



DEC 06 2017

**United States
Department of
Agriculture**

Food and
Nutrition
Service

Northeast Region

10 Causeway St.
Room 501
Boston, MA 02222

Iwona Ramian, SNAP Administrator
Department of Human Services
57 Howard Avenue, LP Bldg. #57
Cranston, RI 02920

Dear Ms. ~~Ramian~~:

Iwona,

We are writing with reference to your agency's Supplemental Nutrition Assistance Program Education (SNAP-Ed) Allocation for Federal Fiscal Year (FFY) 2017. As you know the SNAP Nutrition Education and Obesity Prevention Grant Program is authorized under the Food and Nutrition Act of 2008, as amended by Public Law 113-79. Under Section 28 of Public Law 113-79, the program is to be allocated among States for two year grants using a statutory formula.

The Food and Nutrition Service (FNS) recently identified an error in the allocation formula which resulted in some States receiving too much funding while other States received slightly too little funding. Therefore, this letter serves to inform you that Rhode Island's (RI) revised allocation for FFY 2017, subject to the availability of Federal funds, is \$1,227,535, which is a reduction of \$8,959. The adjustment to recover the excess funds will be made to RI's General Award Document (GAD).

As part of the budget process, States are required to inform FNS by December 31st of the amount of its prior year allocation (FFY 2017) that will be carried-over into the current FFY as well as the amount of funds the State cannot or does not plan to obligate for SNAP-Ed activities by the end of FFY 2018. To assist States, FNS has enclosed the SNAP-Ed Carryover (Unobligated) Funds Report. Please complete and return this form to Pamela Griffin, SNAP-Ed Coordinator by December 31st, 2017.

In addition, since there has been a change in the State's FFY 2017 allocation, the State must submit a revised FFY 2018 Budget Narrative and Budget Summary. The Budget Narrative and Summary must include the amount of FFY 2017 funds carried-over into FFY 2018 incorporating the \$8,959 reduction in FFY 2017 funds. Please submit the Revised Budget Narrative and Budget Summary by January 31st.

States must use available funds from FFY 2016 or FFY 2017 allocations to pay for any FFY 2017 expenditures. FFY 2018 allocations may NOT be used to cover those costs. Please let us know as soon as possible if you do not have funds available from the two year period of performance, FY 2016-2017 to cover those costs.

FNS apologizes for the error and is looking to correct the amounts given to the States for the 2017-2018 grants. FNS understands the additional work this causes the State and thanks you for your understanding and assistance in correcting this error. Furthermore, FNS Budget Division is in the process of strengthening its review process to ensure that this error does not happen in FFY 2018.

We look forward to receiving the State's revised FFY 2018 SNAP-Ed Plan Budget Narrative and Summary. Thank you for your attention to this important issue. If you need assistance with this process or have any questions or concerns about this letter, please contact me or have your staff contact Pamela Griffin at 617-565-6478 or Pamela.Griffin@fns.usda.gov

Sincerely,

A handwritten signature in cursive script that reads "Bonnie A. Brathwaite".

Bonnie Brathwaite, Director
Supplemental Nutrition Assistance Program
Northeast Region

Enclosure

cc: Kimberly Nikolaidis
William O'Donnell

Supplemental Nutrition Assistance Program Education (SNAP-Ed) Carryover (Unobligated) Funds Report

As part of the SNAP-Ed budget process, all State Agencies (SAs) must inform the Food and Nutrition Service (FNS) by the end of the first quarter of each Federal Fiscal Year (FFY) (December 31) of the amount of its prior FFY year allocation that it cannot or does not plan to obligate for SNAP-Ed activities by the end of the *current* FFY (September 30).

FNS has identified \$508,848.51 of FFY 2017 SNAP-Ed funds that the SA has not drawn down.

By December 31, 2017, please inform your Regional SNAP-Ed Coordinator of any amount from the FFY17 authorized funds that your SA cannot or does not plan to expend or obligate for SNAP-Ed activities by September 30, 2017. Please note that any unobligated funds from the prior FFY should be used prior to expending your current FFY allocation.

Please complete the SNAP-Ed Unobligated Funds Template below and provide responses to questions 1-3 on Page 2. Please also respond to questions 1-3 on Page 2. Provide this report as an attachment to your SNAP-Ed Regional Coordinator by December 31, 2017. A glossary of terms is on Page 3. If you have any questions, please contact your Regional SNAP-Ed Coordinator.

Table: SNAP-Ed Carryover (Unobligated) Funds Template

		State: Rhode Island				
		Federal Fiscal Year 2018				
A	B	C	E	D	F	
Prior FFY	Corrected Total Federal Funds Authorized (Letter of Credit)	Total amount of FFY17 expenditures and obligated funds	Total FFY 17 Carryover <i>(Column B minus Column C)</i>	Amount of FFY17 Carryover to be used (expended or obligated) by September 30, 2017	Amount of FFY17 to be returned <i>(Column E minus Column D)</i>	
2017	\$1,227,535		\$	\$	\$0	

Supplemental Nutrition Assistance Program Education (SNAP-Ed) Carryover (Unobligated) Funds Report

1. Provide a brief explanation for any carryover (Column E) :

a. What challenges did you or do you continue to face, if any?

b. Briefly explain how you have changed your programming to address this in the coming year.

2. Do you plan to use the full amount of your FFY17 carryover by September 30, 2017 (Column E)?
 Yes No

If yes, skip Question 3. If no, continue to question 3.

3. How much of your FFY17 authorized funds do you expect to be returned (Column F)? Please explain the reason(s) these funds will be returned.

Supplemental Nutrition Assistance Program Education (SNAP-Ed) Carryover (Unobligated) Funds Report

Glossary of Terms

Carryover: Carryover is forwarding an unobligated balance of funds from current budget year to cover allowable costs in a future budget year. A carryover must be requested in support of activities aligned with a grantee's existing project goals and objectives to cover costs not already incurred by the recipient.

Expenditures: Charges made by a non-Federal entity to a project for which a Federal award was received.

Obligations: Orders placed for property and service, contracts and sub awards made, and similar transactions during a given period that require payment by the non-Federal entity during the same or future period.

Total Federal Funds Authorized: Federal funds authorized as of the reporting period end date (letter of credit)

Unobligated Balance: Unobligated balance means the amount of funds under a Federal award that the non-Federal entity has not obligated.