated payment system for awards resulting from this RFA.

B. Application Restrictions

NIFA will evaluate applications using the criteria described in [Part V](#) of this RFA. Application for FY2024 is limited to the following application types:

1. *New application*: New applications will be evaluated using the criteria described in [Part V](#) of this RFA and are subject to the due dates herein (see [Appendix III](#) for definition).

C. Ethical Conduct of Funded Projects

In accordance with sections [2, 3, and 8 of 2 CFR Part 422](#), institutions that conduct USDA-funded extramural research must foster an atmosphere conducive to research integrity, bear primary responsibility for prevention and detection of research misconduct, and maintain and effectively communicate and train their staff regarding policies and procedures. In the event an application to NIFA results in an award, the Authorized Representative (AR) assures, through acceptance of the award that the institution will comply with the above requirements. Award recipients must, upon request, make available to NIFA the policies, procedures, and documentation to support the conduct of the training. See [Responsible and Ethical Conduct of Research](#) for further information.

PART III. ELIGIBILITY INFORMATION

A. Eligibility Requirements

Applicants for the Special Supplemental Nutrition Program for Women, Infants, and Children WIC Workforce – Implementation Projects must meet all the requirements discussed in this RFA. Failure to meet the eligibility criteria by the application deadline may result in exclusion from consideration or, preclude NIFA from making an award. For those new to Federal financial assistance, NIFA’s [Grants Overview](#) provides highly recommended information about grants and other resources to help understand the Federal awards process.

Eligible institutions include:

1. State Agricultural Experiment Station;
2. colleges and universities, including junior colleges offering associate degrees or higher, Historically Black Colleges and Universities (HBCUs) and Tribal Colleges, 1994 Land-Grant Institutions, Hispanic-serving agricultural colleges and universities (see [NIFA's Hispanic Serving Agricultural Colleges and Universities page](#));
3. university research foundations;
4. other research institutions and organizations;
5. non-profit organizations;
6. Federal agencies;
7. Governmental agencies;
8. Tribal organizations;
9. national laboratories;
10. private organizations or corporations;
11. individuals who are U.S. citizens, nationals, or permanent residents; or
12. any group consisting of two or more entities identified in 1) through 11).

Eligible institutions **do not include foreign or international organizations.**

Duplicate or Multiple Submissions – duplicate or multiple submissions are not allowed. NIFA will disqualify both applications if an applicant submits duplicate or multiple submissions. For those new to Federal financial assistance, NIFA’s [Grants Overview](#) provides highly recommended information about grants and other resources to help understand the Federal awards process.

B. Cost Sharing or Matching

No Match Required - The Special Supplemental Nutrition Program for Women, Infants, and Children Workforce – Implementation Projects has no matching requirement. NIFA will not factor matching resources into the review process as an evaluation criterion.

PART IV. APPLICATION AND SUBMISSION

A. Method of Application

Applicants must apply to this RFA electronically; no other method or response is accepted. The electronic application for this RFA and additional resources are available on [Grants.gov](https://www.grants.gov) and [Grants 101](#). **Table 8** provides instructions on how to obtain an electronic application. **Part III** of the [NIFA Grants Application Guide](#) contains detailed information regarding the [Grants.gov](https://www.grants.gov) registration process. [The NIFA Grants Application Guide](#) is contained in the specific funding opportunity package or a sample of the guide can be found [here](#). When applying for a NIFA award, it is important to reference the version of the guide that is included in the specific funding opportunity application package.

Table 8: Steps to Obtain Application Materials

| Steps | Action |
|-------------------------------------|--|
| Step One: Register | <i>New Users</i> to Grants.gov must register early with Grants.gov prior to submitting an application (Register Here). |
| Step Two: Download Adobe | Download and Install Adobe Reader (see Adobe Software Compatibility for basic system requirements). |
| Step Three: Find Application | Using this funding opportunity number USDA-NIFA-WICWD-010853 , search for application here: Opportunity Package . |
| Step Four: Assess Readiness | Contact an AR prior to starting an application to assess the organization’s readiness to submit an electronic application. |

Table 9: Help and Resources

| Grants.gov Support | NIFA Support |
|--|---|
| Grants.gov Online Support Telephone support: 800-518-4726 Toll-Free or 606-545-5035 Email support: support@grants.gov Self-service customer-based support: Grants.gov iPortal Key Information: Customer service business Hours 24/7, except federal holidays . | Email: grantapplicationquestions@usda.gov Key Information: Business hours: Monday thru Friday, 7a.m. – 5p.m. ET, except federal holidays |

B. Content and Form of the Application

The [NIFA Grants Application Guide](#) is part of the corresponding application package for this RFA. The RFA overrides the [NIFA Grants Application Guide](#) if there is a discrepancy between the two documents. Applicants that do not meet the application requirements, to include partial applications, risk being excluded from NIFA’s review. NIFA will assign a proposal number to all applications that meet the requirements of this RFA. Applicants must refer to the proposal number when corresponding with NIFA. **Table 10** outlines other key instructions for applicants.

Table 10: Key Application Instructions

| Instruction | References (All references are to the NIFA Grants Application Guide) |
|---|--|
| Attachments must be in a portable document format (PDF) format. | Part IV |
| Check the manifest of submitted files to verify attachments are in the correct format. | Part IV |
| Conduct an administrative review of the application before submission. | Part IV |
| Follow the submission instructions. | Part IV |
| Provide an accurate email address, where designated, on the SF-424 R&R. | Part V |
| Contact the Grants.gov helpdesk for technical support and keep a record of the correspondence. | N/A |
| Contact NIFA if applicant does not receive correspondence from NIFA regarding an application within 30 days of the application deadline. | N/A |

SF 424 R&R Cover Sheet. See **Part V** of the [NIFA Grants Application Guide](#) for the required certifications and assurances.

SF 424 R&R Project/Performance Site Location(s). See **Part V** of the [NIFA Grants Application Guide](#).

R&R Other Project Information Form. See **Part V** of the [NIFA Grants Application Guide](#).

1. **Field 7.** Project Summary (PS)/Abstract. The PS must show how the project goals align with the project goals of the WIC Workforce Implementation Projects. See **Part V** of the [NIFA Grants Application Guide](#) for instructions and suggested templates.
2. **Field 8.** Project Narrative (PN). The PN must not exceed 15 *1.5 spaced* pages of written text, figures and tables with 1-inch margins. The font size for all text should be no smaller than 12 points, New Times Roman (the font size for figures and tables should be no smaller than 11 points, Times New Roman). The page limits outlined here ensure fair and equitable competition. Appendices to the PN are allowed if they are directly germane to the proposed project. Do not add appendices to circumvent the page limit.

The PN must include all the following:

- a. **Introduction;** The introduction must include a clear statement of the mission and long-term goal(s) of the proposed implementation project. Cite relevant previous accomplishments related to WIC as well as past accomplishments of similar work.

- b. **Project goals and intended outcomes:** Concisely present the goals, associated objectives and expected outputs and outcomes of the project necessary to address the mission and long-term goals(s) outlined in the introduction and to achieve the deliverables outlined in the RFA. Outcomes should be specific, measurable, achievable, realistic, and timely, and should describe specific changes in knowledge, actions, or conditions that will occur because of the project.
- c. **Personnel, organizations, and resources involved:** Describe in detail the relevant experience and qualifications of the project team serving WIC Local, State, National, and Tribal agencies, other Federal nutrition programs (e.g., EFNEP), Extension, underserved communities, or other similar audiences. Proposals should demonstrate partnerships as required in the RFA, as well as community linkages and coalitions as appropriate. The project implementors to meet the requirements of the RFA must be clearly articulated. Describe ongoing or recently completed significant activities related to the proposed project, and their impacts.
- d. **Approach, including timeline:** The activities proposed to meet the project requirements and deliverables must be clearly stated. Discuss how the proposed outcomes will be realized by providing a systematic description and timeline for how the most important steps or milestones will be accomplished and the level and types of involvement of key stakeholders and partners at WIC State and local agencies, including ITOs and territories. Attention should be given to DEIA principles and cultural responsiveness and competency to serve underserved geographic areas and populations and others participating in WIC. Cultural competency in this context is broader than race or ethnicity and includes socioeconomic and other cultural factors that may affect the efficacy of program services. In addition to these descriptions, it is recommended that a table be provided with implementation details for these activities, including: (a) specific steps and achievements; (b) timetables for milestones, and (c) entities involved at each step. These should align with the logic model that is also required.
- e. **Cooperation and institutional involvement:** Provide a statement of commitment to communicating regularly with NIFA as per the Cooperative Agreement, FNS, the WIC WD ETA Center, other project implementors, and others who are part of the joint agency initiative where appropriate. Briefly indicate the commitment of other involved entities and organizations for the completion of this project. Letters of commitment should be included in the Appendices.
- f. **Logic Model:** A logic model is required and is limited to one-page. Title the attachment as 'Logic Model' in the document header and save file as 'LogicModel'. This logic model must align with what is proposed in this application.
- g. **Data Management Plan:** A DMP is required for this program. Applicants should clearly articulate how the project director (PD) and co-PDs plan to manage and disseminate the data generated by the project. The DMP will be considered during the merit review process (see [Part V, B](#) of this RFA, [NIFA's Data Management Plan](#)).

3. **Field 12, Add Other Attachments.** See **Part V** of the [NIFA Grants Application Guide](#).

R&R Senior/Key Person Profile (Expanded). See **Part V** of the [NIFA Grants Application Guide](#) for profile requirements, details about the biographical sketch, and suggested support templates.

R&R Personal Data. This information is voluntary and is not a precondition of award (see **Part V** of the [NIFA Grants Application Guide](#)).

R&R Budget. See **Part V** of the [NIFA Grants Application Guide](#).

1. Indirect Costs (IDC) – See [Part IV, C](#) of this RFA for funding restrictions regarding IDC, and **Part V** of the [NIFA Grants Application Guide](#) for additional information.

Supplemental Information Form. See **Part V** of the [NIFA Grants Application Guide](#).

1. **Field 2. Program to which the applicant is applying.** Enter the correct program name and the correct program code. Accurate entry is critical.

Program Name: Documentation of Staffing Models and Recommendations

Program Code: *WWSM*

Program Name: Nutrition Paraprofessional Projects for WIC

Program Code: *WWNP*

Program Name: Scholarship/Funding Program(s) to support training/ credentialing of staff

Program Code: *WWSP*

Program Name: Development of Training Materials

Program Code: *WWTM*

Program Name: Development of Training Model and Potential Pilot

Program Code: *WWTP*

Program Name: Novel Proposals

Program Code: *WWNV*

2. **Field 8. Conflict of Interest List.** See **Part V** of the [NIFA Grants Application Guide](#).

C. Funding Restrictions

Fully Negotiated Rate. Applicants must use the current negotiated Indirect Cost (IDC) rate established by its cognizant Federal agency (the agency that provides the most funds). If awarded, the applicant will be required to produce a negotiated IDC rate agreement from the cognizant agency to recover IDC.

If the applicant does not have a negotiated rate and NIFA is the cognizant agency, the applicant may request an IDC rate. Applicants are not required to complete the IDC package during the application process and need only to calculate a rate to serve as a basis for requesting IDC. If awarded, the applicant will be required to submit a complete IDC proposal package to obtain a negotiated rate.

Organizations that do not have a current negotiated (including provisional) rate, may elect the de minimis rate ([2 CFR 200.414\(f\)](#)). Currently the Uniform Guidance offers the option of electing to charge a de minimis rate of 10 percent of modified total indirect costs (MTDC) which may be used indefinitely. OMB has updated the 2 CFR allowing an indirect cost de minimis rate increase from 10 to 15 percent effective October 1, 2024. Budgets for indirect costs will be increased accordingly if the recipient selects the de minimis indirect cost recovery option. As described above and in [2 CFR 200.403](#), costs must be charged consistently as either indirect or direct costs but may not be double charged or inconsistently charged as both. If elected, this methodology must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate for a rate, which it may do at any time.

See [NIFA Indirect Costs](#) for information including [additional resources](#) and [NIFA Indirect Cost Guidance Chart](#)

PART V. APPLICATION REVIEW REQUIREMENTS

A. NIFA's Evaluation Process

NIFA evaluates each application in a two-part process. First, we screen each application to ensure that it meets the administrative requirements set forth in this RFA. All administrative requirements must be met in order for the application to proceed to the next level of review. Second, a scientific peer-review process will be used to technically evaluate applications that have met the administrative requirements using a review panel (see [NIFA Peer Review Process](#)).

Scientific Peer Review Process:

NIFA selects reviewers for the review panel based upon their training and experience in relevant scientific, extension, or education fields, taking into account the following factors:

1. The level of relevant formal scientific, technical education, or extension experience of the individual, as well as the extent to which an individual is engaged in relevant research, education, or extension activities.
2. The need to include experts from various areas of specialization within relevant scientific, education, or extension fields.
3. The need to include other experts (e.g., producers, range or forest managers/operators, researchers, public health practitioners, educators, consumers, and commercial reviews) who can assess relevance of the applications to targeted audiences and to program needs.
4. The need to include experts from a variety of organizational types (e.g., colleges, universities, industry, state and Federal agencies, and private profit and non-profit organizations) and geographic locations.
5. The need to maintain a balanced composition with regard to race, ethnicity, gender representation, and an equitable age distribution.
6. The need to include reviewers who can judge the effective usefulness of each application to producers and the general public.

After each peer review panel has completed its deliberations, the responsible program staff of NIFA will recommend that your project is either approved for support from currently available funds or declined due to insufficient funds or unfavorable review.

NIFA reserves the right to negotiate with the PD/PI and/or the submitting organization or institution regarding project revisions (e.g., reductions in the scope of work, funding level, period, or method of support) prior to recommending any project for funding.

After the review process has been completed, NIFA sends copies of reviews, *not* including the identity of reviewers, and a summary (if applicable) of the review panel comments to the PD.

Conflicts of interest. NIFA takes extreme care to prevent any actual or perceived conflicts of interest that may influence the review or evaluation (see [NIFA Peer Review Process for Competitive Grant Applications](#)).

B. Evaluation Criteria

NIFA will use the following criteria to evaluate this RFA:

Initial Screening Criteria:

To avoid any misunderstandings, applicants should be aware that applications that do not satisfy all the screening criteria are at risk of being returned to the proposing entity without review.

Returned applications may not be resubmitted (with or without revision) under this solicitation.

The initial screening criteria are the following:

1. The applicant must be an eligible entity as described in this RFA.
2. The application must meet the Application Content and Format requirements as described in this RFA. This includes page length requirements for all required forms and all files in PDF.
3. The application must include a Data Management Plan in PDF.
4. The application must include a Logic Model in PDF.
5. The application must include a Management Plan in PDF.

Program Area Evaluation Criteria:

1. **Relevancy:** The proposed work will have an impact on the joint agency initiative to strengthen the diversity and cultural competency and address barriers to recruitment and retention of the WIC workforce. The models and strategies proposed will improve the WIC workforce consistent with the Strategy. Sustainability is likely to occur through the systems approach process proposed. In addition, the relevancy will be evaluated by the description of the identified target audiences and stakeholders, inclusion of the intended target audiences and stakeholders in the conceptualization, development and presence of proposed activities.
2. **Technical Merit:**
 - a. Activities, objectives, outcomes, and potential impacts are clear and achievable within the project period as well as adequate to fulfill the purpose and priorities of the WIC Workforce Implementation Projects;
 - b. approach is technologically, geographically, linguistically, and culturally suitable and feasible;
 - c. innovation and originality;
 - d. strategy for ensuring relevancy, quality and performance of funded projects is adequate, appropriate, measurable, and achievable;
 - e. evaluation plan for use of common metrics to assess program outcomes is aligned with the logic model;
 - f. a clear plan is articulated for project management, including time allocated for attainment of objectives and delivery of products, maintenance of partnerships with stakeholders and collaborations, and a strategy to enhance communication, data sharing concerning outcomes including changes in learning, actions or conditions, and reporting among members of the project team.
3. **Qualifications of Project Team, Partners, and Collaborators:** Participating organizations, institutions, and key personnel roles are clearly defined. Key personnel have sufficient expertise to complete the proposed project and sufficiently represent broad experts and practitioners, including knowledge and/or experience with WIC as well as WIC or public health related initiatives. The proposal demonstrates substantial and effective collaborations or partnerships necessary to fulfil the purpose and priorities of the WIC Workforce Implementation Projects. Experience in and connections with the community and a demonstrated dedication to WIC-eligible populations will be considered as important as

academic or professional credentials in this regard. Proposal demonstrated the experience and competence of participating organizations, institutions, and key personnel in serving the needs of the identified target audiences, including WIC State and local agencies in the United States.

4. **Project Management- Project Management Plan and Data Management Plan:** Involve stakeholders in the project design, development, implementation, data sharing, and reporting; and clearly articulate a plan to accomplish the project objectives, such as sufficient time allocated to accomplish each objective, clearly defined project roles and relationships among the key personnel and collaborators plan for decision-making, and plan for project administration and data-sharing. Proposed project also employs an equitable and appropriate decision-making and oversight process. The qualifications of staff involved with the proposed project and/or organizational leadership reflects the expertise necessary to carry out the proposed activities or similar types of activities. Professional salaries are in balance with compensation given to residents for their participation in the initiative. Proposed budget aligns with the project narrative.

C. Organizational Management Information

Applicants must submit specific management information prior to an award and update the information as needed. Applicants may only need to provide an update if there was a change in previously provided information under this or another NIFA program. NIFA provides the requisite forms during the pre-award process. Although an applicant may be eligible for award under this program, there are factors that may exclude an applicant from receiving federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual, or a determination that an applicant is not responsible).

D. Application Disposition

Applicants may withdraw at any time before NIFA makes a final funding decision. NIFA will retain all applications, including withdrawn applications and unfunded applications.

PART VI. AWARD ADMINISTRATION

A. General

Within the limit of funds authorized, the NIFA awarding official will make grants to responsible and eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the NIFA awarding official as the effective date of the grant must be no later than September 30 of the federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. The project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by NIFA under this RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable federal cost principles, USDA assistance regulations, and [NIFA General Awards Administration Provisions, 7 CFR Part 3430, subparts A through E](#).

Award Notice. The award document will provide pertinent instructions and information as described in [2 CFR 200.211](#) (see [NIFA's Terms and Conditions](#)).

B. Administrative and National Policy Requirements

Several federal statutes and regulations apply to grant applications and the projects outlined in this RFA (some are listed here: [Federal Regulations](#)). Unless specifically noted by statute or award-specific requirements, [NIFA Federal Assistance Policy Guide](#) applies to all NIFA awards.

PART VII. OTHER INFORMATION

A. Use of Funds and Changes in Budget

Delegation of fiscal responsibility. Unless the terms and conditions of the award state otherwise, awardees may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

Changes in Budget or Project Plans. In accordance with [2 CFR 200.308](#), awardees must request prior approval from NIFA for the following program or budget-related reasons (the awardee is subject to the terms and conditions identified in the award):

1. Change in the scope or the objective of the project or program without prior written approval (even if there is no associated budget revision requiring).
2. Change in a key person specified in the application or the federal award.
3. Disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project.
4. Inclusion of costs that require prior approval in accordance with [2 CFR 200 Subpart E \(Cost Principles\)](#), or [45 CFR Part 75 Appendix IX, \(Principles for Determining Costs Applicable to Research and Development under Awards and Contracts with Hospitals\)](#), or [48 CFR](#), unless waived by the federal awarding agency, [48 CFR Part 31, Contract Cost Principles and Procedures](#);
5. Transfer of funds budgeted for participant support costs to other categories of expense ([2 CFR 200.456 Participant support costs](#));
6. Sub-awarding, transferring or contracting out of any work under a federal award, including fixed amount sub-awards (see [2 CFR 200.333, Fixed Amount Sub-awards](#)), unless described in the application and funded in the approved federal awards. This provision does not apply to the acquisition of supplies, material, equipment, or general support services.
7. Changes in the approved cost-sharing or matching provided by the non-federal entity; and
8. The need for additional federal funds to complete the project.

B. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of NIFA transaction records, which are available to the public. Information that the Secretary of Agriculture determines to be confidential, privileged, or proprietary in nature will be held in confidence to the extent permitted by law. Therefore, applicants should clearly mark any information within the application they wish to have considered as confidential, privileged, or proprietary. NIFA will retain a copy of an application that does not result in an award for three years. Such an application will be released only with the consent of the applicant or to the extent required by law. An applicant may withdraw at any time prior to the final action thereon.

C. Regulatory Information

This program is not subject to the provisions of Executive Order 12372, which requires intergovernmental consultation with state and local officials. Under the provisions of the Paperwork Reduction Act of 1995 ([44 U.S.C. Chapter 35](#)), the collection of information requirements contained in this notice have been approved under [OMB Document No. 0524-0039](#).

D. Limited English Proficiency

NIFA offers language access services, such as interpretation and translation of vital information, free of charge. If you need interpretation or translation services, please visit [NIFA Language Access Services](#) or contact Lois Tuttle, Equal Opportunity Specialist, at Lois.Tuttle@usda.gov or (443) 386-9488.

APPENDIX I: AGENCY CONTACT

Program Contacts

Carinthia Cherry, PhD, RDN
National Program Leader
carinthia.cherry@usda.gov

Yamilis Ocasio, MS
Program Specialist
yamilis.ocasio@usda.gov

For administrative questions related to;

1. Grants.gov, see [Part IV](#) of this RFA
2. Other RFA or application questions, please email grantapplicationquestions@usda.gov
3. Awards under this RFA, please email awards@usda.gov

U.S. Postal Mailing Address:

National Institute of Food and Agriculture
U.S. Department of Agriculture
P.O. Box 419205, MS 10000
Kansas City, MO 64141-6205

Courier/Package Delivery Address:

National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road, MS 10000
Kansas City, MO 64141-3061

APPENDIX II: GLOSSARY OF TERMS

Glossary of Terms

Assistance Listing Number – ALN

Authorized Representative – AR

Agricultural Research, Extension, and Education Reform Act of 1998 – AREERA

American Rescue Plan Act of 2021-ARPA

Black, Indigenous, and People of Color -BIPOC

Competent Professional Authority- CPA

Dietetic Technician, Registered-DTR

Diversity, Equity, Inclusion, and Accessibility - DEIA

Data Management Plan – DMP

Expanded Food and Nutrition Education Program – EFNEP

Food and Nutrition Service-FNS

Indian Tribal Organizations – ITOs

Land Grant University – LGU

National Institute of Food and Agriculture – NIFA

Registered Dietitian Nutritionist – RDN

Research, Education, and Economics – REE

Request for Application – RFA

Supplemental Nutrition Assistance Program Education– SNAP-Ed

United States Department of Agriculture – USDA

Value Enhanced Nutrition Assessment – VENA

The Special Supplemental Nutrition Program for Women, Infants, and Children – WIC

APPENDIX III: DEFINITIONS

Refer to [7 CFR 3430 Competitive and Noncompetitive Non-formula Federal Assistance Programs – General Award Administrative Provisions](#) for additional definitions.

Definitions

Matching:

The process through which a grant recipient match awarded USDA funds with cash and in-kind contributions on a dollar-for-dollar basis. The matching funds must derive from non-Federal sources.

New Application:

An application not previously submitted to a program.