



AGENDA OF THE SUSTAINABILITY COMMISSION

THURSDAY, JULY 16, 2026, 5:00 PM

In person at City Hall, Room 310.

Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/82469507408?pwd=M8rQe7lNAaLLamTejzSdgsDX2uq3NC.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 824 6950 7408

Passcode: 287060

If you wish to leave a comment for this public meeting, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

- I. Members: Chair- Christa Kananen, Vice Chair- Ned Dorff, Alder Joey Prestley, Julia Noordyk, Jenny Brinker, Daniela Beall, Jeanette Knill, Marissa Michalkiewicz, Staff person- Maria Otto

C. Approval of the Agenda.

- I. Approval of the agenda for the Thursday, July 16, 2026, meeting of the Sustainability Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the May 20, 2026 meeting.

E. Announcements.

- I. Daniela Beall will be moving out of state to be closer to family and this is her last Sustainability Commission meeting. Thank you for your service to the City of Green Bay!

2.

Nominations are now open for the 2026 Fox-Wolf Impact Awards!

Nominate here: <https://forms.gle/HBsGdQUGoXwsZnYr7>

These awards recognize outstanding individuals, communities, organizations, businesses, programs, and groups working to protect, restore, and sustain the water resources of the Fox-Wolf River Basin in Northeast Wisconsin. We encourage you to consider nominating a deserving partner, business, colleague, or community member making a meaningful impact in our watershed.

F. Regular Business.

1. Consideration with possible action to refer to the Parks Committee the proposed revisions to Section 28-3 of the Green Bay Municipal Code relating to the harvesting of edible plants, fruits, nuts, and seeds on City-owned park lands, as presented in the draft ordinance.

G. Informational.

1. Waste Reduction Workgroup Update
2. Climate Resilience Workgroup
3. Next Meeting: August 19, 2026

H. Adjournment.

1. Adjournment of the Thursday, July 16, 2026, meeting of the Sustainability Commission.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Sustainability Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Sustainability Commission
of the City of Green Bay

MEETING DATE

July 16, 2026

AGENDA ITEM # D.I

Approval of the minutes from the May 20, 2026 meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Sustainability Commission Minutes 05 20 2026



AGENDA OF THE SUSTAINABILITY COMMISSION

WEDNESDAY, MAY 20, 2026, 5:00 PM

In person at City Hall, Room 310.

Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/82469507408?pwd=M8rQe7lNAaLLamTeJzSdgsDX2uq3NC.1>

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B. Roll Call.

- I. Members: Chair- Christa Kananen, Vice Chair- Ned Dorff, Alder Joey Prestley, Julia Noordyk, Jenny Brinker, Daniela Beall, Jeanette Knill, Marissa Michalkiewicz, Staff person- Maria Otto

C. Approval of the Agenda.

- I. Approval of the agenda for the Wednesday, May 20, 2026, meeting of the Sustainability Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the April 16, 2026 meeting.

E. Announcements. -NONE

F. Regular Business.- NONE

G. Informational.

1. Healthy Habitat for All Workgroup Update
2. Community Engagement Workgroup Update
3. Waste Reduction Workgroup Update
4. Clean Energy Workgroup Update
5. Next Meeting: Wednesday, June 17, 2026

H. Adjournment.

1. Adjournment of the Wednesday, May 20, 2026, meeting of the Sustainability Commission.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Sustainability Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Sustainability Commission
of the City of Green Bay

MEETING DATE

July 16, 2026

AGENDA ITEM # F.1

Consideration with possible action to refer to the Parks Committee the proposed revisions to Section 28-3 of the Green Bay Municipal Code relating to the harvesting of edible plants, fruits, nuts, and seeds on City-owned park lands, as presented in the draft ordinance.

BACKGROUND

The Healthy Habitat for All workgroup first introduced this topic in the March 18, 2026 meeting of the Sustainability Commission. Workgroup members have consulted with the Resiliency Coordinator and Parks Director about drafting the ordinance amendment. The City's Law Dept. has reviewed the draft ordinance revision.

RECOMMENDATION

The Sustainability Commission recommends that the Parks Committee review and consider adoption of the proposed revisions to Section 28-3 relating to the harvesting of edible plants, fruits, nuts, and seeds on City-owned park lands.

FISCAL IMPACT

N/A

ATTACHMENTS

- I. Draft G.O. 14-26 Relating to harvesting in public parks and greenways

GENERAL ORDINANCE NO. 14-26

**AN ORDINANCE
AMENDING SECTION 28-3,
GREEN BAY MUNICIPAL CODE,
RELATING TO PROTECTION OF PARKS AND GREENWAYS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 28-3, Green Bay Municipal Code, is hereby amended to read:

Sec. 28-3. Protection of parks and greenways.

- (a) *General prohibitions.* No person shall play ball games, golf, archery, or paintball, or use any device which propels a projectile using the force of a compressed gas or a motorized toy in public parks and greenways, except in and upon areas designed for such purposes.

- (b) *Damage to or removal of plants.*

(1) In general. No person shall pluck, **remove**, or cause damage **or destroy** any flowers, plants, fungi, shrubs, or trees, **or any parts thereof**, growing in any public park or greenway. ~~No person shall pluck or remove any plant, or parts of a plant, including fruit and seeds, without permission~~ **written approval** of park staff **except as provided in subsection (2).**

(2) Harvesting: A person may harvest edible plants, or parts of plants, including fruits and seeds, from any public park or greenway, subject to the following requirements:

- a. Harvesting must be done by hand-picking.**
 - b. Harvesting must be done in small quantities for personal consumption.**
 - c. No person shall sell, or allow to be sold, any edible plant or parts of plants harvested or gathered on City-owned lands.**
 - e. No person shall use ladders, mechanical devices, or tools to assist in harvesting that cause damage to trees, plants, or soil.**
- (c) *Care of or removal of any living bird, animal, animal parts, or non-living objects.* No person shall mistreat or collect, remove from or add to (release of animals on site) from any City park or greenway any bird, animal, mammal, fish (outside of urban fishing regulations for the lagoon at the Wildlife Sanctuary), reptile, amphibian or insect, nor remove nests, feathers, pellets, dens, antlers, and bones (including any approved research project) without permission of park staff.
- (d) *Damage to or removal of property.* No person shall damage, deface, destroy, steal, take, or carry away any equipment used in or about the City parks and greenways. No person shall place equipment or items in parks and greenways (including, but not limited to, cameras, geo caches, deer stands, blinds, traps, etc.) without permission of park staff.

- (e) *Trail use in parks and greenways.* All persons are to remain on staff designated and marked nature trails for walking/hiking, and cross-country skiing. Biking shall only be allowed on trails so designated. After cross-country ski trails have been groomed for the season, no activity that damages the groomed trails shall be permitted (i.e., ski skating, snowshoeing, walking, etc.). Wildlife Sanctuary nature trails are not open for public biking, skate skiing, or snowshoeing. At the Wildlife Sanctuary, walking off of the trails is not permitted unless conducting an approved research project.
- (f) *Encroachment.* No property owner shall be allowed to intrude upon any public parks and/or greenways including, but not limited to, through the creation or extension of any mowing, physical structure, or flora above or below the surface of land, except as provided in Section 44-358.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2026.

APPROVED:

Eric Genrich, Mayor

[Date]



Report to the
Sustainability Commission
of the City of Green Bay

MEETING DATE

July 16, 2026

AGENDA ITEM # G.I

Waste Reduction Workgroup Update

BACKGROUND

Workgroup updates from June & July 2026.

RECOMMENDATION

To receive and place on file.

FISCAL IMPACT

ATTACHMENTS

1. NHWFPF Ending Wasted Food Program Request for Applications
2. Waste Reduction Workgroup_June-July 2026



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Ending Wasted Food Program

National Household Wasted Food
Prevention Project
(NHWFPF)

Request for Applications

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National Household Wasted Food Prevention Project (NHWFPF)

Request for Applications (RFA)

RFA No.: EWF-RFA-001

Key Information

Issue Date	May 15, 2026
Informational Webinar	May 28, 2026, 2:00-3:00 p.m. ET
Question Submissions Due	Questions accepted anytime and responded to on a rolling basis through August 14, 2026, 5:00 p.m. ET Responses to submitted questions will be posted on the grant website at grants.endingwastedfood.org
RFA Closing Date and Time	September 1, 2026, 5:00 p.m. ET
Grant Value	Innovator Grants: \$75,000 - \$300,000 Catalyst Grants: \$300,000 - \$750,000 Average grant size: ~\$300,000
Number of Grants	Approximately 15 total grants
Project Duration	Innovator and Catalyst Grants must begin on January 4, 2027, and must conclude by February 28, 2030. Grant Duration: 24 to 38 months.
Eligible Applicants	Nonprofits; local governments; Tribal governments; educational institutions; and others (<i>Additional details on eligibility can be found in Section 6. Eligibility below</i>)
Application Requirements (<i>Additional details provided in Sections 8, 9, and 12 below</i>)	Technical Application: ☐ Cover Letter ☐ Technical Narrative ☐ Leadership Letter(s) of Support ☐ Copy of current operating registration (certificate issued by the government to operate) ☐ Completed Monitoring and Evaluation Framework ☐ <i>Multi-organization applications:</i> Project Team Letter(s) of Commitment from partner organizations ☐ <i>Optional:</i> Unique Entity Identifier (UEI) number. This is not required for applications but will be required for awards. Organizations that do not already have a UEI must obtain one upon notification that a proposal has been selected for award. ☐ <i>Optional:</i> Annex of CVs of up to 5 proposed staff ☐ <i>Optional:</i> Additional General Project Letter(s) of Support Cost Application: ☐ Detailed budget, by cost category and funding year as applicable (see <i>ATTACHMENT 5 Budget Template</i>) ☐ Completed pre-award survey questionnaire (see <i>ATTACHMENT 6 Pre-Award Survey Questionnaire</i>) ☐ Copy of organizational Negotiated Indirect Cost Rate Agreement (NICRA) with the U.S. Government (if applicable). If the applicant does not have a NICRA, it may elect to apply the 15% de minimis indirect cost rate in accordance with 2 CFR 200.414.
Submission:	Applicants must submit their proposals electronically via the website (grants.endingwastedfood.org) by September 1, 2026, 5:00 p.m. ET

National Household Wasted Food Prevention Project (NHWFPF) Grants
Request for Applications (RFA)

1. Ending Wasted Food Within a Generation Program Overview

The Ending Wasted Food Within a Generation (EWF) Program includes three projects that will reduce wasted food in households, expand the market for compost, and do outreach and education to increase participation and decrease contamination in composting programs. The Program will be implemented through a coalition partnership that includes WRAP, the Ad Council, ReFED, the U.S. Composting Council, and the Institute for Local Self-Reliance. This RFA pertains to the first of the three projects: the National Household Wasted Food Prevention Project (NHWFPF).

American consumers spend more than \$762 (in and out of the home) per person every year on food that goes to waste according to the 2026 ReFed report, [Progress on the Plate](#). Additionally, consumers account for nearly 50% of food waste between their homes and restaurant dining. World Wildlife Fund, inc. (WWF) is administering community grants through the National Household Wasted Food Prevention Project (NHWFPF), to develop, launch, and implement a coordinated, nationwide effort to reduce wasted food in households by 10% per capita nationally and by 20% per capita in communities supported through grants by 2030.

The National Household Wasted Food Prevention Project will include:

- A national media campaign developed by the Ad Council, and
- Community grants

Both the national media campaign and community grants will focus on changing specific habits and behaviors to prevent wasted food in households. Grantees will design and deliver hands-on programs that build on the impact of the national media campaign and help households prevent wasted food and will address local barriers through structured interventions tailored to the communities they serve. Projects are encouraged to include, but do not need to be limited to, members of low-income, rural, and/or Native American communities.

Research has identified two audiences that both the national media campaign and the community grants will need to target: parents of children under 18, and young adults ages 18 to 35. Community grant activities must have enough depth and reach to make a meaningful impact, with clear measurement and reporting of results.

Key Definitions

Behavior is the way a person performs a task—their manner and/or habits.

Catalyst Grants support larger-scale projects that are ready to implement and can demonstrate effective household wasted food prevention strategies across a variety of communities. Catalyst applicants must demonstrate depth of community engagement and measurable household-level impact at each project site, not simply broad audience exposure. Catalyst awards may range from \$300,000 to \$750,000.

Local Community is the geographic area where a project will be implemented (e.g., city, county, state, etc.).

Innovator Grants support focused, creative, locally-tailored strategies to motivate target audiences to prevent wasted food. Innovator awards may range from \$75,000 to \$300,000.

Intervention is a structured action, program, or strategy designed to influence behavior, address barriers, and create positive changes.

Lead Applicant is the organization designated to submit a proposal and serve as the primary grantee, providing overall project management, financial oversight, compliance, and coordination for a multi-organization project.

National Household Wasted Food Prevention Project (NHWFPP) Grants
Request for Applications (RFA)

Low-Income Community is defined as a community in which the median household income is at or below 200% of the [Federal Poverty Level](#). The [Federal Poverty Level Calculator](#) is an optional resource that may be helpful. Applicants should use the most recently available federal poverty level data at the time of application.

Multi-organization Application is when more than one organization applies together for the grant. However, a lead applicant must be identified and is responsible for overall project management, compliance, and coordination.

Native American Community is a community that meets the definition of Native American pursuant to Section 2(9) of the Native American Graves Protection and Repatriation Act (25 U.S.C. 3001(9)). Communities identified as Native American mean communities of, or relating to, a Tribe, people, or culture that is indigenous to the United State (see also, [Tribes Recognized by the Bureau of Indian Affairs](#), for a list of federally recognized Tribes).

Rural Community is A) a local area with populations of 50,000 or less that has limited access to public or private resources commonly found in metropolitan areas; or B) located within non-metro counties, as defined by Office of Management and Budget (OMB) 2023. Non-metro counties include micropolitan (micro) areas, and “noncore” counties. (See USDA Economic Research Service [Rural Classifications - What is Rural? | Economic Research Service](#) for maps with additional details). This definition is used for the purposes of this program and may differ from other federal rural classification systems.

Supporting Organizations are organizations that contribute to or collaborate on the project but do not receive grant funds through this award.

Target Audiences are primary groups that the communications and outreach efforts are aimed at reaching (parents and children under age 18 and/or young adults aged 18 to 35).

Wasted Food Prevention is the exclusive focus of this grant program—helping households buy, store, prepare, and use food in ways that prevent food from being thrown away. Composting, anaerobic digestion, and other wasted food diversion strategies, while valuable, are outside the scope of this program and will not be funded.

2. NHWFPP Community Grants

WWF will award grants that support targeted, localized behavior change efforts to prevent wasted food in households, bringing the campaign's message directly into communities.

Grant-funded projects will serve one or both target audiences, similar to the national media campaign - parents of children under 18 and young adults ages 18 to 35. These grants aim to help American households save money and prevent wasted food by changing the everyday habits that lead to food being thrown away. Proposed projects must present a credible, measurable approach to reducing household food waste by 20% and include mechanisms for tracking target audience engagement and behavior before and after implementation.

Proposals are being sought for activities to prevent wasted food in households, such as:

- Designing and implementing behavior change interventions at the local level, using a clear strategy for reaching and changing the habits of target audiences. Education, peer engagement, service design, practical tools, and other approaches may all form part of the strategy;
- Developing or distributing food management or waste prevention tools (e.g., portion guides, inventory trackers, storage aids, or meal planning resources) that make it easier for households to adopt priority behaviors; and/or
- Actively engaging in a “community of learning” with the other grantees.

National Household Wasted Food Prevention Project (NHWFPF) Grants
Request for Applications (RFA)

Grantee Support

Community of Learning: The EWF Coalition is committed to supporting grantees with technical assistance, peer learning opportunities, and direct coaching throughout implementation. This includes helping grantees understand local context, generate insights, design effective interventions, measure impact, and refine programs. Grantees will participate in a shared community of learning to exchange experiences, lessons learned, and best practices, supported by practical tools and resources at each stage of the project.

Geographic Focus

The grants program supports work occurring within the United States and its territories. Projects may be local, regional, or statewide. Community grants can be administered by local governments (as defined by 2 CFR 200.1 which includes cities, towns, municipalities, counties, public housing authorities, school districts, and councils of government), nonprofit organizations, tribal governments, or institutions of higher education (e.g., private and public universities and colleges, including community colleges). *For the full list of eligible applicants, see Section 6. Eligibility.* Multi-site and national applicants, while eligible, must clearly identify the local communities and demonstrate that program activities will achieve meaningful depth of engagement within each location.

Grant Information

Applicants may propose a project corresponding to either an Innovator or Catalyst grant (see descriptions in *Section 4. Funding Opportunities* below) with a total budget ranging from \$75,000 to \$750,000. The average grant size is expected to be \$300,000 and the EWF Coalition anticipates awarding 15 or more grants across both grant types (Innovator and Catalyst). All projects will begin on January 4, 2027 and conclude no later than February 28, 2030. Smaller, targeted projects are eligible and encouraged to apply. Requests at or near the maximum grant amount will be considered for exceptional, high-impact projects with demonstrated capacity to deliver at scale.

Proposed projects must be 24 to 38 months in duration. All projects will begin on January 4, 2027 and conclude no later than February 28, 2030.

Applicants may apply as individual organizations or jointly as a multi-organization application led by one designated lead applicant.

In a multi-organization application, the lead applicant is the organization responsible for overall project management, compliance, and coordination. All multi-organization applications must be submitted by a single lead applicant and must include a detailed coordination plan describing how participating organizations will divide responsibilities, align on shared timelines, avoid duplication of effort, and communicate progress across the project team.

The lead applicant serves as the primary point of coordination for the project's joint work and as the primary point of contact with the EWF Coalition team. The lead applicant must include, as part of the overall budget, detailed budgets for each subrecipient organization. The combined total budget for multi-organization applications may not exceed \$750,000.

Organizations who are part of a multi-organization application but are not the lead applicant must have clearly defined roles and responsibilities and are accountable for delivering specific project activities funded under this award. Proposals involving multiple tiers of subgrants must clearly justify the approach and demonstrate sufficient management capacity, oversight mechanisms, local engagement, and risk controls commensurate with the complexity of the structure.

National Household Wasted Food Prevention Project (NHWFPP) Grants
Request for Applications (RFA)

The lead applicant serves as the primary point of coordination for the project's joint work and as the primary point of contact with the EWF Coalition team. The lead applicant must include, as part of the overall budget, detailed budgets for each subrecipient organization. The combined total budget for multi-organization applications may not exceed \$750,000.

Supporting organizations may be included as part of the application and may contribute expertise, coordination, data, outreach, or other in-kind support, but are not included in the project budget.

All awards are subject to the availability of funds. Proposed projects must be 24 to 38 months in duration and must be completed by Feb 28, 2030.

3. Project Requirements Overview

Since communities vary widely in food practices, attitudes toward waste, and awareness of the hidden costs of wasted food, the outreach program aims to support a wide variety of projects. Applicants must demonstrate a clear understanding of the communities they intend to serve and explain how outreach materials and program design will resonate effectively with the intended audiences. National organizations and multi-site applicants should describe how local context will be gathered and incorporated at each site, including any community advisory structures, local partnership arrangements, or site-level customization processes.

Projects are encouraged to include, but do not need to be limited to, members of low-income, rural, and/or Native American communities. Proposals serving these communities should clearly describe how program design, delivery channels, and trusted messengers reflect the lived realities of those households, including economic constraints, geographic access barriers, and cultural context.

Applicants should demonstrate a clear behavior change strategy that will prevent wasted food in the local community and describe efforts to extend national messaging through customized education, support, and outreach to the target audience(s). Grant recipients will employ interventions to drive behavior changes in communities with flexibility to design programs for the community's specific context.

Consistent Campaign Messaging

The EWF Coalition will leverage consistent, research-based messaging and branding across the NHWFPP. The Ad Council's national media campaign will build broad awareness and motivation among two target audiences: parents of children under 18, and young adults aged 18 to 35.

The NHWFPP grantees are responsible for converting the national messaging into action by delivering programs and interventions. Grantees will design and deliver activities that actively support households in these two target audiences within communities to change behavior. Wherever possible, grantees are expected to deploy and adapt the core materials, tools, and assets developed by the EWF Coalition, rather than creating entirely separate campaign systems or branding. This will strengthen consistency and cumulative impact across communities, while still allowing for meaningful local adaptation and innovation.

The EWF Coalition will convene a structured *Community of Learning* for all grant recipients throughout the program period. This will include quarterly virtual convenings (approximately 90 minutes each) to share progress, learnings, and challenges across the grantee cohort; an annual in-person summit for deeper peer exchange and technical sessions (at the annual [ReFED Summit](#)); and a shared digital workspace where grantees can access resources, post interim findings, and connect between sessions. Each grantee will be expected to contribute at

National Household Wasted Food Prevention Project (NHWFPF) Grants
Request for Applications (RFA)

least one documented case study or learning summary per grant year for inclusion in the shared portfolio. Participation in the Community of Learning is a grant condition, and grantees should reflect this time commitment in the project budgets. The EWF Coalition will provide facilitation and coordination; grantees are responsible for meaningful engagement and timely knowledge-sharing.

Toolkits will be made available to grantees which will include core intervention materials, templates, and branding assets designed to support consistent and effective delivery, alongside guidance on how these can be adapted for local use. Grantees should plan and budget for adapting, printing, and distributing materials rather than the development of entirely new communication assets for their local interventions. All materials and assets used by grantees — including fact sheets, guides, flyers, digital content, and practical household tools — should be plainly written, accessible, and culturally relevant. Grantees are encouraged to deploy and adapt shared tools developed by the EWF Coalition, while retaining the flexibility to tailor delivery to their local context. These may include meal planning templates, storage guidance, portioning aids, or other practical supports that help households adopt priority behaviors.

Priority Household Behaviors

Research shows the following behaviors are the most impactful and relevant to the target audiences:

- Plan meals;
- Maintain a grocery list and check before shopping;
- Store food in the best way to maximize product life;
- Prepare the right amount of food;
- Keep and use leftovers;
- Recognize when food is still good to eat; and
- Shift from impulse-driven purchasing to intentional decision making.

Successful projects will drive households to adopt one or more of these behaviors, prioritized based on what is most relevant to the community and partners. Projects may target multiple behaviors, and these behaviors can build across grant years in a deliberate sequence.

Selecting Behaviors and Interventions

Projects should deploy multiple interventions to drive adoption and demonstrate measurable effects at the household level.

Example project: A project targeting low-income households in a mid-size city might select “maintaining a grocery list and check before shopping” as the behavior for Year 1, focusing specifically on grocery list habits and inventory tracking, based on local knowledge that time pressure and lack of a simple system (not lack of motivation) are the primary barriers to overcome in improving behaviors associated with food purchasing. An intervention might combine distribution of a practical fridge inventory tool with a peer group challenge run through a local community center. In Year 2, they might move to proper food storage to maximize product life, building on the organizational habits developed in Year 1.

Projects should deploy multiple interventions to drive adoption and demonstrate measurable effects at the household level.

What Counts as an Intervention?

An intervention is a structured action, program, or strategy designed to influence behavior, address barriers, and create positive change. Strong proposals will combine multiple intervention types with particular attention to approaches that lower barriers to adoption of

National Household Wasted Food Prevention Project (NHWFPF) Grants
Request for Applications (RFA)

behaviors and make the behavior the easier choice. Interventions may include, but are not limited to:

Education and Training - Workshops, demonstrations, and instructional resources that build knowledge and practical skills around the focal behavior;

Communications and Messaging - Targeted outreach through digital, print, or in-person channels that reinforce behavior change using community-relevant framing;

Engagement and Modeling Norms - Community-based activities, peer networks, public commitment campaigns, behavior prompts and reminders, and trusted messenger programs that normalize and diffuse the desired behavior within the target population;

Service and Process Design - Modifications to systems, environments, or service delivery that lower barriers to adoption and make the target behavior easier to adopt; and

Physical Tools and Practical Resources - Development or distribution of tangible assets (e.g., fridge inventory trackers, portion guides, storage label kits, meal planning sheets) that directly support households in adopting priority behaviors. These materials can serve as standalone interventions or reinforce other approaches, and should be designed to reach and remain in use by target households

4. Funding Opportunities

There will be one application round with two grant types. Awards will be announced in the fall of 2026 and all grant projects will begin on January 4, 2027.

Innovator Grants

Innovator Grants support focused creative, locally tailored strategies to motivate target audiences to reduce wasted food. Innovator applications must demonstrate a deep understanding and history of local action and include mechanisms for capturing and incorporating lessons learned for future scaling of interventions can generate practical learnings for scaling. Innovator grant awards may range from \$75,000 to \$300,000.

Catalyst Grants

Catalyst Grants support larger-scale projects to implement household wasted food prevention strategies across a variety of communities. While multi-site and national organizations are eligible to apply, proposals must demonstrate depth of community engagement and potential for measurable household-level impact in each community. Catalyst award applicants may request \$300,000 to \$750,000.

Awards at or near the maximum amount will be reserved for applicants with demonstrated capacity to deliver significant, localized, measurable impact across communities.

Continued on next page...

National Household Wasted Food Prevention Project (NHWFPF) Grants
Request for Applications (RFA)

5. Timeline

- May 15, 2026: RFA released (grants.endingwastedfood.org)
- May 28, 2026 from 2:00p.m. - 3:00 p.m. ET: [Informational webinar](#) (*Webinar will be recorded and posted on grants.endingwastedfood.org*)
- August 14, 2026: Final day to submit questions for Q&A response
- September 1, 2026 5:00 p.m. ET: Application window closes
- Fall 2026: Anticipated notification of awards
- January 4, 2027: Start date for grants
- All grants must end by February 28, 2030

6. Eligibility

Eligible applicants must submit proposals that support targeted, localized behavior change efforts to prevent wasted food in households. Grant funded projects will serve one or both target audiences: parents of children under 18 and young adults ages 18 to 35.

Eligible applicants:

- Nonprofit organizations;
- Tribal governments (both federally recognized and state-recognized) and intertribal consortia as defined by Code of Federal Regulations (CFR) 40 CFR 35.504;
- Local governments (as defined by 2 CFR 200.1 – includes cities, towns, municipalities, counties, public housing authorities, school districts, and councils of government);
- Institutions of higher education (e.g., private, and public universities and colleges, including community colleges);
- U.S. Territories and States;
- Native Hawaiian organizations (as defined in Section 6207 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7517));
- The Department of Hawaiian Homelands; and
- The Office of Hawaiian Affairs.

Ineligible applicants:

- Individuals;
- For-profit businesses;
- Applicants must not be suspended, debarred, or otherwise excluded from participation in Federal programs, as reflected in the System for Award Management exclusion records, in accordance with 2 CFR 200.214. Applicants must also not be identified on applicable U.S. sanctions lists, including those maintained by the Office of Foreign Assets Control (OFAC).

7. Application Scoring Criteria

Applications will be reviewed based on:

1. **Administrative review:** Applications will first undergo an administrative review to confirm eligibility and completeness. This review is limited to determining whether:
 - The applicant is an eligible entity under the funding opportunity; and
 - The application package is complete and includes all required forms, attachments, and certifications submitted by the stated deadline.

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No evaluation of programmatic quality, merit, or competitiveness will occur during the administrative review. Only applications that are deemed eligible and complete will move forward to the technical and budget review. Incomplete or ineligible applications will not be reviewed further.

2. **Technical review:** Applications that pass the administrative review will undergo a technical review conducted by a review panel. The technical review will be scored using the evaluation criteria described in the table below.
3. **Budget review:** This review will assess reasonableness and cost-effectiveness, as described below in *Section 9: Cost Application Format* and include due diligence (financial and compliance) checks.
4. **Portfolio review:** Applications that meet the above requirements will then undergo a holistic review aimed at building a balanced portfolio and a broad range of geographies and local communities.

Grant Selection Scoring Rubric

All eligible applications will be scored against the 100-point scale Base Evaluation Criteria. Catalyst applicants will also be evaluated on an additional 50 points of Catalyst-specific Criteria. These additional criteria allow Catalyst applicants to demonstrate elevated readiness, capacity, regional influence, and overall eligibility for consideration as a Catalyst grantee.

All applicants may apply for **Catalyst** or **Innovator Grants**. Final selection of both types of grants will be based on type-specific rankings and the goals of covering a broad range of geographies and communities. Base Evaluation Criteria points for all applicants are provided in the table (see below). Applicants who would like to be considered for Catalyst awards should provide information relevant to the five Catalyst Criteria in addition to the Base Evaluation Criteria.

Base Evaluation Criteria	Points
Project Summary	10
Behavior Change Strategy	20
Technical Approach (project goals, objectives and workplan)	30
Data and Reporting	10
Leveraged Funds	5
Innovation	15
Capacity and Past Performance	10
Base Evaluation Total	100
Catalyst Criteria	Points
Impact and Influence	10
Network and Partnership Strength	10
Leadership	10
Program Readiness	10
Transferability and Scale	10
Additional Catalyst Criteria Total	50

Continued on next page...

8. Technical Application Format

Applicants will be required to submit a technical application describing the proposed project within the prescribed page limits (see *Section 12. Grant Application Document Checklist*). The technical application must include the following elements:

ALL APPLICANTS (both Innovator and Catalyst)

(1) Project Summary (10 points)

In a short abstract, describe the proposed project, including:

1. Compelling abstract describing the project's approach to reducing wasted food in households by 20% in the local community within the target audiences (parents of children under 18, and/or young adults ages 18 to 35).
2. Identify local community – the geographic area where the project will be implemented (e.g., city, county, state, etc.).
3. Identify benefitting low-income, rural, and/or Native American community zip code(s).
4. Applicant's organizational details. If submitting a multi-organizational application:
 - Identify the lead organization
 - Describe each organization's role and contribution

(2) Behavior Change Strategy (20 points)

Describe the specific behavior change logic behind the project. This section should explain:

1. Who the project is targeting, and why? Provide a profile of the actions these households are engaging in that result in wasted food and the behavior the project intends to change.
2. The specific households the project intends to reach within their local community, with reference to the national campaign's target audiences (parents of children under 18 and young adults ages 18–35). Reviewers will consider:
 - Is the target population clearly defined and appropriately sized for the proposed grant level?
 - Is there evidence of local insight into this population's barriers, motivations, and food management context?
 - What specific barriers prevent households from wasting less food? Are these barriers primarily about knowledge and skills (capability), environment and access (opportunity), or motivation and habit (motivation)? This analysis should be grounded in community evidence, not assumed from national data.
 - How will the proposed grantee and partners (if applicable) reach and influence them? What channels, relationships, or mechanisms will be used to ensure interventions engage and change the behavior of the target population, and not just raise awareness among them?
 - Does the applicant demonstrate existing relationships or access to the local community that would support effective delivery?
3. For each barrier identified, which intervention(s) directly address it? Strong proposals will demonstrate how interventions will drive desired behavior by overcoming barriers.
4. Briefly describe the evidence base or precedent for the chosen approach, including any similar projects showing this approach would be effective. This does not require academic citations; it may reference local pilots, practitioner experience, or comparable programs.

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5. State the expected outcomes as specific behavioral shifts, then connect those to the grant program's goal — a 20% reduction in wasted food.

(3) Technical Approach (30 points)

Project Goal and Objectives (10 points)

Describe the project's overall goal, objectives, and planned activities grounded in a clear, locally-informed behavior change strategy. Objectives should be specific, measurable, and time-bound.

Explain how the project will build on the impact of an over-arching national media campaign aimed at preventing wasted food by translating the message into real behavior change in your local community. Describe the interventions you will implement to help the target audience(s) change behavior around buying, storing, and using food.

The approach should reflect an understanding of the people you serve — their daily routines, household realities, economic pressures, and the local food environment. Address how factors like access constraints, shopping habits, storage challenges, and everyday decision-making have shaped your strategy.

Describe how the project will reach the target audience(s) through trusted communication channels and culturally relevant outreach and explain why those channels are the right fit for your local community.

If the project is building on an existing program, describe what has worked, what challenges remain, and how this project addresses those gaps.

Work Plan (20 points)

Describe your plan for implementing the project including how you will staff and manage the project and the role of each member of a multi-organization application or supporting organization(s) involved in achieving the project's objectives. Provide a detailed timeline outlining major activities, tasks, deliverables, and collaboration points. The work plan should align with the project activities and the proposed project budget.

Attached Letters of Support:

- A Leadership Letter of Support (from local or municipal government or tribal council leadership) is required for **all** applicants.
- Multi-organization applications must identify a lead applicant and participating partner organizations roles and responsibilities must be clearly delineated in the application. All organizations receiving funds from the grant must provide Project Team Letters of Commitment specifying their intent to partner with the lead applicant in the implementation of the grant project and their commitment to implement the activities described in the proposal.
- Applicants may provide General Project Letter(s) of Support from stakeholders

Letter(s) do not count toward page limits. See *ATTACHMENT 3: Letters of Support* for more information.

(4) Data and Reporting (10 points)

Describe how the project contributes to the NHWFPP goal of reducing household wasted food by 20 percent by 2030, and how this metric will be reported. Describe how other major objectives and outcomes will be measured. Outline data collection and tracking methods with clearly defined roles and responsibilities. Describe systems for measurement, quality assurance processes, and quarterly reporting procedures.

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Please download and complete the monitoring and evaluation framework found in *ATTACHMENT 2 Monitoring and Evaluation Framework*. The framework will be submitted separately so does not fall within page limit restrictions.

Note that:

- Any survey-based data collection, interviews, or focus groups of 10 (ten) or more people **may not** be charged to the award and must be funded or leveraged from non-award resources (see (5) Leveraged Funds below).
- Grantees must report any new jobs created that result directly or indirectly from grant-funded activities. Grantees should specify how they plan to estimate this in the application.
- The National Household Food Waste Tracking Study¹ is an example of a methodology to measure household food waste. Applicants are encouraged to think creatively about how to measure the reduction in household wasted food using methods which may be more suitable for their contexts.

(5) Leveraged Funds (5 points)

Leverage funds are encouraged but not required. In this section, describe any plans to secure and/or use non-award (leveraged) funding or in-kind resources to support project activities. Leveraged support may include but is not limited to private or non-federally funded grants, philanthropic funding, partner cost share, institutional resources, or documented in-kind contributions (e.g., staff time, access to existing datasets, or partner-led data collection).

Applicants should clearly explain the source(s) of leveraged support, how these resources will be used to carry out data collection or evaluation activities, and how they will complement award-funded work.

Applicants will also be evaluated based on the amount and type of leveraged resources to be provided, how they will obtain the leveraged resources, the likelihood the leveraging will materialize during grant performance, the strength of the leveraging commitment, and the role the leveraged funds/resources will play to support the proposed projects' activities, including surveys related to evaluation activities.

(6) Innovation (15 points)

Describe any innovative tools, models, or partnerships that the project will use. Applicants should demonstrate a willingness to try novel approaches and/or pilot test those approaches. This could include novel relationships or wasted food prevention strategies.

(7) Capacity and Past Performance (10 points)

Demonstrate the organization's ability to carry out the work, including organizational capacity to implement the project and relevant past donor- or grant-funded projects that demonstrate ability to achieve project goals and objectives at similar scale and complexity.

¹ Additional studies where the tracking study, also known as RECIPES (Resilient, Equitable, and Circular Innovations with Partnership and Education Synergies), was employed to track household food waste:
<https://onlinelibrary.wiley.com/doi/10.1002/jaa2.59>;
<https://www.sciencedirect.com/science/article/pii/S2352550924000150>

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Additional Narrative Requirements for Catalyst Projects Only

(1) Impact and Influence (10 points)

Describe the project's potential to influence behavior and practice beyond the immediate community. Describe how the project can serve as a model and demonstrate openness to testing new approaches that amplify education, outreach, or wasted food prevention.

(2) Network and Partnership Strength (10 points)

Describe the strength and depth of community and cross-sector partnerships supporting the project. Identify key partners and their roles in supporting the project's efforts to prevent wasted food in households. Partners could support projects by leveraging additional funds (i.e., providing in-kind resources), amplifying or extending outreach messages, or a commitment to data sharing (e.g., waste composition studies, survey data). Multi-organization applications should include a detailed coordination plan describing how parties will divide responsibilities, align shared timelines, avoid duplication of effort, and communicate progress across the group.

(3) Leadership (10 points)

Describe evidence of municipal or other community leadership support from one or more sectors (e.g., retail, academic, faith-based organizations, and/or cultural institutions). Explain how leadership engagement will support implementation and how the team has and will continue to engage with municipal or other community leadership to implement the grant.

(4) Program Readiness (10 points)

Describe existing or near-term wasted food prevention programs or pilots that position the project for immediate or imminent implementation. The proposed project must show a credible pathway to achieving measurable household behavior change at scale, building on existing infrastructure, partnerships, or prior program experience. Highlight any momentum or prior efforts that demonstrate readiness.

(5) Transferability and Scale (10 points)

Describe how the project could be replicated or scaled by other communities facing similar challenges. Describe how the project could be sustained beyond the life of the grant.

Additional notes:

Please utilize the formats provided in *ATTACHMENT 1 Technical Narrative Template* and *ATTACHMENT 2 Monitoring and Evaluation Framework* for your submission.

Applicants must also submit a Cost Application. See *Section 9 Cost Application Format* below for detailed information.

9. Cost Application Format

Applicants must provide a detailed budget covering all the proposed activities in the technical application. All budgeted expenses must be directly connected to the proposed scope of work and supported by appropriate description, basis for calculation and justification as described below.

Cost Application Requirements

Applicants must submit a complete, itemized project budget and budget justification as part of the application package. All budget information must be presented using the Budget Template provided in *ATTACHMENT 5 Budget Template* of this RFA.

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Note: Applications that do not use the required budget template, or that submit incomplete or insufficient budget information, will be deemed non-responsive and will not be considered for funding.

The proposed budget must:

- Itemize all anticipated costs by category;
- Clearly correspond to the proposed scope of work;
- Reflect costs that are reasonable, allowable, allocable, and necessary in accordance with [Title 2 of the Code Federal Regulations, Part 200](#) (2 CFR 200); and
- Include clear, concise budget justification narratives for each cost category. Use the Budget Notes column in the budget template to briefly explain the purpose of each cost, how it supports the project, and how the amount was estimated.
- Use rates that reflect a January 2027 start date.
- Are rounded to the nearest dollar (\$1.00)

Eligible Costs

Eligible costs may be incurred only during the grant period, beginning on the date the grantee receives a Notice to Proceed from WWF.

Allowable costs include, but are not limited to, the following categories:

(1) Personnel Costs

Salary for staff who directly support the project is allowable for the proportion of time spent on grant activities. Personnel costs should include at least one staff member responsible for managing project activities at a minimum of 20% level of effort (approximately 8 hours per week). Compensation must be consistent with the organization's established payroll practices and supported by appropriate documentation of time and effort.

(2) Fringe Benefits

Fringe benefits for staff who directly support the project are allowable for the proportion of time spent on grant activities. Fringe benefits must be provided in accordance with the organization's established written policies, applied consistently to both federally funded and non-federally funded activities, and be reasonable and allocable in accordance with 2 CFR 200.431. Allowable fringe benefits may include, but are not limited to, employer contributions for: health insurance, retirement, payroll taxes, and paid leave.

(3) Travel

Project-related travel is allowable when justified and consistent with federal travel cost principles as outlined in 2 CFR 200.475.

Applicants **must** budget for one to two people per organization per year of the grant to attend an annual convening held the day prior to and at the location of the [Annual ReFED Food Solutions Summit](#). Applicants need to budget for registration fees for the Summit which are capped at \$500 per person. The registration fee does not include travel or lodging costs. The summit is usually held in May or June each year and would occur over 4 days.

(4) Supplies and Materials

Costs for supplies that directly support project activities include, but are not limited to:

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- Outreach and education materials (printed items, toolkits);
- Curriculum-related products (digital or physical);
- Office and meeting supplies (paper, notepads, easels, etc.);
- Food-storage containers and food-safety materials; and
- Laptops, computers, tablets, or software required for project activities with a per-unit cost below the equipment threshold.

General-purpose IT or communication costs should be recovered through the indirect cost rate. These costs may only be charged as direct costs if they are specifically and exclusively attributable to a single project activity.

Supplies may also include tangible personal property with a per-unit acquisition cost below \$10,000. In accordance with 2 CFR 200.1, "Supplies" are defined as all tangible personal property other than equipment. Equipment, as defined in 2 CFR 200.1, is not an allowable cost under this funding opportunity.

(5) Contractual

Contractual costs may include consultant or vendor agreements for: curriculum development, design and communications, social media content development, translation or formatting services, honoraria for guest speakers, and accessibility adaptation services ([508 compliance](#)).

(6) Other

(6.1) Meetings and Workshops

Costs associated with meetings, workshops, or convenings that strengthen skills or resources needed to meet project goals are allowable when directly tied to project objectives. Examples include training and technical assistance activities conducted through convenings or workshops.

(6.2) Other Direct Costs (ODCs)

Other direct costs include but are not limited to:

- Rental costs for space, utilities, and facilities that are directly used for the project and that remain cost-effective throughout the grant period are allowable;
- Leasing office space, equipment, vehicles, or facilities necessary for the project is allowable when directly allocable; and
- Project-specific communication costs not otherwise captured under Supplies or Contractual.

(7) Indirect Costs

Indirect costs are allowable in accordance with 2 CFR 200, provided they are charged using either the organization's federally negotiated indirect cost rate agreement (NICRA) or, if the applicant does not have one, the de minimis rate (currently at 15% of Modified Total Direct Costs) as permitted under 2 CFR 200.414.

Ineligible Costs

The following costs are unallowable under U.S. Government (USG) General Terms and Conditions or federal cost principles and may not be charged to this grant. Ineligible costs include, but are not limited to:

(1) Food for consumption: Meals, snacks, or refreshments for events.

(2) Advertising and public relations costs: General promotions serving a grantee's public image rather than the specific goals of the grant.

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- (3) **Marketing items and giveaways:** Swag, door prizes, or promotional goods.
- (4) **Prizes and monetary awards:** Gift cards, cash awards, vacations, hotel stays, spa packages.
- (5) **Monetary assistance:** Loans, cash assistance, or similar transfers.
- (6) **Capital expenditures and improvements:** Construction, property improvements, or major facility upgrades.
- (7) **Lobbying:** Activities intended to influence government action.
- (8) **Costs not related to the project/personal use:** Personal items or goods/services for personal use.
- (9) **Alcoholic beverages:** Unallowable under all circumstances.
- (10) **Entertainment costs:** Amusement, diversion, social activities, and associated expenses.
- (11) **Fines and penalties:** Expenses arising from violations of laws or regulations.
- (12) **Equipment and related costs:** Equipment, as defined in 2 CFR 200.1, is not allowable under this funding opportunity. This includes the purchase, lease, and upkeep (including repair and maintenance) of equipment.

Important Restriction - Data Collection Costs

Costs associated with surveys, interviews, or focus groups involving 10 or more respondents may not be charged to this award due to Paperwork Reduction Act requirements. Applicants who intend to use surveys as the primary measurement method must demonstrate a non-award funding source for those costs in the budget (*see Section 8.5 Leveraged Funds above*).

The EWF Coalition will provide guidance on approved measurement methods during onboarding.

10. Grant and Financial Compliance Requirements

All awardees must adhere to standard federal financial management practices consistent with USG federal requirements and remain in good financial standing throughout the grant period. Compliance with these requirements is a condition of receiving and maintaining a subaward issued by WWF under a federal-funded program.

Pre-Award Financial Assessment

All award finalists are required to participate in a financial assessment session with WWF prior to final award issuance. This assessment allows WWF to:

- Verify compliance with basic federal subgrant requirements
- Assess the organization's financial management capacity
- Determine the appropriate level of financial monitoring and technical support needed during the grant period

Unique Entity Identifier (UEI)

A Unique Entity Identifier (UEI) is required to receive a federal subgrant under this program.

Applicants are not required to complete full registration in the System for Award Management (SAM.gov) to receive a subgrant from WWF, however, applicants must obtain a UEI through SAM.gov using the UEI-only request process.

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Applicants that do not currently have a UEI are strongly encouraged to begin the application process at the time of proposal submission. A valid UEI must be obtained and submitted to WWF prior to execution of a grant agreement.

Guidance for obtaining a UEI is included in *ATTACHMENT 4 Instructions for Obtaining a UEI*. Applicants who need assistance obtaining a UEI should contact the Federal Service Desk at fsd.gov.

Expense Tracking and Recordkeeping:

Grantees must implement reliable financial systems to:

- Track all grant-related expenditures;
- Maintain records of financial transactions, including invoices, receipts, and supporting documentation; and
- Ensure records are available for monitoring, reporting, or audit purposes.

Procurement (Acquiring Goods or Services)

All procurement conducted using grant funds must comply with 2 CFR 200.318-200.327, including general procurement standards and methods of procurement.

- Micro purchases ($\leq$ \$15,000 per transaction)
 - May be made without competitive quotations provided prices are reasonable, and purchases comply with federal guidelines.
- Simplified acquisitions ($>$ \$15,000 per transaction)
 - Require price or rate quotations from an adequate number of qualified sources.
- Procurement limitations
 - No individual procurement transaction under this RFA may exceed \$50,000 without prior written approval from WWF.

Grantees must maintain transparent and competitive procurement practices and retain documentation that clearly justifies procurement decisions.

Compliance Documentation:

Grantees must maintain complete and accurate documentation demonstrating compliance with federal grant requirements, including financial records, procurement files, and required reports. All grantees are responsible for timely, accurate communication and reporting throughout the grant period.

Financial Reporting:

Grantees must prepare and submit financial reports that:

- Clearly detail how grant funds were used; and
- Comply with format and content requirements as per WWF and 2 CFR 200.

Programmatic Reporting:

Grantees must submit quarterly narrative reports that:

- Highlight key achievements, milestones, and lessons learned; and
- Track progress toward grant objectives, including relevant performance metrics (e.g., percentage reduction in household wasted food and success stories)

Compliance with Federal Regulations:

Grantees must understand and comply with 2 CFR 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) and EPA's supplemental

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regulations in 2 CFR Part 1500. All grant-funded activities must be conducted in accordance with WWF guidance to fulfill the federal requirements. For questions related to grant or fiscal compliance, applicants are encouraged to submit their questions to EWf.rfa@wwfus.org. (See *Section 13. Application Support below*).

11. Award Structure, Support, and Required Deliverables

This section describes the award structure for successful applicants and the commitments and deliverables required of all grantees under this award.

What the Grant Award Will Include

WWF will issue a grant award to selected applicants. Each award will include the following components:

- **Grant Funding.** Subject to availability of funds, WWF will provide grant funding consistent with the approved proposal and budget. Funds will be administered in accordance with federal cost principles and USG award terms.
- **Dedicated Project Support.** WWF, through the EWF Coalition Team, will provide ongoing, one-on-one technical assistance throughout the grant period. Support may include assistance with project implementation, reporting, learning activities, and connections to relevant resources and partners.

NOTE: Although grant recipients are responsible for developing and executing an approved monitoring and evaluation plan, WWF, through EWF coalition partners, can provide grantee monitoring and evaluation support. This could include coaching or technical assistance on how to implement the grantees monitoring and evaluation plan. In addition, the EWF Coalition will provide support in the form of data cleaning and analysis as part of grantee efforts to evaluate the efficacy of the community-specific campaign deployment in reducing household food waste (i.e. the Project Goal). However, grant recipients are responsible for developing and executing a plan to collect primary data to estimate the reduction of household food waste, and to do so using funds external to this project if the collection of self-reported consumer survey data is proposed similar to that of the National Tracking Survey (see *Section 8.4 Data and Reporting* for more details on measuring the Project Goal, including which methods are allowable). Data would need to be collected both before and after deployment of the local campaign, in coordination with local community contacts.

- **Community of Learning.** WWF, through the EWF Coalition Team, will convene a community of learning to support peer exchange, knowledge sharing, and coordinated progress toward shared goals. Grantees will have opportunities to participate in structured learning sessions, discussions, and convenings designed to accelerate impact and innovation.

Grantee Commitments and Required Deliverables

As a condition of receiving a grant under this program, grantees are required to meet the following commitments and deliverables:

- **Project Implementation.** Grantees must implement the approved project in accordance with the proposal, budget, and executed grant agreement. Grantees are expected to monitor progress regularly and adjust activities as needed to achieve project goals.

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- **Participation in Training and Convenings.** Grantees are required to participate in regional and local training, learning activities, and convenings facilitated by the EWF coalition team. For each year of the project, grantees must budget for one to two project team members to attend the annual [ReFed Food Solutions Summit](#) (see *Section 9. Cost Application Format*).
- **Regular Check-Ins.** Grantees must participate in at least monthly one-on-one check-ins with an EWF Coalition team member. These check-ins will be used to share project updates, request technical assistance, and contribute information for required reports and success stories.
- **Quarterly Programmatic Updates.** Grantees must submit quarterly programmatic updates describing major activities, achievements, challenges, and lessons learned. Reports will address progress toward project objectives and include relevant metrics, such as household wasted food prevention indicators, curriculum development, communications and outreach efforts, and education events.
- **Financial Reporting and Compliance.** Grantees must comply with all financial management, reporting, and documentation requirements as prescribed in the executed grant agreement. This includes submitting financial reports in the format and frequency specified and maintaining adequate records to support allowable grant expenditures.
- **Evaluation and Learning.** Grantees are required to assess project outcomes against stated objectives and document the effects of grant-funded activities on households in the community or communities served. Grantees will work collaboratively with EWF partners to access and evaluate data as it becomes available and in accordance with the approved monitoring and evaluation plan. This information will support continuous improvement, accountability, and shared learning across the cohort.
- **Community Engagement.** Grantees must engage households in the target audience(s) in the local community(s) to better understand behaviors, needs, and barriers related to the prevention of wasted food. A comprehensive engagement plan is not required at the time of application. WWF will provide training, tools, and technical support related to community engagement on a rolling basis.
- **Project Documentation.** Grantees must document project activities through photos, videos, and written materials and share these with the EWF team for use in award updates, success stories, and other communications. Grantees must also maintain appropriate programmatic documentation of activities, outputs, and outcomes.
- **Progress Toward Project Goals.** Grantees must demonstrate steady progress toward the goals and milestones outlined in the approved application and work collaboratively with the EWF team to refine implementation approaches and maintain alignment with the approved budget.
- **Job Creation Tracking.** In addition to reporting against project outcomes and objectives (see the M&E table – *ATTACHMENT 2 Monitoring and Evaluation Framework*), grantees are required to report on any new jobs created in the focus communities or municipalities that result directly or indirectly from grant-funded activities. Grantees should specify how they plan to estimate this in the application.

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12. Grant Application Document Checklist

Technical Application:

- ☐ Cover Letter (1 page, does not count towards page limits)
 - Must be signed by an authorized representative of the lead applicant organization
- ☐ Technical Narrative (10 pages max for Innovator or 15 pages max for Catalyst Grants):
 - The Technical Narrative is to be submitted as a single word document or PDF file following the structure of the requirements in *Section 8 (use ATTACHMENT 1 Technical Narrative Template)*. The document must use standard margins; all font sizes must be 11 point font or larger, and all figures and tables must be legible.
- ☐ A Leadership Letter(s) of Support is required for all applicants (see *ATTACHMENT 3: Letters of Support*. Does not count towards page limits).
- ☐ Copy of current operating registration (Certificate issued by the government to operate. Does not count towards page limits).
- ☐ Completed Monitoring and Evaluation Framework (*use ATTACHMENT 2 Monitoring and Evaluation Framework*. Does not count towards page limits).
- ☐ Multi-organization applications require Project Team Letters of Commitment from each partner organization (see *ATTACHMENT 3: Letters of Support*. Does not count towards page limits).
- ☐ *Optional*: Unique Entity Identifier (UEI) number. This is not required for applications but will be required for awards. Organizations that do not already have a UEI must obtain one upon notification that a proposal has been selected for award (see *ATTACHMENT 4: Instructions for Obtaining a UEI*).
- ☐ *Optional*: Annex of CVs of up to 5 proposed staff (max 2 pages each, which do not count towards page limits).
- ☐ *Optional*: Additional Letters of Support, such as a General Project Letter of Support (see *ATTACHMENT 3: Letters of Support* which do not count towards page limits).

Cost Application: The Cost Application package must be submitted separately from the Technical Narrative (see *Section 9. Cost Application Format*). Applicants must develop budgets in accordance with allowable and unallowable cost requirements also described in Section 9 Cost Application Format. The total proposed budget must not exceed the amounts noted in *Section 5: Funding Opportunities*.

- ☐ Detailed budget by cost category and funding year, as applicable (see *ATTACHMENT 5 Budget Template*)
 - Please submit total budgets rounded to the nearest dollar (\$1.00)
- ☐ Completed pre-award survey questionnaire (see *ATTACHMENT 6 Pre-Award Survey Questionnaire*)
 - Please note the general documentation required as part of this questionnaire.
- ☐ Copy of organizational Negotiated Indirect Cost Rate Agreement (NICRA) with the U.S. Government (if applicable). If the applicant does not have a NICRA, it may elect to apply the 15% de minimis indirect cost rate in accordance with 2 CFR 200.414.

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13. Application Support

Question-and-Answer Period

The question-and-answer period is now open and available on the grants.endingwastedfood.org website through 5:00 p.m. ET on Friday, August 14, 2026. All questions must be submitted to EWF.rfa@wwfus.org. Questions will be reviewed and addressed on a rolling basis. Questions and responses will be posted publicly on the website and may be updated as needed. It is each applicant's responsibility to check the grants.endingwastedfood.org web page for the most up-to-date information.

Webinar

WWF will host an informational webinar on May 28, 2026, from 2:00 p.m.-3:00 p.m. ET. Visit grants.endingwastedfood.org or [register](#) for the webinar directly. The session will be recorded and made available on the grant web page.

Budgeting Office Hours

To support applicants during the application window, we will offer optional budgeting office hours Tuesdays and Thursdays from 2:00 p.m.-4:00 p.m. ET throughout the application period. Applicants interested in participating must schedule time in advance using the following link: <http://tiny.cc/pi93101>.

Office hours are intended to provide guidance on budget design only and will not include technical assistance or feedback on project concepts or proposals. If the Tuesday and Thursday office hours are not feasible, applicants may email EWF.rfa@wwfus.org to request a meeting outside of these times; however, accommodation outside of scheduled office hours cannot be guaranteed. Use of office hours does not confer any advantage in the review process.

14. Terms and Conditions

This award will be issued as a subaward under a program funded by the U.S. government. Recipients will be subject to the terms and conditions set forth in the subaward agreement, including applicable federal and Agency requirements. These will include, but are not limited to:

- Anti-terrorism and anti-money laundering compliance;
- Environmental and social safeguards;
- Paperwork Reduction Act;
- Intellectual property rights (if relevant); and
- Reporting requirements.

15. Attachments

- ATTACHMENT 1 Technical Narrative Template
- ATTACHMENT 2 Monitoring and Evaluation Framework
- ATTACHMENT 3 Letters of Support
- ATTACHMENT 4 Instructions for Obtaining a UEI
- ATTACHMENT 5 Budget Template
- ATTACHMENT 6 Pre-Award Survey Questionnaire

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ATTACHMENT 1 Technical Narrative Template

Innovator Grants: 10 pages max. Catalyst Grants: 15 pages max.

Project Name:

(1) Project Summary (10 points)

(2) Behavior Change Strategy (20 points)

(3) Technical Approach (30 points)

Project Goal and Objectives (10 points)

Activities and results for each objective must be included in the narrative.

Work Plan (20 points)

Responsible party role for each activity/task should be identified (e.g., project manager, X organization).

Activity/Task	Objective	Timeline (MM/YY)	Responsible Role (organization affiliation)

(4) Data and Reporting (10 points)

(5) Leveraged Funds (5 points)

(6) Innovation (15 points)

(7) Capacity and Past Performance (10 points)

Additional Categories for Catalyst Projects

(1) Impact and Influence (10 points)

(2) Network and Partnership Strength (10 points)

(3) Leadership (10 points)

(4) Program Readiness (10 points)

(5) Transferability and Scale (10 points)

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ATTACHMENT 2 Monitoring and Evaluation Framework

Monitoring and Evaluation Framework	Indicator	Methodology	Baseline	Target	Funding	Assumptions/ Risks
Goals: Reduce wasted food in households by 20% per capita in communities supported through grants by 2030 ²	Change in the amount of household wasted food generated per capita in local community (in tons).	How do you plan to measure the indicator?	Please provide a baseline (existing or proposed).	End of project target (in tons)	How will you fund the measurement of the indicator? Remember that WWF funding cannot be used for surveys. If a survey is the preferred method, please demonstrate through leverage.	Please list any assumptions/ risks
Outcomes: What are the changes to behaviors, attitudes, competencies, or systems you expect from your intervention? List 1-2						
Outputs: What are the products, outputs, and/or deliverables resulting from these activities?						
Activities: What are the specific interventions that will lead to the identified outcomes and outputs above?						

² Please refer to Section 8.4 (Data and Reporting) for more details on measuring the Project Goal, including which methods are allowable.

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ATTACHMENT 3: Letters of Support

Letters of Support are required for grant applications. These letters demonstrate that your partners are committed to and invested in your project.

Always Required:

- **Leadership Letter of Support.** Every project must include one or more Leadership Letter(s) of Support to demonstrate committed leadership support. This letter could be from municipal leadership, tribal council, or city council member(s), as appropriate. This ensures local leadership is aware of your application and prepared to support the project's efforts.

Required for Multi-Organization Applications:

- **Project Team Letters of Commitment.** Every organization listed in the Project Team Information section that would receive funding in a multi-organization application must submit a letter of commitment that includes the project team scope of work. Letters from unfunded collaborators are recommended but not required. At least one partner is expected to represent one of the following:
 - Community leadership
 - Tribal Council
 - Non-profit organization
 - School or educational partner
 - Grocery store or food retailer
 - Municipal/county departments/groups (e.g., Food Policy Council)
 - Other food system partner

Recommended:

- **General Project Letter of Support.** Strong grant applications demonstrate broad community backing. Since systems-change efforts succeed through wide-ranging support, letters from key stakeholders (including legislators, community leadership, school districts, community organizations, and residents) are highly recommended. Letters from representatives whose support is critical to the project's success are especially encouraged, as are letters from community partners who can speak to the applicant's and project's integration into the community.

Other Tips:

- **Start early.** Gathering letters of support takes time, so begin reaching out as soon as possible.
- **Pre-fill the templates.** Before sending templates for completion and signature, fill in key details such as your organization's name and project title to save time and ensure consistency.
- **Align your Project Team Letter of Commitment with your application.** The scope of work described for each partner needs to match exactly what is outlined in the application narrative.
- **Gather broad support.** General Project Letters of Support are recommended to demonstrate wide-ranging confidence in your project among key stakeholders and supporters.

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TEMPLATE: Leadership Letter of Support

[DATE]

[ADDRESS]

Dear Ending Wasted Food Committee,

[Leadership] is pleased to submit this Letter of Support for the [Lead Applicant Organization's] grant application for the Ending Wasted Food Award, [Project Title].

[Leadership] is committed to ending wasted food in our communities, and this project aligns well with existing efforts to *[list a few relevant efforts]*.

This initiative represents an exciting opportunity to advance meaningful change, and [Leadership] commits to *[list the work you will perform for this project]*.

[Leadership] looks forward to supporting [Lead Applicant Organization] should this grant be awarded.

Sincerely,

[Signature]

Name

Title

Phone Number

Email

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TEMPLATE: Project Team Letter of Commitment

[DATE]

[ADDRESS]

Dear Ending Wasted Food Committee,

[*Organization name*] is pleased to submit this Letter of Commitment for the [*Lead Applicant Organization's*] grant application for the Ending Wasted Food Award, [*Project Title*].

[*Organization's*] mission is to [...]. This project aligns well with existing efforts to [*list a few relevant efforts*].

As an enthusiastic participant in this innovative work, [*Organization Name*] commits to [*list the work you will perform for this project*] in support of improving the food system and advancing efforts to end wasted food.

Should [*Lead Applicant Organization*] be awarded this grant, [*Organization Name*] looks forward to a strong and impactful partnership.

Sincerely,

[Signature]

Name

Title

Phone Number

Email

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TEMPLATE: General Project Letter of Support

[DATE]

[ADDRESS]

Dear Ending Wasted Food Committee,

[I/Organization] [am/is] pleased to submit this Letter of Support for the [Lead Applicant Organization's] grant application for the Ending Wasted Food Award, [Project Title].

[Briefly describe your role and why ending wasted food matters to you - or, if writing as a community partner, describe your role, your ability to speak to the applicant's community impact, and why this work is important to you.]

This project merits funding because *[describe a few ways it will benefit your local food system and/or community]*.

Should [Lead Applicant Organization] be awarded this grant, [I/we] look forward to following its progress and offering support as needed. *[Optional: add any specific ways your organization would contribute if the project were funded.]*

Sincerely,

[Signature]

Name

Title

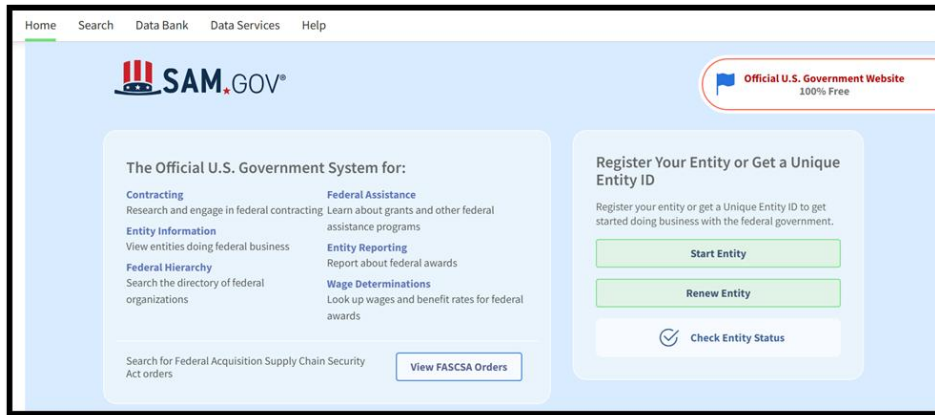
Phone Number

Email

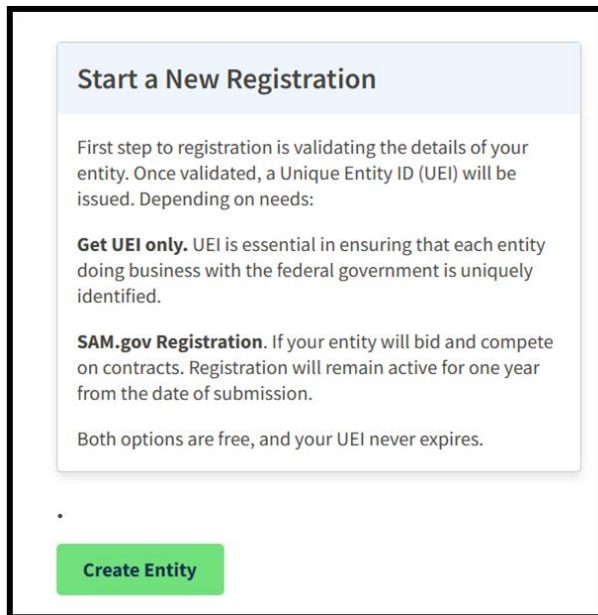
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ATTACHMENT 4 Instructions for Obtaining a UEI

1. Navigate to [SAM.gov](https://sam.gov) and log in
2. From the home page you can select “**Start Entity**”



3. You will be directed to “**Start a New Registration**”, select “**Create Entity**”



Continued on next page...

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4. Select **"Create New Entity"**

The screenshot shows a 'Welcome' page with the heading 'Welcome' and the text 'You are about to create a new entity record. We will ask a few short questions to help us recommend the best option for you.' A green button labeled 'Create New Entity' is centered. Below this, there are three columns of text with corresponding green buttons. The first column asks 'Are you trying to update an existing entity record?' and provides instructions to go to the 'Workspace' and select the 'Renew/Update' button, with a 'Go to Workspace' button. The second column asks 'Is your entity based outside of the United States?' and provides instructions to get an NCAGE Code and submit a request via the 'NCAGE Request Tool', with a 'Download Guide' button. The third column asks 'Download Your Registration Guide' and also has a 'Download Guide' button.

Welcome

You are about to create a new entity record.
We will ask a few short questions to help us recommend the best option for you.

[Create New Entity](#)

Are you trying to update an existing entity record?
Please go to your Workspace and select the "Renew/Update" button for that entity.

[Go to Workspace](#)

Is your entity based outside of the United States?
You must get an NCAGE Code before starting a registration. Go to the [NCAGE Request Tool](#) to submit a request.

[Download Guide](#)

Download Your Registration Guide

[Download Guide](#)

5. Select the option that applies under **"What is your Goal?"**

The screenshot shows a 'What is your goal?' page. It starts with the heading 'What is your goal?' and a sub-heading 'I want to do business... (Select the option most relevant to you)'. There are three radio button options: 'Directly with the U.S. federal government.', 'With a business or other organization which receives funds directly from the U.S. federal government.' (which is selected), and 'Other.'. Below this, a green arrow points to the text 'Select the answer that best fits your intentions today:'. There are five radio button options: 'Provide goods or services as a federal subcontractor.', 'Receive a subaward under a federal grant/financial assistance program.', 'Apply as a direct vendor for federal funds distributed by a government entity other than the federal government.' (with a sub-note '(e.g. state, local, tribal, territorial)'), 'Apply as a grantee for federal funds distributed by a government entity other than the federal government.' (with a sub-note '(e.g. state, local, tribal, territorial)'), and 'Just browsing. I don't have anything specific in mind today, but might be interested in future work with organizations who receive funds directly from the U.S. federal government.' (which is selected). A sixth option, 'Participate in, or apply for, other programs. Please describe.', is at the bottom.

What is your goal?

I want to do business... (Select the option most relevant to you)

☐ Directly with the U.S. federal government.

☒ With a business or other organization which receives funds directly from the U.S. federal government.

☐ Other.

Select the answer that best fits your intentions today:

☐ Provide goods or services as a federal subcontractor.

☐ Receive a subaward under a federal grant/financial assistance program.

☐ Apply as a direct vendor for federal funds distributed by a government entity other than the federal government.
(e.g. state, local, tribal, territorial)

☐ Apply as a grantee for federal funds distributed by a government entity other than the federal government.
(e.g. state, local, tribal, territorial)

☒ Just browsing. I don't have anything specific in mind today, but might be interested in future work with organizations who receive funds directly from the U.S. federal government.

☐ Participate in, or apply for, other programs. Please describe.

Continued on next page...

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6. Select the option that applies to you under “**Who required your Entity to be in SAM.gov?**”

Note: The selection you choose on this page determines whether you will be able to select a UEI only on the next page.

Who required your entity to be in SAM.GOV?

Only select the primary source.

☐ Federal government

Federal Hierarchy (Optional)

Enter Code or Name

☐ U.S. state or territory government or office

☐ Local government office, i.e., of a county or a city

☐ Tribal government or office

☐ A company or business

☐ Hospital system or healthcare organization (for profit or non-profit)

☐ Non-profit organization

☐ University or research facility (for profit or non-profit)

☐ Industry group, professional association, trade publication, etc.

☐ APEX Accelerators (formerly known as PTACs)

☒ I decided on my own

☐ None of the above
Please specify

e.g. Program Name

500 characters allowed

7. Select “Unique Entity ID Only” when prompted to Choose an Option and select Next.

Choose an Option

It looks like you intend to do business directly with the U.S. federal government on a procurement opportunity as a prime contractor. We recommend you choose **All Awards**.

This option also allows you to pursue financial assistance directly from the U.S. federal government.

	Unique Entity ID Only	Financial Assistance	All Awards
What you get:			
Unique Entity ID	✓	✓	✓
Entity Available in Search	✓	✓	✓
CAGE Code	—	✓ (For some entities)	✓
When you need it:			
To receive an award from someone else receiving federal funds	✓	✓	✓
To apply directly for federal grants or loans	—	✓	✓
To bid on federal contracts (prime)	—	—	✓
What you must complete:			
Entity Validation	✓	✓	✓
IRS Taxpayer Validation	—	✓	✓
CAGE/NCAGE Validation	—	✓ (For some entities)	✓
Level of Effort 	Lowest	Medium to High	Highest
Expiration 	1 Year	1 Year	1 Year
	Select	Select	Select

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8. Add your details in **Entity Search** so that [SAM.gov](https://sam.gov) can search for your entity record and select Next.

The screenshot shows the 'Entity Search' form in the SAM.gov portal. On the left is a sidebar with a progress indicator showing steps: GET UEI, Entity Search (highlighted), Confirm Details, Review Entity Information, Add Incorporation Details, Document Upload, and Review. Below the progress indicator is a 'Help Guide' link. The main form area is titled 'Entity Search' and includes the instruction 'Add your details and we will check SAM.gov for your entity record.' The form fields are: Legal Business Name (text input), Doing Business As (Optional) (text input), Country (dropdown menu), Address Line 1 (text input), Address Line 2 (Optional) (text input with a plus icon), ZIP Code (text input), City (text input), and State (text input). A 'Search' button is at the bottom right of the form. Below the form is a 'Reset All' link. At the bottom of the page are three buttons: 'CANCEL', 'PREVIOUS', and 'NEXT'.

9. Provide your Entity Dates and Incorporation Details and select Next.

The screenshot shows the 'Entity Dates and Incorporation Details' form in the SAM.gov portal. The sidebar on the left shows the progress indicator with 'Entity Search' completed (green checkmark) and 'Entity Dates and Incorporation Details' highlighted. The main form area is titled 'Entity Dates and Incorporation Details' and includes the instruction 'Enter the month, day and year your entity was legally formed.' The form fields are: Start Date (with sub-fields for Month, Day, and Year), and State of Incorporation (dropdown menu). Red error messages are visible below the Month, Day, and Year fields, stating 'This field is required'. At the bottom of the page are three buttons: 'CANCEL', 'PREVIOUS', and 'NEXT'.

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10. Provide documentation to prove your organization is a legitimate, unique entity, preventing fraud and ensuring data integrity and select Next.

GET UEI

Entity Search

Confirm Details

Review Entity Information

Add Incorporation Details

Document Upload

Review

Help Guide

Documentation

YOUR LEGAL ENTITY

Doing Business As: (blank)

Physical AddressState of IncorporationYear of Incorporation

04/01/2024

You are updating:	You must provide in the same document:
State of Incorporation	Legal Business Name AND State of Incorporation
Start Year	Legal Business Name AND Start Year
Legal Business Name	Legal Business Name AND Physical Address
Doing Business As	Legal Business Name AND Doing Business As Name

Upload Documents

You must attach one or more [official documents](#) that prove each of the items highlighted to the right. View this list of acceptable documents to understand the requirements.

Document Requirements

- Use accepted documents. We do not accept unfilled IRS forms, insurance policies, leases, invoices, deeds, DUNS profiles, award documents, letterhead, or loan documents.
- Your SAM.gov entity details must match your documents exactly, including abbreviations, acronyms, and suffixes.
- We do not accept a P.O. Box, virtual office, mailbox service, or co-working space for your physical address.
- Documents must be in English or translated by a certified translator into English. Submit copies of your original documents and translated versions.

Add Document

Comments (Optional)

Please provide additional context for your specific situation, if necessary.

Add Document

Select a Document Type

Other document

This document includes the following. Select all that apply.

Legal Business Name and State of Incorporation

Legal Business Name and Start Year

Legal Business Name and Physical Address

Legal Business Name and Doing Business As Name

Select Document

Selected file

Change file

Screenshot 7.png

Cancel

Submit

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11. Review your information for accuracy before you select **Submit**.

The screenshot shows the 'Business Information Review' page on SAM.gov. The left sidebar contains a 'GET UEI' section with a progress indicator: Entity Search (checked), Confirm Details (unchecked), Review Entity Information (unchecked), Add Incorporation Details (checked), Document Upload (checked), and Review (checked). Below this is a 'Help Guide' link. The main content area is titled 'Business Information Review' and includes sections for 'Entity Name' (with fields for Legal Business Name and Doing Business As), 'Entity Addresses' (with a field for Physical Address), 'Additional Information' (with fields for Start Date and State of Incorporation), and 'Documents Uploaded' (showing a table with columns for Document, Document Type, and Document Description). At the bottom, there are 'CANCEL', 'PREVIOUS', and 'SUBMIT' buttons.

12. You will receive confirmation along with a reference number that your documents have been successfully submitted. After submitting documentation to validate your entity for a Unique Entity ID (UEI) only on [SAM.gov](https://sam.gov), the Entity Validation Service (EVS) will review your documents. Once validated, you receive an email to finalize the process, resulting in your assigned UEI.

Note: Use the "Check Entity Status" feature on the SAM.gov home page to monitor progress.

The screenshot shows the 'Documentation Successfully Submitted' confirmation page on SAM.gov. The left sidebar is identical to the previous screenshot. The main content area features a large green checkmark icon and the title 'Documentation Successfully Submitted'. Below this, a box displays the 'Reference Number' as 'INC-GSAFS' followed by a redacted number. To the right, it states 'We should review your documents in 1-3 business days.' Below this, a message says 'After we look at your documents, we will tell you how to complete your validation.' At the bottom, a note explains that the estimate of business days does not include weekends or U.S. federal holidays. A 'Close' button is located at the bottom center.

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ATTACHMENT 5 Budget Template

The required budget template is available in Microsoft Excel (see link below or download on grants.endingwastedfood.org). The Budget Notes column serves as the budget narrative.

A basic outline is below:

[Organization Name]

BUDGET ITEM	Units	Unit Cost	YEAR 1	YEAR 2	YEAR 3	YEAR 4	TOTAL	Budget Notes
1. Personnel	<i>Annual Salary</i>	<i>LOE (%)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	
Position 1							\$ -	
Position 2							\$ -	
Position 3							\$ -	
Position 4							\$ -	
Position 5							\$ -	
Position 6							\$ -	
2. Fringe Benefits			\$ -	\$ -	\$ -	\$ -	\$ -	
							\$ -	
3. Travel								
#1: Annual Convening + Conference	<i>#Units</i>	<i>Cost</i>					\$ -	
Airfare R/T	2	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 8,000	
Lodging (Nights)	6	\$ 200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 4,800	
Meals & Incidentals (Days)	8	\$ 65	\$ 520	\$ 520	\$ 520	\$ 520	\$ 2,080	
Ground Transportation	4	\$ 100	\$ 400	\$ 400	\$ 400	\$ 400	\$ 1,600	
4. Equipment			\$ -	\$ -	\$ -	\$ -	\$ -	
							\$ -	
5. Supplies			\$ -	\$ -	\$ -	\$ -	\$ -	
							\$ -	
6. Contractual			\$ -	\$ -	\$ -	\$ -	\$ -	
							\$ -	
7. Other								
7.1 Meetings and Workshops								
Annual Conference Registration	2	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 4,000	
7.2 Other Direct Costs			\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL DIRECT COSTS			\$ 5,420	\$ 5,420	\$ 5,420	\$ 5,420	\$ 21,680	
8. Indirect Costs			\$ -	\$ -	\$ -	\$ -	\$ -	
GRAND TOTAL			\$ 5,420	\$ 5,420	\$ 5,420	\$ 5,420	\$ 21,680	

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ATTACHMENT 6 Pre-Award Survey Questionnaire

This questionnaire should be submitted through the application on grants.endingwastedfood.org, which has space for relevant document uploads. Below is a preview of the questionnaire.

Organization Name:	
Address:	
Form Completed By:	
Date Completed:	

I. GENERAL TECHNICAL QUESTIONS

Does the organization have experience related to the activities outlined in the request for proposals? Yes No

Does the organization have demonstrated experience with promoting positive messaging in the community for reducing wasted food? Yes No

Does the organization have demonstrated experience implementing education and outreach programs on wasted food prevention? Yes No

Does the organization currently have staff with experience implementing such programming? Yes No

If yes to questions above, please list 2 to 3 recent programs, funding source, program timeframe, and outcomes:

Program Name	Funding Source	Program Timeframe	Program Outcomes
---------------------	-----------------------	--------------------------	-------------------------

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II. GENERAL ORGANIZATIONAL QUESTIONS

Type of Organization:				
☐ Non-Profit	☐ Tribal Government or intertribal consortia	☐ Local Government	☐ Institution of Higher Education	☐ U.S. Territory
☐ U.S. State	☐ Native Hawaiian Organization	☐ Department of Hawaiian Home Lands	☐ Office of Hawaiian Affairs	
Please select your organization's current sources of revenue (select as many as apply):				
☐	U.S. Government	☐	Individual Donors	☐ Other NGO
☐	Other Government	☐	WWF Network	☐ Corporations
☐	Foundations	☐	Multilateral Organizations	☐ Miscellaneous/Other
Annual operation budget (estimate):				
Number of employees in your organization:				
Does the organization have an electronic accounting system that allows the tracking of project expenses separately from other projects?				☐ Yes ☐ No
Beginning and ending dates of the organization's fiscal year		From:	To:	
Does the organization undergo an annual organizational audit by independent external auditors?				☐ Yes ☐ No
<i>If yes, does the most recent external audit contain any findings and/or deficiencies?</i>				☐ Yes ☐ No
<i>If the audit report contains findings, submit an attachment with a summary of audit findings and management recommendations with requested documentation.</i>				
Within the previous three years has or is the organization, its key staff, officers, or directors currently subject to any investigation or litigation? Have any of your organization's key staff, officers, or directors been involved in investigations for improper management of funds, such as fraud, collusion, money-laundering, embezzlement, theft, forgery, bribery, falsification, or destruction of records?				☐ Yes ☐ No
IF YES, PLEASE EXPLAIN:				
Does the organization have written accounting policies and procedures?				☐ Yes ☐ No
Does the organization have written policies, procedures, and practices in place regarding segregation of duties to ensure that funds above a certain threshold can only be disbursed with dual signatures?				☐ Yes ☐ No

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Does the organization have a defined process with respect to financial management (i.e., different individuals are responsible for approving, disbursing, and accounting of transactions)?			☐ Yes	☐ No
Does the organization have a written process or procedure for cash management, including petty cash, staff advances, etc. (i.e., processes for the disbursement, reporting, and reconciliation of cash)?			☐ Yes	☐ No
How does the organization typically disburse payment?	☐ Bank Transfer/Wire	☐ Purchasing-Card	☐ Check	☐ Cash
<i>If cash, what is the average monthly volume of cash-based transactions?</i>		☐ High	☐ Low	☐ N/A
Does the organization maintain a chart of accounts and corresponding General Ledger that are used to prepare financial statements?		☐ Yes		☐ No
<i>How often are bank accounts reconciled?</i>				
Does the organization have and maintain a system to track labor activity (i.e., timesheets)?		☐ Yes		☐ No
<i>Can labor activity be tracked by project?</i>		☐ Yes		☐ No
<i>Is this system automated or handwritten?</i>		☐ Automated		☐ Hand-written
Does the organization have a Whistle Blower Policy?		☐ Yes		☐ No
Does the organization have written human resources policies and procedures or a manual?		☐ Yes		☐ No
Does the organization issue contracts for goods and/or services?		☐ Yes		☐ No
Does the organization have written policies and procedures in place to procure goods and/or services?		☐ Yes		☐ No
Does your organization maintain an inventory of equipment?		☐ Yes		☐ No
<i>If yes, how often is inventory checked?</i>				
Does the organization issue grants?		☐ Yes		☐ No
If yes, does the organization have written policies and procedures in place for the issuance of grants?		☐ Yes		☐ No
Does the organization have standardized template(s) used during the issuance of grants?		☐ Yes		☐ No

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III. U.S. GOVERNMENT FUNDING

Please complete the following section if the organization has recent experience with U.S. Government funds.

Does the organization have experience managing U.S. Government funds within the last three years? ☐ Yes ☐ No

Has the organization obtained a Unique Entity Identifier (UEI) from the System for Award Management (www.sam.gov) website? ☐ Yes ☐ No

If yes, please provide the organization's UEI number:

Does the organization have a Negotiated Indirect Cost Rate Agreement (NICRA)? ☐ Yes ☐ No

If your organization does **not** have a NICRA, does it or has it ever used the **15% de minimus rate** as defined under 2 CFR 200.68? (NOTE: organizations that have never obtained a NICRA from the U.S. Government may elect to charge a rate of 15% of modified total direct costs, which may be used indefinitely. This option, once chosen, must be used consistently for all USG Grants until such a time that the organization wishes to negotiate a rate). ☐ Yes ☐ No

If your organization has experience managing U.S. Government funds, please list 3 to 5 of the largest USG funded projects your organization has received below.

<i>Program Name</i>	<i>Funding Period</i>	<i>Funding Agency/Organization</i>	<i>Award Amount (Total)</i>

In its last fiscal year, did the organization meet the requirements for an audit under 2 CFR 200 Subpart F (Single Audit), i.e., did the organization expend \$1,000,000 or more in U.S. Government funds, whether received as a direct grant or a subaward from another organization, in the last fiscal year? ☐ Yes ☐ No

If so, please provide a copy of your most recent Single Audit. If your Single Audit includes material findings, please submit an attachment with a summary of the material findings, management response letter, and your organization's corrective action plan with requested documentation.

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IV. GENERAL DOCUMENTATION

Please provide a copy of the following documents:

	Attached	Not Available
Certificate of registration, incorporation or an equivalent document granting legal status to do business	☐	☐
Tax Exempt Certificate (if applicable)	☐	☐
Negotiated Indirect Cost Rate Agreement (NICRA) (if applicable)	☐	☐
Most recent externally audited or prepared Financial Statements with summary of audit findings and management recommendations (if applicable)	☐	☐

This questionnaire must be signed and dated by an authorized person who has either completed or reviewed the form.

Signature

Date

Printed Name

Title

Sustainability Commission Agenda Item: June 17, 2026

Agenda Item Title:

Waste Reduction Work Group Update

Item Category (pick one):

- Regular Business (action item to be voted on)
 - Informational
 - Announcement
 - Presentation (limited to 20 minutes)
 - **Work Group Update**
-

For Work Group Updates Only:

- **Work Group Name:**
Waste Reduction
- **Update Summary:**
 1. Marissa Michalkiewicz connected with **Cody Sandahl** on May 19. Cody is the Energy Manager for Skogen's Festival Foods. Discussed how Festival Foods currently manages its organic and meat/seafood waste from their Wisconsin grocery store locations. Cody shared they use a company called **Organix** for their organic waste and **Sanimax** for their meat/seafood waste. Organix is owned by **Denali**, which is a food waste recycler that provides collection, depacking, and recycling services to food industry partners nationwide. The industries they provide food waste recycling services to include grocery, food distributors and warehouses, food manufacturers, schools and universities, hospitality, restaurants, entertainment, and healthcare. The Work Group plans to connect with a representative from Denali to determine if they would be a good fit for food industry entities in the City of Green Bay.
 2. Group members connected with **Selena Darrow** from **Rooted In Inc.** on May 27. Selena shared information about the National Household Wasted Food Prevention Project community grants led by the World Wildlife Fund. The goal of this project is to develop, launch, and implement a coordinated, nationwide effort to reduce wasted food in households by 10% per capita nationally and by 20% per capita in communities supported through grants by 2030. There are two grants being offered through this Project – Innovator Grants and Catalyst Grants. Innovator Grants have a value between \$75,000 to \$300,000 and Catalyst Grants between \$300,000 to \$750,000. **Rooted In Inc.** does not have capacity to apply on their own but is open to collaboration should the City be interested.
 3. Group members still plan to connect with **Valerie Joosten**, Director of the City's Public Works Department, to discuss the Department's goals and interests as it

relates to waste reduction and food waste in the City. Group members plan to meet with Valerie before developing a recommendations report to the Commission regarding community composting programs or food waste reduction initiatives for the City to consider.

4. Group members continue plans to add community members to the Waste Reduction Work Group. *Meetings with the chosen Waste Reduction Work Group community members will occur on an as-needed basis.* Chosen community members will represent one of the following sectors related to food waste reduction initiatives:

- **City of Green Bay Public Works Department** (Residential, Waste Hauler) –
- **Brown County Resource Recovery** (Landfill) – Mark Walter, Business Development Manager
- **Green Bay Neighborhood Associations** – TBD
- **Green Bay Area Public School District** – Jeanette Knill, Board Member
- **UW-Green Bay** – John Arendt, Director of the Environmental Management & Business Institute (EMBI)
- **NWTC** – Dillon Weist,
- **Food Processing Businesses** (Manufacturing) – TBD
- **Agricultural Food Production** (Farms) – Sarah Valentine, Co-Owner of Valentine Gardens; *Amy Eckelberg, Executive Director of Public Relations for Wisconsin Farm Bureau Federation*
- **Grocery Stores** (Retail) – TBD
- **Food Recovery** – Selena Darrow, Founder of Rooted In

- **Attachments (if applicable):**

1. National Household Wasted Food Prevention Project, Ending Wasted Food Program Request for Applications



Report to the
Sustainability Commission
of the City of Green Bay

MEETING DATE

July 16, 2026

AGENDA ITEM # G.2

Climate Resilience Workgroup

BACKGROUND

Updates relating to the East River gage network and developing an East River flood warning system.

RECOMMENDATION

To receive and place on file.

FISCAL IMPACT

ATTACHMENTS

1. Developing an East River Flood Warning System_Fact_Sheet
2. FAQ East River Flood Warning System

Developing an East River Flood Warning System

The Need Funding is needed for river flow monitoring as part of a flood warning system for the East River.

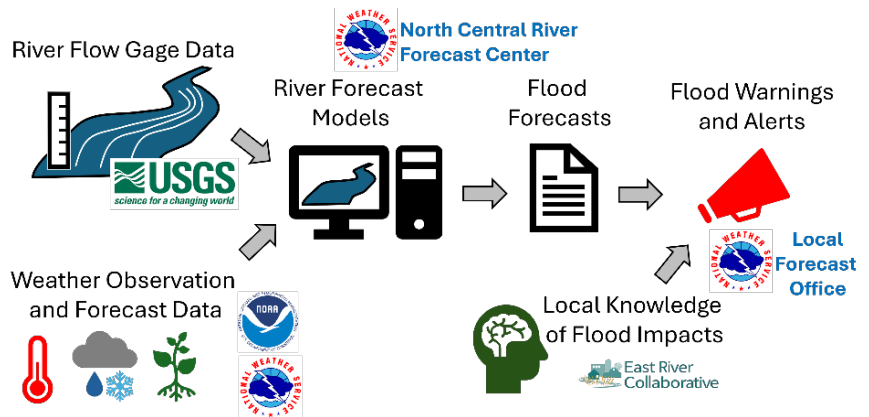


Flooding of the East River is a threat to thousands of residents and hundreds of businesses in Brown County, Wisconsin. Despite the risk of flooding, the East River has no flood warning system. A lack of river flow data is the primary barrier to developing a flood warning system for the East River. At least one new flow gage is needed near flood-impacted communities while existing gages need to be maintained.

What is a flood warning system?

A flood warning system monitors river levels, lake levels, precipitation and more so it can send alerts when dangerous conditions approach.

A river forecast model is used to predict flood conditions that arise from many factors, including intense rainfall, snow melt, high lake levels, northeast winds and saturated soils.



What are the benefits of investing in a flood warning system?

- Safer communities - early warning of a flood event can protect people, homes, and businesses
- Flood response - First responders can better prepare for flood emergencies with early warning
- Lower flood insurance rates – providing early flood warnings is worth points in the FEMA Community Rating System that can lower flood insurance premiums in your community

Why doesn't a flood warning system exist for the East River?

River flow data is lacking for the East River, which is preventing the development of a river forecast model. Without adequate river flow data, a river forecast model cannot be validated to ensure accuracy. One new gage is needed near the most flood-impacted areas while existing gages need to be maintained. The map on the following page shows existing and proposed river flow gages for a flood warning system.

What funding is needed to develop a flood warning system?

Priority #1: East River at Allouez Avenue Bridge

Goal	Begin automated measurement of flow downstream of Bower Creek
Status	Grant secured for installation but need long-term operations funds
Cost	\$29,000 to install + \$18,750/year

Priority #2: East River at County Highway ZZ

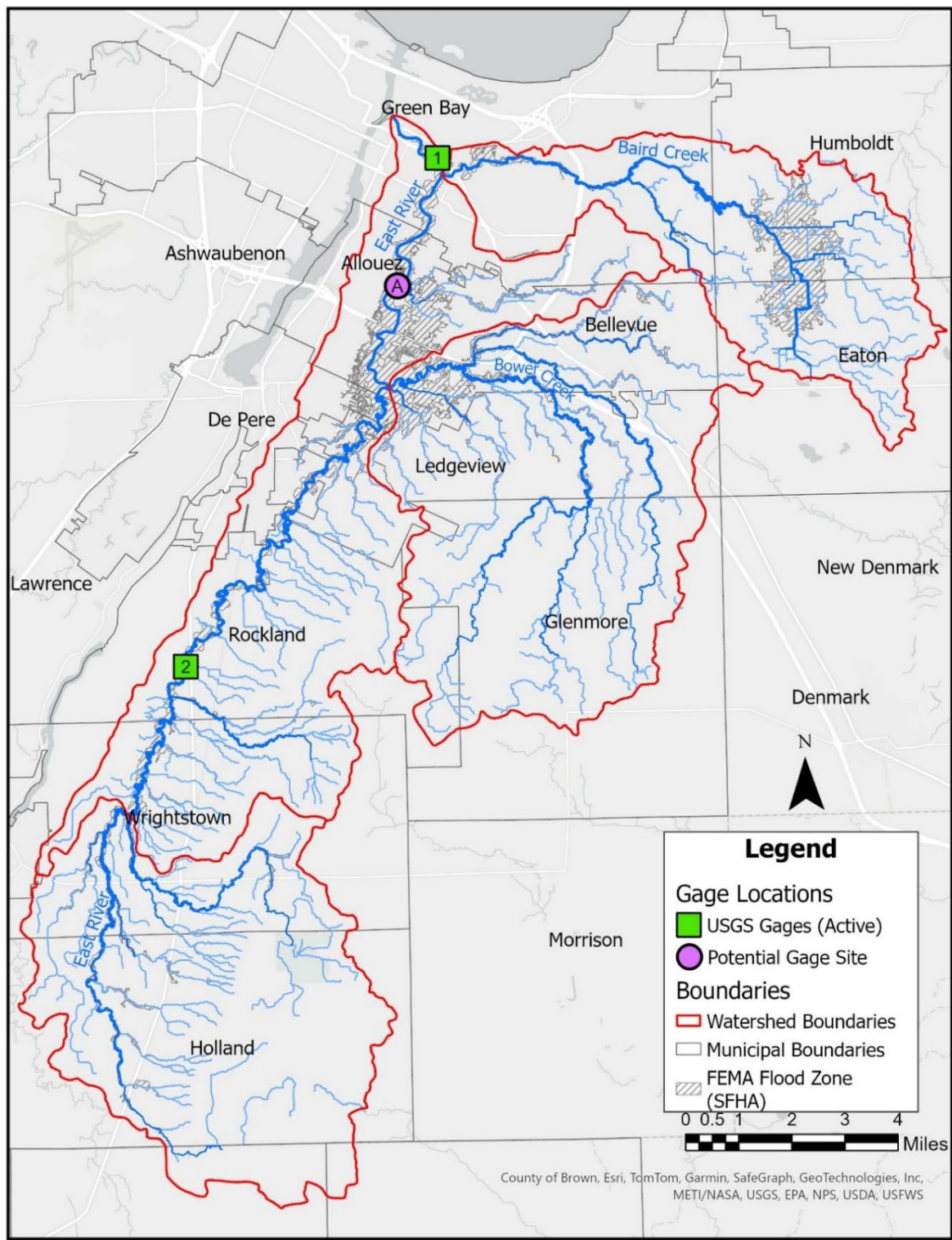
Goal	Continue automated measurement of flow near the headwaters of the river
Status	Installed but will be unfunded 9/30/27
Cost	\$15,000 / year (annual operations)

Partners: Several organizations have worked together in this effort so far, but the team is always growing

City of Green Bay	Brown County	Village of Bellevue
Village of Allouez	NEW Water	Town of Ledgeview
Green Bay Fire Department	United States Geological Survey	National Weather Service
Wisconsin Sea Grant	The Nature Conservancy	Great Lakes Observing System

Existing and proposed East River flow gages with funding status

Gage	Cost	Funding Status
1) East River at Baird Street (USGS Gage 04085138)	\$18,750/year to operate	Funded by Federal Priority Streamgage Program. Future funding uncertain.
2) East River at County Highway ZZ (USGS Gage 04085108)	\$15,000/year to operate	Will be unfunded on 9/30/27
A) East River at Allouez bridge (priority new gage)	\$18,750/year to operate	Grant will fund installation in 2026 Will be unfunded on 9/30/27



East River Flood Warning System Frequently Asked Questions

Prepared by Wisconsin Sea Grant & Brown County Emergency Management – June 2026

*This document is a draft and will be updated in the future as additional questions arise.

**Many of the answers below were provided during previous East River Collaborative meetings or by experts from the National Weather Service (NWS) Green Bay Forecast Office, the NWS North Central River Forecasting Center (NCRFC), and the United States Geological Survey (USGS).

East River Questions

Q1: Why is the East River being prioritized for a flood warning system?

A: The East River watershed has by the largest floodplain of any river in Brown County, putting thousands of residents, hundreds of businesses, and critical infrastructure at risk. The areas surrounding the East River are particularly low-lying, making them especially vulnerable to flooding. As part of past water quality monitoring initiatives, river flow gages were installed in the East River. These gages provide a portion of the infrastructure needed to build a flood warning system. Future efforts could be directed towards other flood-prone watersheds like Duck Creek or the lower Fox River.

Q2: Why would a flood warning system only be for the East River and not include other flood-impacted systems like Duck Creek or the Fox River?

A: The East River has a separate drainage area (i.e., watershed) from Duck Creek and much of the Fox River. In other words, flooding along the East River happens independently of flooding in Duck Creek or the main stem of the Fox River. Therefore, each of these rivers would need their own flood warning system. While flood warning systems could eventually be developed for each of these rivers, it is best to start with one at a time. There are automated river gauges with established flood stages on the Fox River and Duck Creek, so when observations indicate the river is above flood stage, a river flood warning can be issued. River forecasts are not available for these locations at this time.

Q3: Who has responsibility for warning of floods on the East River?

A: There are many organizations that play a role in warning people of potential floods:

- The National Weather Service (NWS) is responsible for issuing forecasts and warnings of floods.
- The United States Geological Survey (USGS) operates river gages that monitor river flow and water levels. This data is essential to the NWS flood forecasts.
- Local governments help communicate flood warning information to their residents and businesses so action can be taken during a flood to protect people and property. Local governments also help financially support the USGS's river monitoring gages that are essential to flood forecasting.

River Gage Network Questions

Q4: Who is responsible for maintaining river flow gages?

A: The United States Geological Survey (USGS) maintains river flow gages for an annual fee, ranging from \$15,000 to \$18,700 depending on the gage. This includes maintenance and periodic calibration, roughly every 6 weeks, to ensure readings are accurate. There is no work or maintenance required of any local partners.

Q5: Will the gages do water quality sampling?

A: The quoted rates are only for river flow monitoring. Water quality could be sampled but would cost more. Baird Street and Highway ZZ had an ISCO sampler for water quality but the quote does not include continuation of sampling.

Q6: Why isn't the current river gage network enough to support a flood forecast?

A: Flood forecasting involves advanced modeling that integrates several factors, such as weather, topography, and soil conditions, to predict how water moves through a watershed (i.e., drainage basin). Currently, the limited number and placement of current river gages do not provide enough observational data across the watershed to deliver a reliable forecast. Predicting flooding in the East River is complicated due to its geography and several other risk factors, including:

- Intense rainfall events
- High Lake Michigan/bay of Green Bay water levels
- Northeast winds pushing water up into the river from the bay
- High Fox River water levels from flood conditions upstream
- Ice jams
- Frozen ground conditions

NWS has developed a flood forecast model that will incorporate all these factors and can give a better prediction of flooding than just a single gage can, however, additional observational data is needed to validate the forecast model

Q7: What is the role of each the gages in the network for a flood forecast?

A: Each of the three gages in the proposed network measures river flows from different subdrainage areas of the watershed. Together, they will provide a more complete picture of water movement throughout the watershed, and which tributaries contribute more flood waters.

- Baird Street: Measures downstream river flows and the impact of Lake Michigan/bay of Green Bay water levels.
- Allouez Avenue: Measures river flows near the most flood-impacted areas, including from high flow volume tributaries like Bower Creek.
- Highway ZZ: Measures river flows from the upstream rural areas (also important for water quality monitoring).

Q8: Can flooding be forecasted from just the upstream Highway ZZ gage?

A: The gage at Highway ZZ only gives a partial picture of the water coming from upstream areas of the East River Watershed. For example, Bower Creek drains nearly 30% of the entire East River watershed, but these flows are not captured by the upstream Highway ZZ gage. The National Weather Service has observed flood stage at the Highway ZZ gage while also observing nothing abnormal at Hoffman Road or other downstream locations on the East River.

Flood Prediction and Forecasting Questions

Q9: What is the current status of East River flood forecasting?

A: A flood model has been developed for the East River by the NWS, but it lacks sufficient observational river flow data for validation. Without adequate river flow data, a model cannot be validated to ensure the results of the model are accurate. Current river level data is needed to relate the model data and the resulting river forecast level to current conditions. The NWS requires current gage readings to create a river forecast.

Q10: How long will the gage network need to be fully in place before a flood warning system is operational?

A: Typically, NWS needs five years of observational monitoring data to calibrate a flood model. This increases the confidence in the output of the flood model to provide more accurate forecasts and warnings.

It is possible that an East River forecast model could be run with less than five years of data. In this case, the model could be tweaked and improved as more data is collected. The trade off with this would be a lower confidence in the flood model than a typical model with enough monitoring data. If the flood warning system is a critical need, NWS might speed up their process on shorter timeframe to get warning system running. In this case, the NWS NCRFS would communicate with the NWS Green Bay office about the less-than-ideal calibration and how it impacts forecast product until enough data is collected.

Q11: Will Lake Michigan and bay of Green Bay water levels be incorporated into the flood forecast model?

A: Yes, a flood forecasting model will factor in Lake Michigan and bay of Green Bay water levels as well as the impacts of northeast winds, storm surge, and seiche on East River flooding. The NWS Green Bay office monitors the potential for lake level issues at least a few days ahead of time and can issue messaging about it, especially when stronger northeast winds are involved.

Q12: Can the gage network be discontinued after five years of data is collected?

A: Not ideally. Five years is the minimum amount of data needed to fully calibrate the flood forecast model. NWS needs to have current river level data to create river forecasts. NWS would also like gages they rely upon for forecasting to be in continuous operation to account for changes in the watershed, including changes to the river channel and development that changes runoff patterns. Additionally, when future flood events happen, the data the gages collect can help improve the model accuracy. If gages are discontinued after just five years, the accuracy of the flood forecast system will degrade over time.

Flood Warning Questions

Q13: What are flood warnings used for?

A: A flood warning system gives advance notice of dangerous river conditions. This includes estimates of how high a river may rise, when flooding will occur, and what areas may be impacted. This warning can be used by first responders to prepare response and rescue efforts, proactively close flood-impacted roadways before vehicles get stuck, begin evacuations of areas that will be impacted, and help mobilize flood fighting resources like sandbags.

Q14: How would local governments be given notice from a flood warning system?

A: The warnings will come via the same channels as the current NWS weather warnings, via the local Weather Forecast Office in Green Bay. These notices could include:

- NWS river flood warnings posted on the NWS website, NOAA Weather Radio, and warnings disseminated via other channels like media, integrated public alert and warning system, or anything else using common alerting protocol software
- NWS briefing webinars
- Targeted emails and phone calls from NWS to local officials. This could include a river forecast in the days ahead of a potential flood and/or probabilistic outlooks in the days ahead of a potential flood.
- ALERT type warnings from local officials

Q15: How far in advance can a flood warning system give warning of floods?

*First responders are looking for two types of warnings:

- “proactive warning” of when to be on heightened alert for flooding
- “reactive warning” of imminent flooding

A: River flood warnings from the NWS are typically issued 1 day in advance. Heads up emails, phone calls and webinars can be utilized on a case-by-case basis when forecasters see conditions favorable for flooding, typically 1-3 days prior to the issuance of a river flood warning. The NWS may be able to create additional probabilistic river level outlooks for the next 10 days or 3 month outlooks. The 3 month outlooks show the probability of flooding relative to historic conditions. These products get developed once a flood warning system is

operational and probabilistic scenarios can be run. For example in Fargo, ND, NWS staff begin looking at the probabilistic forecast in January to start preparing for the flood season.

Funding Questions

Q16: Who funds USGS river flow gages in Wisconsin?

A: There are close to 200 streamflow gages in Wisconsin (<https://waterdata.usgs.gov/state/Wisconsin/>) with close to 60 different funding partners. The funding sources for gages in Wisconsin vary. Below is a historical breakdown from 2025 of overall funding sources for gages in Wisconsin. Note that these percentages are not constant and do change as funding shifts.

21% - Power Companies

20% - City or Towns

15% - Federal (mostly the Army Corps)

13% - USGS

13% - Counties

12% - DNR

4% - interest groups with taxing authority (mostly lake groups)

3% - tribes

*It should be noted that many existing funding arrangements date back decades and potentially reflect past funding environments which are different from the realities of today.

Q17: Can USGS fund a river gage?

A: Generally, not for new river gages. USGS contributes funding to some existing gages through Cooperative Matching Funds (CMF) appropriated by Congress. Currently, CMF funds are completely obligated so USGS cannot contribute to new gages. USGS CMF funds have not been increased by Congress for many years, so it is unlikely that more gages will be funded. As gages and projects are discontinued in the future, it is possible CMF funds will become available. However, communities should not plan on this as a source of funding.

The USGS also funds a limited number of gages that provide critical data as part of the Federal Priority Stream Gage Network. There are currently close to 20 gages in Wisconsin that are fully funded under this program. In the East River, USGS funded the Baird Street Gage (No: 04085138) for 2026 when the initial grant enabling installation of the gage ended. Federal Priority Stream Gage Network funds are also limited and are subject to congressional appropriations.

Q18: Can Wisconsin DNR or the U.S. Army Corps of Engineers fund new gages?

A: It is unlikely Wisconsin DNR would fund new gages. Wisconsin DNR funds some USGS gages but has a limited budget for monitoring. As costs to operate gages have risen with inflation, WDNR is able to fund fewer existing gages with its limited resources.

The U.S. Army Corps of Engineers investigated its ability to fund these gages as part of their 2024 [East River Watershed Floodplain Management Services Studies](#) (Flood Warning System Study on pg 11). It was determined that funds from the study could not fund gages.

Q19: Are there grants to pay for gages?

A: Yes and no. Grants are commonly used for the initial purchase of gage equipment and installation but are rarely used for long-term operations. Some funders may provide stopgap or bridge funding to keep gages operational while long-term funding is being pursued, however, long-term grant support for gages is highly unlikely.

Q20: What is a typical funding arrangement for a river gage?

A: Typically, gages are funded with an agreement between the USGS and a sponsor (e.g., municipality, county, or other partner with taxing authority). Agreements are signed on an annual basis.

Q21: Is there a model for a multi-partner funding arrangement?

A: There are several examples of multiple partners collaborating to fund a gage. Three example agreements are available upon request.

The Southeastern Wisconsin Regional Planning Commission has an agreement with USGS to fund 15 gages in southeastern Wisconsin. SEWRPC collects funds from several local governments and other partners to fund the individual gages.

For the Namekagon River gage, USGS has an agreement with Bayfield County, which receives funds from the National Park Service and Wild Rivers Conservancy.

Q22: Can USGS bill several partners separately?

A: Yes, but it is not preferred by USGS. The preferred option is for the USGS to maintain a single contract with a lead entity that manages agreements with the other parties. For example, four municipalities sending their funds through a fifth municipality that holds the contract with USGS.

Q23: What happens if a gage becomes unfunded?

A: If funding runs out, a gage can go into standby mode for about a year before it becomes decommissioned and equipment is moved to other locations. No data will be transmitted but gage will be in a state that is easy to restart. Any river forecasts associated with the gage will likely stop because the NWS requires current gage readings to create a river forecast.