

# The Farmers Market Coalition's Free SNAP EBT Equipment Program











#### What is It?

- Through FMC's program, FNS will cover the costs of purchasing or renting SNAP EBT equipment and services (set-up costs, monthly service fees, and wireless fees) for up to three years.
- Transaction fees (for SNAP EBT, credit, and debit payments) <u>are not</u> covered through this program.
- Approved applicants select equipment and service from one of four participating service providers: Dharma, MarketLink, MerchantSource and TSYS.











# Who's Eligible?

<u>SNAP-authorized</u> farmers markets, and direct-marketing farmers who sell at one or more farmers markets, are eligible if they:

- A. Do not currently possess functioning EBT equipment; OR
- **B.** Currently possess functioning EBT equipment, but received that equipment before May 2, 2012.

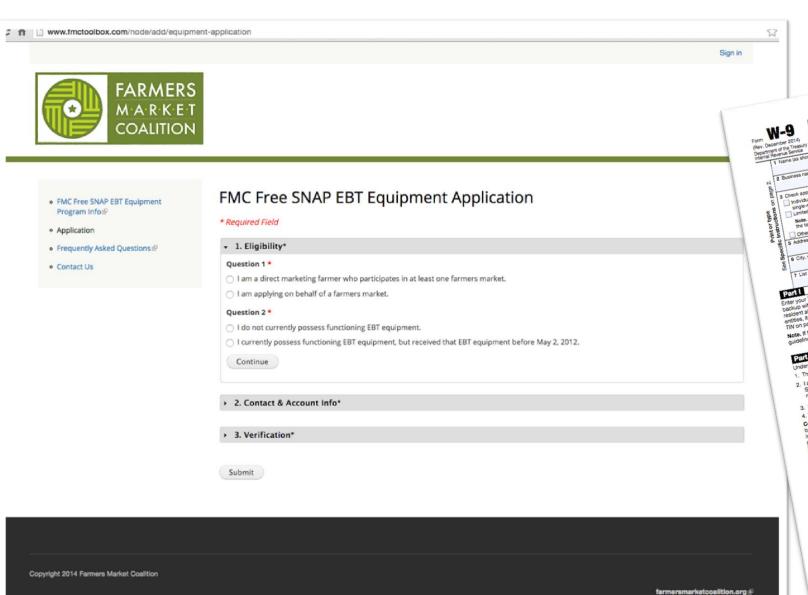
There is no longer a restriction on when the farmers market or direct-marketing farmer became SNAP authorized. Farmers markets and direct-marketing farmers with existing or new SNAP permits will be eligible for free equipment.

Direct marketing farmers must participate as a vendor in at least one farmers market in order to be eligible. Whether or not that market has other vendors offering SNAP is not relevant.



## **How to Apply:**

- APPLY: Go to <u>FMCtoolbox.org</u> to complete your application. You'll need an email address, an <u>FNS</u> number and a <u>completed W9 form</u>.
- 2. **GET APPROVED:** After FMC confirms your eligibility with the USDA FNS, you'll receive an approval email from FMC containing your FMC order number, and a link to info on participating SNAP EBT service providers.
- 3. CHOOSE A SERVICE PROVIDER: Select your preferred service provider and contact them directly to begin their sign-up process. Forward your chosen service provider your FMC approval email.
- 4. SIGN-UP: Complete the paperwork that your service provider requires. After everything is in order, the service provider will send an invoice for equipment and services to FMC. Once FMC pays the invoice, the equipment provider will release the equipment directly to you.
- 5. RECEIVE EQUIPMENT: Alert FMC via email when you have successfully received your equipment. Follow the directions provided by your service provider to activate your equipment and service. Start using your new equipment to accept SNAP!
- **6. REPORT:** At the end of the year, report your SNAP redemption and transaction totals to FMC.



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Visit **bit.ly/ProviderGuide** for more info on service providers.

#### **Dharma Merchant Services**

www.dharmamerchantservices.com

Nick Bencivenga (866) 615-5157 x105 nick@dharmams.com

#### **MerchantSource®**

www.merchantsource.com

Kim Lyons 1 (800) 313-5198 mobile (239) 246-7732 KimL@merchantsource.com

#### MarketLink

www.marketlink.org

Amy Crone (443) 212-8084 amy.crone@marketlink.org

#### **TSYS**

www.tsys.com

Jason Butts Chris Shanahan

(402) 574-7086 cshanahan@tsys.com

jbutts@tsys.com (402) 574-7016





# Sign Up Days:

- Contact the four service providers to see if they'd be able to send a representative.
- Contact FMC to alert us of the date and time of your sign-up day. We'll help promote it.
- FMC will send booklets and fliers on the Equipment Program to have onsite upon request. The fliers will include information on all the participating service providers—even those not present at the sign-up day. Upon approval, markets and farmers should receive a flier on the Equipment Program.





## Sign Up Days:

- FMC sends the FNS numbers of applicants to FNS staff weekly (or as needed) so that FNS can
  confirm that their information is correct, and that their account is in good standing. If an FNS Regional
  staff member emails a list of newly authorized markets and farmers from their sign-up day to
  ebt@farmersmarketcoalition.org directly, we can skip the step of FNS confirmation and get those
  applicants approved within the same day.
- If you will have a laptop with wireless connection available onsite at the sign up day for newly
  approved markets and farmers markets to complete the FMC Equipment Program Application, alert
  FMC at least two weeks beforehand, so we can have staff on hand to be receiving new FNS
  numbers and approving applications immediately. This option will only be possible on weekdays.



#### **Contacts and Links:**

Email: ebt@farmersmarketcoalition.org

**FMCToolbox.org** to apply

**bit.ly/FreeEBT** for more info on the program

bit.ly/ProviderGuide for more info on service providers

**Farmersmarketcoalition.org** 

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