



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Gwen M. Williams, Health & Licensing Officer

DATE: August 22, 2019

SUBJECT: Authorization to Apply for FDA Grant

Recommendation

Accept this report to authorize the City Manager to submit for FDA grant funding to enhance the City's health inspection and licensing processes.

Background

The U.S Food and Drug Administration offers several small-to-medium sized grants to state, local, territorial and tribal regulatory retail food programs to enhance conformance to federal standards and to encourage the growth of regulatory programs. These grants range from \$3,000 to \$20,000 and require no matching from the recipient.

Discussion

The upcoming application cycle for these grants begins September 4th and closes October 15th of 2019. City staff is seeking to apply for a Category 1 grant and Category 3 grant. Category 1 and Category 3 grants are used for staff training and education, and to conduct self-assessments of current compliance with the FDA Voluntary Retail Food Regulatory Program Standards. There is no discrete timeline to come into full compliance with these standards and we are able, at any time, to discontinue this program with no financial penalties.

These grants are designed to facilitate the consistency and equity with which we enforce our Code of Ordinances. If approved, we would reach out to the State of New Hampshire Department of Health to ensure that our goals are aligned with State standards, per the recommendation of our regional FDA representative.