

SNAP and Community Food Security Program:

Nutrition incentive program guidance

Overview

The **Supplemental Nutrition Assistance Program (SNAP)** provides low-income families with a monthly benefit to purchase food. SNAP is a federal nutrition program and food retailers are authorized by the U.S Department of Agriculture (USDA) Food and Nutrition Service (FNS).

The Utah Department of Health and Human Services (DHHS) **Community Food Security Program (CFSP)** works to build a resilient local food system that ensures all Utahns have access to affordable, fresh, and culturally appropriate food by operating statewide nutrition incentive programs.

Each program within CFSP offers three-fold benefits:

1. **Families bring home more fresh, healthy food**
2. **Local farmers make more money**
3. **More food dollars stay local**

Accepting SNAP/EBT

Before participating in CFSP, a retailer must be authorized to accept SNAP.

To qualify, **a retailer must meet one of two criteria:**

1. **Variety:** Consistently stock a significant quantity of several “staple foods”.
2. **Volume:** More than 50% of total sales must come from eligible “staple foods”. Most sites qualify under this category. <https://www.fns.usda.gov/snap/retailer/staple-foods>
 - **Note:** Hot, prepared foods (e.g., a taco plate) or individual, ready-to-eat foods (e.g., an unpackaged cookie) are not SNAP eligible.

How the token model works

When possible, most markets choose to be authorized centrally with the whole market certified as the retailer, but qualifying individual producers may also be independently authorized. Accepting SNAP at a market usually follows a **centralized “Token” model** to simplify accounting:

1. **Swipe:** Shoppers swipe their EBT card at the market’s central information table and enter their PIN.
2. **Exchange:** Staff deduce the requested amount and provides the shopper with SNAP tokens.
3. **Shop:** Shoppers use tokens like cash to buy eligible food from approved vendors.
4. **Redeem:** Vendors return tokens to market management to be reimbursed.
5. **Deposit:** The USDA FNS automatically deposits the transaction funds into the market’s bank account.

CFSP nutrition incentive programs

Once SNAP-authorized, farm-direct retailers can apply for additional nutrition incentive programs.

Program	What it does	Benefit amount
Double Up Food Bucks (Double Up)	Matches SNAP EBT dollars 1:2 for fresh, locally grown produce.	Up to \$20 per day at farm direct retailers.
Senior Farmers Market Nutrition Program (SFMNP)	Provides coupons for low-income seniors to buy fresh fruit, veggies, herbs, and honey.	One \$50 coupon booklet per year for each eligible senior while supplies last.
Utah ProduceRx (PRx)	Healthcare providers “prescribe” fresh produce as medical treatment.	Up to \$300 in vouchers over the course of 6 months.

Requirement checklist

All sites must apply annually to participate in CFSP nutrition incentive programs.

CFSP application requirements

- **Business structure:** Must have a formal structure and responsible parties for licensing and contracts.
- **Documentation:** Provide a W-9 and a Unique Entity Identifier (UEI) from [SAM.gov](https://sam.gov)

Double Up requirements

- **SNAP authorization:** Must be currently or in the process of becoming a SNAP-authorized retailer.
- **Equipment:** Must have an EBT Processing machine and market-specific SNAP tokens.

SFMNP requirements

- **Farmers markets**
 - **Staffing:** Must have two designated staff members.
 - **Vendor management:** Collect SFMNP agreements and crop plans from participating vendors.
- **Individual farmers**
 - **Crop plan:** Submit a vendor crop plan every two years.
 - **Agreements:** Complete and return a vendor agreement to each market where you sell.

PRx requirements

- All farm direct retailers may operate, though matching with a clinic is not guaranteed.

Summary

It is important that all sites increase community access to their food products by enrolling to accept and support these critical food assistance programs. For additional information on food assistance programs and how to accept them, visit the resources listed below.

USDA FNS Farm Direct Retailer application: <https://www.fns.usda.gov/snap/farmer-producer>

Farmers Market Legal Toolkit (SNAP/EBT): <https://farmersmarketlegaltoolkit.org/snap/>

DHHS Community Food Security website: <https://dhhs.utah.gov/communityfood/>