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To: Prospective Participating Agencies

Re: Valuation of Your “In-Kind” Contributions for Maximum Impact

The New Jersey Food Stamp Nutrition Education Program (FSNEP) is funded by the United States Department of Agriculture, Food & Nutrition Service through a contract with the New Jersey Department of Human Services. As a non-federal governmental unit, your agency’s contributions to our program are appreciated, and do a great deal to support our program, both physically and financially.

Funds to operate FSNEP are secured through the identification of “matching” dollars via in-kind contributions from organizations like yours, whose funds do not originate from federal sources and are not matched to other grants or programs. The greater the amount of in-kind match that we can substantiate, the more resources we can expend to provide valuable nutrition education for people receiving Food Stamps in your community.

What is FSNEP “nutrition education” and who is eligible? The nutrition education offered through our program is designed to assist the food stamp eligible people in your community in improving their dietary behaviors, their food purchasing and food preparation practices, and their ability to access safe, nutritionally adequate, and culturally acceptable foods. Classes are taught by peer educators, recruited from the community and specially trained and supervised by Rutgers University through the Department of Nutritional Sciences. Our local representative will be happy to provide you with more information about our program upon request.

What are the different kinds of “match”? When you or your staff assist in providing nutrition education to Food Stamp recipients during our classes, or you provide photocopying, the use of building space, equipment, supplies, etc., the dollar value of those goods and services are “match.” Their dollar value is used by us to procure federal funding for our program. The more in-kind match we receive from your agency, the greater the amount of federal funds that we will receive to provide programming services in your agency and/or community to food stamp program participants and food stamp eligible populations.

How is the value of “match” determined? Non-profit agency contributions are valued according to guidelines provided by the federal government; while state, county, and municipal agency contributions are based on actual dollar values. In short, the more you help us, the more services we can bring back to your community. Our representative will work with you to document the value of your contributions. We will do all the paperwork, and present it to you for your approval and signature. For example, for personnel we will determine the amount of time spent, the salary they are paid, the fringe benefits they receive, and the indirect (or “facilities and administrative”) cost your agency contributes. Indirect costs are those costs that are not direct program expenses or purchases, e. g. depreciation, heating, utilities, etc. All these financial factors, considered together, take full advantage of the value of the contributions your agency is making to our efforts, and again, maximize the amount of services we are able to return to your community.

We look forward to having you join us as a partner in improving the lives of the many families, children, adults, and seniors who rely on obtaining the maximum nutritional benefit from their Food Stamp dollars. Thank you for your support.