



RHODE ISLAND

DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

DIVISION OF AGRICULTURE AND FOREST ENVIRONMENT

235 Promenade Street, Room 370

Providence, Rhode Island 02908

2022 SFMNP Bulk Purchase Produce Box Sign-up and Distribution Instructions

Change in Distribution Method:

This year the SFMNP is shifting from a coupon model to a produce box delivery model. This change was seen as necessary due to the unavailability of the bank to continue processing senior coupons and the amount of funds that have been increasingly returned to USDA at the end of each year. In 2021, over \$130,000 of coupons went unused by the SFMNP eligible population in RI during a time which the fight against food insecurity has become increasingly important.

Bulk Purchase Produce Box Distribution:

By utilizing a bulk purchase produce box distribution program, not only will the SFMNP be able to extend the time from which eligible participants can receive benefits under the SFMNP but also expand the reach of the program. The produce box deliveries will be distributed by Farm Fresh Rhode Island from April through December 31, 2022 to all locations that received senior coupons in past years as well as additional low-income senior apartments and eligible home-bound seniors.

The amount of produce boxes delivered will be determined by the number of eligible individuals that have signed the eligibility form, similar to how the senior coupons were distributed. At the time of delivery, each signed up participant will receive a \$20 box of local, seasonal produce which will contain approximately 5-7 items and weigh no more than 8lbs each. Additionally, information will be included in each box to provide recipes, information on the produce included, and storage information so that participants can make the best use of the produce they received.

Produce Box Delivery Instructions:

Locations that are interested in signing up and providing produce boxes to eligible RI seniors will email Ally Jennings (ally@farmfreshri.org) from Farm Fresh RI to set up a delivery date in advance of signing up eligible seniors. These locations will be assigned a delivery date on a first-come/first-serve basis through December 31, 2022, or until all SFMNP funds have been used, whichever comes first.

The locations which have been assigned a delivery date can begin to sign up eligible participants utilizing the "Income Eligibility Guidelines" form. On the first day of the month prior the location's delivery date, each location must report the final number of signed up participants to Farm Fresh RI (ally@farmfreshri.org) so they can gather and pack RI grown produce for the location's produce boxes. For example, if a location's delivery date is set for October 15th, the location will be able to collect eligibility forms until September 1st at which time the location will email the Farm Fresh RI.



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On the date and time of the agreed upon delivery, Farm Fresh RI will arrive and unload the truck of produce boxes so that the locations can provide them to the senior's that have previously signed up. Upon picking up the produce boxes, each participant who receives a box should sign the "SFMNP Log for Bulk Purchase" form to indicate they received their box. Once each location receives their delivery, they should either scan and email their eligibility and log forms to DEM.SFMNP@dem.ri.gov or mail them to the following address:

RI Department of Environmental Management
Senior Farmers Market Nutrition Program
235 Promenade Street, Room 370 Providence, RI 02908

Paperwork to Sign up Eligible Individuals:

For produce box sign-ups and deliveries, each location provided a delivery date from Farm Fresh RI should utilize the following items to sign up eligible participants at their location:

1. The Senior Farmers Market Income Eligibility Guidelines – Used by each location to determine the eligibility of participants and determining a total number of boxes to be delivered.
2. The RI SFMNP Log for Bulk Purchase Participants – Used by each location during the delivery of the produce boxes to indicate each signed up participant received their produce box as intended and to collect ethnic data as required by USDA which ensures the program remains equitable for all participants.
3. RI SFMNP Potential Produce Box Contents – This list provided by Farm Fresh RI will provide eligible participants with an idea of what to expect in their produce boxes depending on the month of delivery.