

NEHAFDA Retail Flexible Funding Model Grant Program

Track 2 Development Base Grant CY 2024 Application Template

Below is a multipage screenshot from the NEHAFDA Retail Flexible Funding Model (RFFM) Grant Program Portal, showing the application template for the grant type specified above. The screenshots includes images of all required input fields, including maximum character counts for each text box.

When preparing applications for this grant program, please consider the following best practices:

1) For reasons of security and functionality, jurisdictions are required to complete all grant applications online using a modern, up-to-date browser. Users may access links to download these browsers at <https://www.neha.org/retail-grants-tech-support>.

2) For browser access to the grant portal, we recommend using an up-to-date version of Chrome, Edge, or Brave. Note: Internet Explorer is out of date and no longer supported by Microsoft and will not work with the NEHAFDA RFFM Grant Program Portal.

3) Some applicants find it useful to draft answers for each grant portal question into MS Word or a comparable program, checking character counts for each entry (found under the Review tab in

using a web-based program like the NEHA

2UJDQLJDWLRQ UJDQLJDWLRQ
*UDQW , ' 5
6WDWWDIW

\$PRXQW 5HTXHVWHG
6WDUW - 'DQXDU\
(QG 'DWHFHPEHU

*HQHUDO 3URMHFW , QIRUPDWLRQ

2UJDQLJDWLRQ UJDQLJDWLRQ
5HJXODWRU\ -XUWGLFWLRQ
3RLQW RI &RQWDFW 32& , QIRUPDWLRQ
1DPHDPSON \$SSOLFDWLRQV
3KRQH
(PDLODPSONB\$SSOLFDWLRQV#QHKD RUJ

\$XWKRULJLQJ 2IILFLDO 9HULILFDWLRQ

7KH \$XWKRULJLQJ 2IILFLDO LV WKH SHUVRQ LQ \RXU RUJDQLJDWLRQ ZKR SURYL
RUJDQLJDWLRQ V)LQDQFLDO RU *UDQWV \$XWKRULJLQJ 2IILFLDO LQ \RXU RUJDQLJDWLRQ
\RXU RUJDQLJDWLRQ 3OHDVH YHULI\ EHORZ LI WKLV LQIRUPDWLRQ LV VWLOO

\$XWKRULJLQJ 2IILFLDO \$2
\$2 7LWOH
\$2 3KRQH
\$2 (PDLO \$GGUHV

-DQH 'RH
'LUHFWRU

\$2B(PDLO#QHKD RUJ

. YHULI\ WKDW WKH LQIRUPDWLRQ GLV \$XWKRULJLQJ 2IILFLDO LQ \RXU RUJDQLJDWLRQ
<HV 1R 1R

3OHDVH SURYLGH XSGDWHG LQIRUPDWLRQ \$XWKRULJLQJ 2IILFLDO LQ \RXU RUJDQLJDWLRQ)XOO 1DP
\$GGUHV
\$XWKRULJLQJ 2IILFLDO 8SGDWH

3URYLGH XSGDWHG \$2 LQIRUPDWLRQ LI QHHGHG

5HVSRRG WR WKH TXHVWLRQ EHORZ WR VHH LUDFX DUHHYHOORJLHQQWW%DDV\$S'UDD

6HOI \$VVHVPHQW
'RHV \RXU MXULVGLFWLRQ KDYH D FXUUHQW 6HOI \$VVHVPHQW RI \$OO 1LQH 6V
.PSURYHPPHQW 3ODQ &6.3 " \$ FXUUHQW 6\$ LV RQH VXEPLWWHG WR)'\$ LQ \$XJX
<HV 1R <HV

&RQJUDWXODWLRQV %DVHG RQ \RXU DQVZHU WR WKH HOLJLHQQWW%DDV\$S'UDD
%DVH *UDQW

5HTXLUHG 2XWFRPH IRU D 7UDFN %DVH *UDQW

:RUN RQ 6WDQGDUGV

&RQLQXRXV ,PSURYHPPHQW LQ WKH 6WDQGDUGV DQG (OHPHQWV

3ODQV IRU (DFK 6WDQGDUG 6WDQGDUGV

\$V SDUW RI \RXU \HDU SURMHFW \RX DUH UHTXLUHG WR PDNH SURJUHVV WRZ
DPRXQW RI IRU WKLV ZRUN 3OHDVH GHVLJQDWH WKH HQG JRDO IRU HDFK

3URMHFW 6WDUW 'DWH
0XVW EH D GDWH EHWZHHO -DQXDU\ DQG 'HFHPEHU
6WDUW 'DWH

3URMHFW (QG 'DWH
0XVW EH D GDWH EHWZHHO -DQXDU\ DQG 'HFHPEHU
(QG 'DWH

,Q WKH ODVW \HDUV \$XJXVW RU ODWHU KRZ PDQ\ RI WKH 5HWDLO 3URJUH
SDSHUZRUN VXEPLWWHG WR DQG DSSURYHG E\)'\$" (QWHU D QXPEHU EHWZHHO
6WDQGDUGV 0HW

3URMHFW ,PSOHPHQWDWLRQ 3ODQ

<RXU 3URMHFW ,PSOHPHQWDWLRQ 3ODQ VKRXOG WDNH LQWR DFFRXQW ERWK W
RSWLRQDO DGG RQV ZKLFK PD\ LQFOXGH
5HTXLUHG 2XWFRPH IRU D 7UDFN %DVH *UDQW ± :RUN RQ 6WDQGDUGV
2SWLRQDO 2XWFRPH IRU D 7UDFN %DVH *UDQW :RUN 7RZDUG 0HHWLQJ 6
0HQWHH 2SWLRQDO \$GG 2Q
7UDLQLQJ 2SWLRQDO \$GG 2Q

3OHDVH FRPSOHWH WKH IROORZLQJ 3URMHFW ,PSOHPHQWDWLRQ 3ODQ 3,3 ILH

3URMHFW &RPSOHWLRQ 3ODQ IRU <RXU 7UDFN 'HYHORSPHQW %DVH *UDQW
3OHDVH SURYLGH D GHWDLOHG QDUUDWLYH RI DOO DFWLYLWLHV UHTXLUHG WR
SHULRG

6SHFLILF WR WKLV RXWFRPH
'HVFULEH KRZ \RX ZLOO PHDVXUH SURJUHVV DQG GHILQH PHDVXUDEOH LPS
'LUHFWO\ OLQN \RXU SURMHFW SODQV ZLWK SURJUHVV DQG LPSURYHPPHQW

3OHDVH '2 127 LQFOXGH D VWHS E\ VWHS OLWV RI \$FWLRQ 6WHSV 7DVNV 5HTX
ZLOO EH HQWHUHG LQ WKH QH[W VHFWRQ

(QWHU WH[W KHUH XS WR FKDUDFWHUV LQFOXGLQJ VSDFHV

\$FWLRQ 6WHSV 7DVNV 5HTXLUHG
3OHDVH XVH QXPEHUHG \$FWLRQ 6WHSV 6WHS 6WHS 6WHS HWF WR VXPF
SODQQHG RXWFRPHV IRU \RXU 7UDFN

Budget	Actual	Variance	Budget Period
0	1,200		12/2022
Total			1,200

7UDLQLQJ 2SWLRQDO \$GG 2Q %XGJHW :RUNVKHHW V

% XGJHW 3HULRG	% XGJHW	\$FWXDO
)66 7UDLQLQJ	WR	
&)3 7UDLQLQJ	WR	
7RWDO		

2QO\ UHTXLUHG LI WKH 7UDLQLQJ 2SWLRQDO \$GG 2Q IRU DWWHQGDQFH DW 5H ZDV VHOHFWHG DERYH

%XGJHW -XVWLILFDWLRQ 7UDLQLQJ 2SWLRQDO \$GG 2Q
 3OHDVH DGG VXIILFLHQW GHWDLO WR IXOO\ H[SODLQ DOO RI WKH FRVWV DQG I :RUNVKHHW V

(QWHU WH[W KHUH XS WR FKDUDFWHUV LQFOXGLQJ VSDFHV

5HTXHVVHG \$PRXQW

3OHDVH HQWHU

- IL[HG DZDUG IRU ZRUN WRZDUG 7UDLQLQJ 2SWLRQDO \$GG 2Q 6WDQGD
- ,I VHOHFWHG LQ WKH DSSOLFDWLRQ IL[HG DZDUG IRU ZRUN WRZDUG 6WDQGD
- ,I VHOHFWHG LQ WKH DSSOLFDWLRQ IL[HG DZDUG IRU UHTXHVVWLQJ W
- ,I VHOHFWHG LQ WKH DSSOLFDWLRQ XS WR IRU 5HWDLO WUDLQLQJ FRXU

0DILPXP 5HTXHVVHG DPRXQW LV LI DOO RSWLRQV DUH VHOHFWHG LQ WK 5HTXHVVHG \$PRXQW