

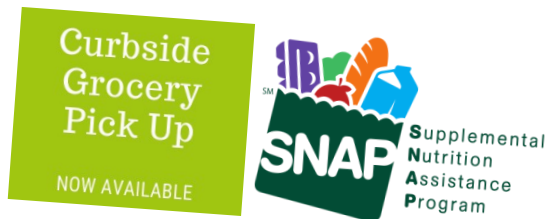
NEW GRANTS AVAILABLE TO ASSIST RETAILERS WITH WIRELESS POINT-OF-SALE EQUIPMENT EASIER CURBSIDE PICKUP WITH EBT CARDS COMING SOON



To make it easier for Minnesotans on the Supplemental Nutrition Assistance Program (SNAP) program to purchase groceries via curbside pickup or delivery, the Minnesota Department of Human Services, in partnership with the Minnesota Grocers Association (MGA), will issue grants to eligible grocery retailers for point-of-sale (POS) equipment that can accept Electronic Benefit Transfer (EBT) cards. Retailers can apply for this reimbursement grant through December 30, 2020.

The Grocery Store Point of Sale Expansion Grant provides financial support to SNAP retailers for the purchase of a wireless POS machine to process EBT via curbside or delivery. The wireless POS equipment will offer an alternative to going into stores to make EBT purchases, enabling additional socially distanced access points for SNAP recipients. SNAP retailers may receive up to \$500 per location authorized to process SNAP transactions for money spent purchasing and integrating the wireless POS equipment.

GROCERY STORE POINT OF SALE EXPANSION GRANT DETAILS

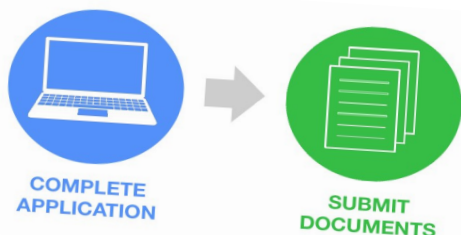


WHO IS ELIGIBLE?

Retailers, with a physical store in Minnesota, that currently have an active account in good standing with the United States Department of Agriculture (USDA) to receive and process SNAP EBT purchases.

HOW DOES IT WORK?

Retailers should work with their processor to purchase a wireless point-of-sale machine and integrate into their store system. Reimbursement grants are available for purchases made June 1 through December 30, 2020.



HOW DO I APPLY?

Submit the grant application by mail, email, fax, or online at <https://form.jotform.com/202884695063161>. Submit copies of receipts for purchase and integration for a wireless point-of-sale machine. Note: Due to timing of the grant, purchase orders are eligible submissions.

**QUESTIONS? CONTACT MINNESOTA GROCERS ASSOCIATION
651-228-0973 OR WWW.MNGROCERS.COM**

GROCERY STORE POINT OF SALE EXPANSION GRANT FAQ

WHAT IS THE GROCERY STORE POINT OF SALE EXPANSION GRANT

The Grocery Store Point of Sale Expansion Grant is a reimbursement from funds that originated with the federal CARES Act and have been designated by the State of Minnesota to support SNAP distribution efforts in Minnesota in response to the COVID-19 pandemic. This grant is directed by the Minnesota Grocers Association (MGA) in partnership with the Minnesota Department of Human Services.

The Grocery Store Point of Sale Expansion Grant provides financial support to Supplemental Nutrition Assistance Program (SNAP) retailers for the purchase of wireless point-of-sale (POS) equipment to process electronic benefits transactions (EBT) made by Minnesotans using their SNAP benefit card (pin transactions) curbside and/or customer delivery. SNAP retailers may receive up to \$500 per location authorized to process SNAP transactions for money spent purchasing and integrating the wireless POS machine. To receive funds from grant, retailers must be able to execute SNAP pin transactions (within all requirements of USDA) curbside/customer delivery following the purchase and set up of the wireless POS machine.

WHO IS ELIGIBLE

- Minnesota retailers who currently have an active account in good standing with the United States Department of Agriculture (USDA) to receive and process SNAP EBT purchases. Physical store location must be in Minnesota.
- Retailers who do not currently have a wireless POS machine or retailers who purchased a wireless POS machine after June 1, 2020.

Retailers may request one (1) grant stipend per physical store location in Minnesota. If a retailer owns and operates multiple stores, they may request one (1) grant stipend per store that has an active in good standing FNS account. No more than one device per physical Minnesota location will be supported through this program.

WHAT IS NEEDED TO APPLY

- Submit an application by mail, email, fax, or online by December 30, 2020.
- Upload via online application or submit copies of receipts for purchase and integration for wireless POS machine.
- Upload via online application or submit a copy of a completed W-9 form.
- Retailers with multiple locations in Minnesota may attach a spreadsheet listing all stores, addresses, and FNS #s - receipt backup will be required for all locations.
- Agreement for purchase (P.O.) may be eligible for reimbursement with the understanding that the wireless POS machine will be integrated by agreed upon date or a chargeback may be issued.

FUNDING AVAILABILITY

The Grocery Store Point of Sale Expansion Grant is a reimbursement based program. If a Minnesota retailer with an active in good standing FNS account purchases a wireless POS machine, reimbursements will be made if application is complete and submitted within time frame of eligibility. The program has sufficient funding to support all potentially eligible businesses.

WHAT PURCHASES QUALIFY FOR THIS PROGRAM?

SNAP wireless POS equipment used to conduct SNAP sales (pin transactions) curbside and through customer delivery. Retailer will need to work through their third party processors to integrate the wireless POS machine into their current system. Technical support costs to integrate wireless POS machine invoices may be submitted.

Retailers can apply for this reimbursement grant through **December 30, 2020**. Reimbursements will be issued on a rolling basis as applications are received.

GROCERY STORE POINT OF SALE EXPANSION GRANT FAQ

HOW MUCH IS A GRANT STIPEND

Payments will be based on eligible purchases or purchase order of wireless POS machine, up to \$500 per location authorized to process SNAP transactions for actual expenses incurred to purchase and integrate the wireless POS machine.

WHEN WILL PAYMENTS BE RECEIVED

Applications are processed on a continual basis. You will receive your payment via physical check to address provided on application approximately three (3) weeks after your application is approved.

HOW ARE APPLICATIONS SUBMITTED

Application materials can be emailed to kfrederick@mngrocers.com, faxed to 651-228-1949, submitted through the online application at <https://form.jotform.com/202884695063161> or mailed to:

Minnesota Grocers Association
1360 Energy Park Drive, Suite 110
St. Paul, MN 55108

Applications must be complete to receive payment.

ARE THERE ADDITIONAL REQUIREMENTS

SNAP retailers must be able to execute SNAP pin transactions (within all requirements of USDA) curbside/customer delivery following the purchase and set up of the wireless POS machine. Inability to execute required transactions could result in payment chargeback. Retailer must be willing to respond to a follow-up survey.

Questions? Contact Minnesota Grocers Association at 651-228-0973 or kfrederick@mngrocers.com or www.mngrocers.com.

PRIVACY NOTICE

The information provided as part of the Grocery Store Point of Sale Expansion Grant application will be used to assess the applicant's eligibility to receive payment under the coronavirus relief federal fund, and to fulfill applicable financial reporting requirements. Completing this application is voluntary; applicants are not legally required to provide MGA with the information requested, but only completed applications will be considered. While much of the information applicants provide is classified by the Minnesota law as public, some of the information may be classified by law as private or nonpublic at MGA. Data classified as private or nonpublic will be accessible only to MGA employees and contractors that have a work assignment that requires access to the data, and to other entities authorized by law to receive the data. Finally, private data about you may be released to third parties through your informed consent, or pursuant to a valid court order. Internal Revenue Service code Section 6109 requires applicants to provide their correct taxpayer identification number to payers who must file information return with the IRS. MGA will use the information provided on the applicant's W-9 form in order to report payments received as part of the coronavirus relief federal fund to the IRS. The IRS uses the numbers for identification purposes and to help verify the accuracy of the applicant's tax return. For more information on how the information provided on a W-9 may be used, refer to the Privacy Act Notice on page 6 of the W-9 form.



Grocery Store Point of Sale Expansion Grant

The Grocery Store Point of Sale Expansion Grant provides reimbursement to SNAP retailers for the purchase of wireless point-of-sale (POS) machine to process electronic benefits transactions (EBT) made by Minnesotans using their Supplemental Nutrition Assistance Program (SNAP) benefit card (pin transactions) both curbside pickup and/or customer delivery.

SNAP retailers may receive up to \$500 for money spent purchasing and integrating the remote POS system. Retailers can apply for this reimbursement grant through December 30, 2020 at 4:00pm. **Completed applications may be submitted online, emailed to kfrederick@mngrocers.com or mailed to: Minnesota Grocers Association, 1360 Energy Park Drive, Suite 110, St. Paul, MN 55108.** Applications must be complete to receive payment.

Contact *

First Name Last Name

Store Name *

Parent Company if Applicable

Physical Address *

Street Address

City State

Zip Code

Phone Number *

E-mail *

Phone Number

example@example.com

Federal Tax ID# *

State Tax ID# *

FNS Number *

DUNS Number

Company Website

Who is your third party processor? *

How long have you accepted SNAP? *

What is your estimated activation date to begin processing wireless curbside/delivery transactions.



Month Day Year

Are you currently or working to accept SNAP online transactions? *

Yes

No

Describe your store *

Traditional Supermarket

Limited Assortment Store

Supercenter

Dollar Store

Drug Store

Wholesale Club

Convenience Store

Small Market (Specialty)

Summary of Receipts. Please list all eligible purchases below, one receipt/invoice per line. Attached additional spreadsheets if necessary.

Vendor	Purchase	Total Cost
1		
2		
3		
4		
5		

The following items must be submitted with your application to be considered complete:

- Completed application form with your signature.
- Copy of receipts/paid invoices/proof of purchase for the items you are submitting for reimbursement. We recommend only including eligible items on the receipt.
- IRS Form W-9, signed and dated (available at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>).

By signing here, I acknowledge that I have read and agree to the Privacy Notice, I hereby attest that the information I am submitting is true, complete, and accurate.

Signature

This application serves as a request for reimbursement from funds that originated with the federal CARES Act and have been designated by the State of Minnesota to support SNAP distribution efforts in Minnesota in response to the COVID-19 pandemic. This grant application is directed by the Minnesota Grocers Association (MGA) in partnership with the Minnesota Department of Human Services.

Minnesota Grocers Association **1360 Energy Park Drive, Suite 110, St. Paul, MN 55108**
p:651-228-0973 f:651-228-1949 www.mngrocers.com