

Retail Double Up Food Bucks Request For Applications - Printable Version

Field & Fork Network (F&FN) is seeking applications from New York grocery corner store, and small-retail locations who would like to participate in Double Up Food Bucks (DUFB). All applications will be reviewed and considered based on their eligibility requirements (see below) with some preference given to stores that fall within specific geographic areas. Complete this Smartsheet form in its entirety. Please make sure to read carefully and to answer each question to the best of your ability. Please direct questions to Bryan Gertz at bgertz@fieldandforknetwork.com or 716-870-6382. If you have any issues uploading the required attachments into this application, please email them as PDF or MS Word files to Bryan Gertz.

Applications are reviewed on a quarterly basis and due to the volume of applications received, we will only reach out if you are eligible to move on in the process. About Field & Fork Network and Double Up Food Bucks: Field & Fork Network (F&FN) is a New York State non-profit organization located in Western New York. Our mission is to connect communities to innovative solutions that foster a sustainable food system. F&FN began administering the Double Up Food Bucks program in 2014 at 7 farmers markets in Western New York. Double Up Food Bucks makes it easier for low-income individuals and families to eat more fresh fruits and vegetables while supporting farmers and growing local economies. The program is a national model for healthy food incentive programs that provides those who receive Supplemental Nutrition Assistance Program (SNAP) benefits with a \$1-to-\$1 match that encourages the purchase of healthy, locally grown fruits and vegetables. By 2021, the program has grown to be in 27 counties and over 180 farmers market, mobile market, grocery, small retail, and farm stand locations.

Eligibility Requirements

F&FN has outlined the following requirements which serve as a baseline for acceptance into the DUFB program:

- The store must be able to accept SNAP benefits (minimum one year of experience is preferred, but not required) with a SNAP Permit number from USDA Food and Nutrition Service (FNS) and have an EBT point of sale device and approval prior to program launch
- The store must demonstrate sufficient organizational capacity to handle associated accounting and reporting for the DUFB program
- The store must have written approval to participate in the program from management

Double Up Participation

Outlined below is a comprehensive list of what support and materials F&FN provides to stores that are selected to participate in DUFB and the mandatory requirements of participating stores:

Retail Sites are required to do the following if selected to participate in DUFB for the 2022 season:

- Attend an in-person or webinar training
- Offer and distribute DUFB to SNAP customers at the point of sale
- Provide F&FN with third party verification of SNAP sales (e.g. copies of batch reports or monthly statements)