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# WIC SPECIAL PROJECT INNOVATION GRANT

## Proposal Development Questionnaire

This questionnaire is intended for WIC agencies interested in applying for the WIC Special Project Innovation Grant. Interested applicants may use this tool to think through their projects to ensure they are innovative and meet the intent of the grant. Applicants should **not** submit their responses to this checklist to FNS or CSG, as it is for their internal use only.

How to think through your proposed project idea for the WSPI grant application:

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### 1. *Is this project focused on the certification of WIC applicants?*

- a. If yes, great!
  - b. If no, FNS cannot fund your project. Please ensure that your project ideas are focused on the improvement of the WIC certification process.
  - c. What constitutes a WIC certification project? A project that:
    - i. reduces wait time in the clinic
    - ii. reduces the certification appointment
    - iii. identifies ways to pre-screen applicants to ensure they are eligible
    - iv. reduces return trips to the clinic for certification
    - v. (please see other ideas provided by CSG in the RFA)
  - d. Here are some project examples that are **NOT** a certification function:
    - i. Shopping apps or tools
    - ii. Nutrition Education
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### 2. *Has your State agency ever implemented this project before?*

- a. If no, then your project may be innovative. Make sure that it falls within the definition of innovation as defined on page 5 of the RFA.
  - b. If yes, how can you turn this idea into something new? Innovation will be weighted heavily in the review process. See below questions:
    - i. What new technology can you develop or use?
    - ii. Are there any new collaborations you can include, like partnering with other social service or community organizations?
    - iii. Can you approach this project idea from a different angle, possibly targeting a specific population?
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### 3. *Are you aware of another State agency having implemented this project before?*

- a. If no, then your project may be innovative. Make sure that it falls within the definition of innovation as defined on page 5 of the RFA.

- b. If yes, that is possibly ok too. What did that agency not do that you can test in your State agency? How can you make the project innovative? See below questions:
- i. What new technology can you develop or use?
  - ii. Are there any new collaborations you can include, like partnering with other social service or community organizations?
  - iii. Can you approach this project idea from a different angle, possibly targeting a specific population?
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**4. Do you have a past or existing project that is focused on certification, but has not been evaluated for its impact?**

- a. If yes, WSPI can help you evaluate the project. Please contact CSG for more information.
  - b. If the certification project has been/is currently being evaluated, then FNS is not likely to fund a project that has already been done and evaluated.
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**5. Does your project follow current WIC Regulations?**

- a. If yes, great!
  - b. If no, then FNS cannot fund this project. Try to reframe your project to ensure it follows WIC regulations.
    - i. If you need assistance with this aspect, please contact CSG.
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**6. Does your project require special waiver authority to be conducted?**

- a. If no, great!
  - b. If yes, then FNS cannot fund this project as we cannot waive WIC regulations for this grant.
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**7. Is this project something that can be implemented in 15 months?**

- a. If yes, great!
  - b. If no, that is possibly ok too. Please contact CSG for assistance.
  - c. FNS can only fund a project for the time period of March 2021 – June 2022. If your project will take more time, then tell us how you will use the funds to get started and what measurements and outcomes we might be able to see for the allotted grant period. If you are asking us to fund the first part of a bigger project, please include a commitment from your State agency to fund the remaining part of the project, once the WSPI grant period is over.
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