



## **Nonprofit Organizations: Submit Your Proposal and Be a Part of Maryland's Food Supplement Program Outreach Plan**

### **Overview**

The Maryland State Department of Human Resources (DHR) and many nonprofit organizations share the mission of helping vulnerable families and children to access the benefits and services they need, such as Food Supplement Program (FSP) benefits (formerly the Food Stamp Program). Although FSP participation has increased significantly, DHR has not reached the entire eligible population. As front-line service providers in the community, nonprofit organizations can play an important role in connecting all eligible Marylanders in need with FSP benefits.

One of the best ways to assist DHR in reaching more customers and support your organization's FSP outreach efforts is to become a FSP Outreach Plan partner. DHR is now accepting proposals from organizations that are interested in becoming Outreach Plan partners.

### **Funding**

To become a partner, interested non-profit organizations should submit a proposal to DHR for inclusion in the comprehensive Plan to be submitted to the USDA Food and Nutrition Service (FNS). Guidance from FNS is readily available to help prospective partners to navigate the proposal submission process.

Upon review and approval from FNS, each partner will enter into an individual agreement with DHR to conduct FSP outreach. Once the Plan is approved and the individual agreement is executed, each partner can be reimbursed for up to 50 percent of allowable expenses related to its approved outreach activities.

### **Next Steps**

- ✓ Participate in the informational webinar on June 2 from 1:00-2:30 p.m. to learn more about this opportunity. Register online at: [www.mdhungersolutions.org](http://www.mdhungersolutions.org)
- ✓ Consider what outreach activities your organization is currently doing or would like to do.
- ✓ Identify a funding source for the non-federal share of outreach-related expenses.
- ✓ Prepare a budget based on the templates provided by FNS.
- ✓ Prepare a draft work plan based on the guidance provided by FNS.

### **Decisions and timeline**

- Proposals must be submit to DHR by July 1, 2011 in order to be considered for inclusion in the 2012 Plan.
- DHR will submit the comprehensive Plan for FNS' consideration by August 15, 2011.
- FNS will announce approvals by September 30, 2011.
- DHR will execute individual agreements with each partner thereafter.

### **Key Contacts**

- For sample templates and guidance from FNS, please visit <http://www.fns.usda.gov/snap/outreach/guidance/stateplan.htm>.
- For more information about the proposal submission process, please contact Leah Hinson at (410) 767-8820 or [lhinson@dhr.state.md.us](mailto:lhinson@dhr.state.md.us), or Deborah Weathers at (410) 767-7994 or [dweather@dhr.state.md.us](mailto:dweather@dhr.state.md.us).

*Adapted from USDA Food and Nutrition Service Office of Strategic Initiatives, Partnerships and Outreach*