# ASPHN 2024-25 FARMWISE Application

## FARMWISE Timeline

FARMWISE Information and Application Release - **March 11, 2024**
Application Information Sessions: **March 20, 12-1 pm ET and April 3, 1-2 pm ET** (Registration)
Application TA available: **March 11 - April 30, 2024,** contact rey@asphn.org
Application Update Due by **April 30, 2024, by, 5 pm ET,** send to rey@asphn.org
Expected Selection Announcement date **June 1, 2024**
FARMWISE Start Date **July 1, 2024**

## FARMWISE Background and Goals

The Association of State Public Health Nutritionists (ASPHN), in cooperation with USDA, is administering the Farm to Child and Adult Care Food Program (CACFP): Win for Farmers, Students, and Educators (FARMWISE) program. The goal of FARMWISE is to advance state-level Farm to CACFP initiatives to increase access to healthy environments and local foods for all young children. For more information on CACFP, visit https://www.fns.usda.gov/cacfp.

Ten state Farm to CACFP coalitions will participate in FARMWISE. FARM to CACFP coalitions may be a subgroup of state Farm to ECE or Farm to School coalitions. These ten FARMWISE coalitions will participate in an enriching multi-year program, which includes annual FARMWISE Institutes, TA, networking, virtual learning opportunities, as well as funding for a subset of 3 coalitions to support travel and implementation materials. All FARMWISE coalitions will work on expanding Farm to CACFP by building programmatic capacity, increasing program awareness, establishing Farm to CACFP supportive policies, systems, and environments, and strengthening intrastate collaborations, which will lead to sustained and equitable Farm to CACFP programs. Increasing Farm to CACFP statewide will increase local procurement by ECEs participating in CACFP, expand young children's access to healthy food, promote lifelong healthy eating habits, and create a cohort of young children primed for successful Farm to School programs.

This opportunity and the make up of Farm to CACFP coalitions (Information packet page 12 ) is explained in further detail in the FARMWISE Information Packet.

It is important to read the FARMWISE Information Packet in its entirety prior to completing the application.

# ASPHN 2024-25 FARMWISE Application

This application has 3 sections, coalitions NOT interested in the Turnip the Beet Track complete sections 1 and 2. Those interested in the FARMWISE Turnip the Beet Track complete sections 1 and 3. If you need help or have questions, please refer to the Frequently Asked Questions document and/or contact Emia or Rey for assistance.

## SECTION 1: Completed by All Applicant Coalitions

1. List a coalition lead that can serve as the FARMWISE point of contact. FARMWISE coalitions may have multiple leads, but only one is the point of contact for ASPHN.

**FARMWISE Point of Contact**

| | |
|---|---|
| State | |
| Name (point of contact) | |
| Position | |
| Agency or Organization | |
| Email Address | |

2. List the state agency responsible for monitoring ECEs participating in CACFP.

3. List the percent of ECEs enrolled in CACFP in your state.

4. **Indicate which FARMWISE track your state coalition is applying to participate in (see Information Packet for details on the two tracks).**
    - We are applying to be a Turnip the Beet Track coalition, if we are not selected, we would like to be considered for a Lettuce Grow Track slot.
      **Complete Section 1 & 3**

    - We are applying to be an Turnip the Beet Track coalition, if we are not selected, we are not interested in anything further.
      **Complete Section 1 & 3**

    - We are applying to be in the Lettuce Grow Track.
      **Complete Section 1 & 2**

## SECTION 2: Coalitions Applying for Lettuce Grow Track Only

### 2a. FARMWISE Work and Equity Plan

The FARMWISE work plan is based on the FARMWISE Driver Diagram, which can be found on page 7 (Figure 1) of the Information Packet. Work with your coalition to identify the best primary driver(s) and strategies for your state and the partners in your state.

Follow the guidance below and use the FARMWISE WORK PLAN TEMPLATE.

i. Identify 2-3 primary drivers your coalition will advance.
ii. Describe the 2-3 strategies that will be employed to move those drivers.
iii. List potential measures to assess strategies' impacts.
iv. List potential policy, system, or environmental change goals.
v. List how strategies may address equity.

Equity is a component of the process and approach in this work; therefore, examples could include how a FARMWISE coalition is structured to be inclusive or how a strategy is implemented to support children with limited geographic access to local produce. If your state has laws limiting diversity, equity and inclusion work, you can still apply. Please describe how your coalition/subgroup will be thoughtful and intentional in implementing *fair* and *just* practices with Farm to CACFP.

### 2b. FARMWISE Partnership Plan

Fill in the last tab on the workplan linked here, which is the ASPHN FARMWISE Partnership Form to give us a sense of the makeup of the proposed FARMWISE coalition. This coalition may be a subgroup of the state Farm to ECE or Farm to School coalition or may be new state partners you have gathered to embark on FARMWISE (see page 12 of FARMWISE Information Packet for recommended coalition members).

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## SECTION 3: Coalitions Applying to Participate in Turnip the Beet Track.

**3a. List your FARMWISE Fiduciary Agent**

| | |
|---|---|
| Organization name | |
| Mailing Address | |
| FEIN | |
| DUNS Number | |
| Fiscal Contact Person's name | |
| Fiscal Contact Person's email and phone number | |
| Person Authorized to sign for this organization | |

**3b. FARMWISE Work Plan**

The FARMWISE work plan is based on the FARMWISE Driver Diagram. Work with your coalition to identify the best primary driver(s) and strategies to focus on for your FARMWISE coalition partners and/or for your state.

Follow the guidance below and use the FARMWISE WORK PLAN TEMPLATE.

i. Identify 2-3 primary drivers your FARMWISE coalition will work on advancing.
ii. Describe 2-3 strategies that will be employed to move those drivers.
iii. List measures that will be used to assess strategy impacts.
iv. List policy, system, or environmental change goals.
v. Estimate how long the strategy will take to complete.
vi. List how strategies address equity.

Equity is a component of the process and approach in this work; therefore, examples could include how a FARMWISE coalition is structured to be inclusive or how a strategy is implemented to support children with limited geographic access to local produce. If your state has laws limiting diversity, equity and inclusion work, you can still apply. Please describe how your coalition will be thoughtful and intentional in implementing *fair* and *just* practices with Farm to CACFP.

**3c. FARMWISE Partnership Plan**

Fill in the Partnership Form on the last tab of the workplan to describe the proposed FARMWISE coalition. These partners may be a subgroup of the state's Farm to School or Farm to ECE networks or if your state is new to this work, it could be new partners you have gathered to embark on FARMWISE.

Reference the FARMWISE Information Packet for coalition member information.

**3d. FARMWISE Turnip the Beet Budget and Budget Narrative**

The FARMWISE budget should parallel the scope of the FARMWISE work plan based on a budget of $31,000. The anticipated budget period is **July 1, 2024, to June 30, 2026 (24mo)**. Distribute the budget as needed across the two years.

**Distribution of funds should be categorized and requested as listed.**

| Budget Category | Amount |
|---|---|
| Salaries and Wages (Employees) | $0.00 |
| Fringe Benefits | $0.00 |
| Consultant Costs* | $0.00 |
| Supplies (Individual items cannot exceed $5,000) | $0.00 |
| Travel** | $0.00 |
| Other | $0.00 |
| Contractual (not included in indirect cost base) | $0.00 |
| Total Direct | **$0.00** |
| *Total Indirect:* | *$0.00* |
| **Total Requested** | **$0.00** |

**Budget Narrative-Justify budget expenditures for each category.**

Please describe each category in further detail. For each salary, consultant, and contract include the employee, consultant and/or organization name (if known), scope of work, and estimated cost for their work or in the case of the employee their % time on this work and their salary. For employees, include a Fringe rate and base (see linked example). Use the USDA budget narrative checklist to ensure you have included all needed information.

*Consultants for purposes of the FARMWISE budget is “an individual hired to provide professional advice or services (e.g., training, expert, etc.) for a fee, but not an employee of the organization.”

**Travel
There will be an in-person FARMWISE Institute the week of **November 18, 2024** (location TBD). All coalition members are invited to participate. The Turnip the Beet Track Coalitions are required to send a minimum of 4 members. This travel needs to be accounted for in the FARMWISE budget and budget narrative (see linked template) with a breakdown of travel costs by transportation costs, registration costs, per diem, hotel costs, and number of travelers. We recommend including a minimum of $1,800 pp for travel to cover travel costs for the required attendance at the Institute. Coalitions wanting to bring more members to the meeting are welcome to but should not exceed $10,800 in travel costs.

Questions? Do not hesitate to contact the FARMWISE consultants, Rey Cooley or Emia Oppenheim for help.

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Founded in 1952, ASPHN is a non-profit membership organization that provides state and national leadership on food and nutrition policy, programs and services aimed at improving the health of our population. ASPHN’s membership is composed of more than 840 public health nutritionists located throughout all 50 states, the District of Columbia and five U.S. territories. ASPHN's vision is "healthy eating and active living for everyone." You can find ASPHN on the Web or on Instagram, LinkedIn, and Facebook

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