

Food Safety Outreach Program (FSOP)
Community Outreach Projects [up to \$300,000/award]

Important Notice - Current and previously funded FSOP awardees are eligible to submit as Project Directors

Objectives

- The project team/s should demonstrate that they will support the development and/or expansion of food safety education and outreach programs in the targeted communities.
- Applicants with an established track record to serve the intended audiences are appropriate.
- Project teams should have adequate food safety education experience.
- Proposals should target non-traditional, niche, hard to reach communities, and/or expand to a broader community.
- Demonstrate partnerships with local entities to include federal, state, university, cooperative extension, community-based organizations and non-governmental organizations preferably through sub-awards.
- Establish and/or expand a robust and sustainable network of food safety education professionals within the serviced community.

Collaborative Engagement Supplements (Additional \$150,000) – total award up to \$300,000

- The project teams must have significant collaborations with 1890s, 1862s, 1994s, Insular Areas, ANNHs, or HSACUs to increase outreach to underserved minority communities
- **Budget**, Objectives, Methods, Timeline, and **Key Personnel** should reflect the appropriate collaborations.
- Outcomes should address appropriate outreach, training, and education to underserved communities.

Methods

- Demonstrate awareness of the needs of the specific targeted audiences for meeting the FSMA requirements. Ex: Knowledge of existing curricula and gaps in training.
- Identify local communities that are providing training through food and farm cooperatives, food hubs with outreach programs, and state and/or local Department of Agriculture affiliates, among others.
- Describe the procedures for identifying and training individuals.
- Describe plans to modify FSMA-related educational and training materials to specific target audiences and various agricultural production, processing, and conservation systems.
- **Detail a** communication plan for working with regional centers.
- Ensure that educational training materials and curricula are consistent with current FSMA guidelines and will have a national reach.
- Describe what and how data will be reported annually to the Regional Centers. Be sure to include lessons learned, best practices, commodity groups addressed, target audience reached, individuals trained and/or other metrics.

Key Personnel, Project Management and Budget

- Project teams should define role and responsibilities of key staff including those that will collect and report outcome data and those that will interact with regional center staff.
- Incorporate a timeline with benchmarks for key events that will address the project objectives.
- Budget and budget justification should adequately justify resources and funds directed to key personnel responsible for managing and conducting the project activities.

Submission Format

- The project narrative shall not exceed a total of 10 pages of written text with 12 point font regardless of whether it is single or double spaced, including all figures and tables.