



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
 DIVISION OF FINANCIAL AND ADMINISTRATIVE SERVICES – FOOD AND NUTRITION SERVICES

**2016 NATIONAL SCHOOL LUNCH PROGRAM EQUIPMENT ASSISTANCE GRANT APPLICATION**

**DUE DATE: Friday, April 15, 4:30 p.m.**

LOCAL EDUCATION AGENCY (LEA):	AGREEMENT NUMBER:	
SCHOOL BUILDING NAME:	SCHOOL BUILDING CODE:	
SCHOOL MAILING ADDRESS:	SCHOOL CITY:	SCHOOL ZIP:

**INSTRUCTIONS:**

Each grant application should be completed in its entirety. Application may be completed for more than one building; however, a cap of \$25,000 will be set per LEA. Incomplete applications will be disqualified. All applications must be signed.

Mail/Fax/Email the completed form to: Food and Nutrition Services, Missouri Department of Elementary and Secondary Education, PO Box 480, Jefferson City, MO 65102-0480; (573) 526-3897; [foodandnutritionservices@dese.mo.gov](mailto:foodandnutritionservices@dese.mo.gov)

Questions: Contact Food and Nutrition Services, 573-751-3526, [foodandnutritionservices@dese.mo.gov](mailto:foodandnutritionservices@dese.mo.gov)

**SECTION I: CONTACT INFORMATION**

CONTACT PERSON:	CONTACT TITLE:
CONTACT EMAIL ADDRESS:	
CONTACT PHONE NUMBER: ( )	SCHOOL FAX NUMBER: ( )

**SECTION II: EQUIPMENT INFORMATION (May only apply for one item of equipment per building.)**

DESCRIPTION OF EQUIPMENT:

TOTAL ESTIMATED COST OF EQUIPMENT:	PLANNED PURCHASE DATE:
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EQUIPMENT WILL BE SOLELY USED IN CHILD NUTRITION PROGRAMS: (CHECK ONE) YES  NO

IF NO, EXPLAIN.

**SECTION III: FOCUS AREA**

1. WILL THE PROPOSED EQUIPMENT PURCHASE IMPROVE THE QUALITY OF SCHOOL FOOD SERVICE MEALS THAT HAVE A MEANINGFUL IMPACT ON NUTRITION AND QUALITY? (EXAMPLE: SUCH AS SERVING MORE LOCAL FOODS OR REPLACING FRYERS WITH COMBINATION STEAMER-OVENS.)

(CHECK ONE) YES  NO

IF YES, PLEASE EXPLAIN.

2. WILL THE PROPOSED EQUIPMENT PURCHASE IMPROVE THE SAFETY OF FOOD SERVED IN THE SCHOOL MEAL PROGRAMS?

(CHECK ONE) YES  NO

IF YES, PLEASE EXPLAIN HOW THE SAFETY OF THE FOOD SERVED IN THE SCHOOL MEAL PROGRAMS WILL IMPROVE.

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator – Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6<sup>th</sup> Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov).

**SECTION III: FOCUS AREA (continued)**

3. WILL THE PROPOSED EQUIPMENT PURCHASE IMPROVE THE OVERALL ENERGY EFFICIENCY OF THE SCHOOL FOOD SERVICE OPERATION?  
(CHECK ONE) YES  NO

IF YES, PLEASE EXPLAIN HOW THE OVERALL ENERGY EFFICIENCY OF THE SCHOOL FOOD SERVICE OPERATIONS WILL IMPROVE.

4. WILL THE PROPOSED EQUIPMENT PURCHASE EXPAND PARTICIPATION IN A SCHOOL MEAL PROGRAM?  
(CHECK ONE) YES  NO

IF YES, PLEASE EXPLAIN HOW PARTICIPATION IN A SCHOOL MEAL PROGRAM WILL EXPAND.

5. INDICATE STRATEGIES FOR ADOPTING SMARTER LUNCHROOMS. (EXAMPLE: LUNCHROOM CHANGES THAT PROVIDE MORE CONVENIENCE AND APPEAL TO THE STUDENT POPULATION, HIGHLIGHTING HEALTHIER CHOICES, REDESIGNING MENUS THAT TARGET HEALTHIER ENTREES/OPTIONS.)

6. ARE EXISTING FUNDS (EXAMPLE: LOCAL OR STATE) AVAILABLE FOR EQUIPMENT PURCHASES?  
(CHECK ONE) YES  NO

IF YES, PROVIDE EXPLANATION.

7. INDICATE AGE OF CURRENT FOOD SERVICE EQUIPMENT.

8. HAS YOUR LEA ADOPTED THE NEW 2 CFR Part 200: "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" PROCUREMENT RULES PRIOR TO THE JULY 2016 MANDATORY DATE?  
(CHECK ONE) YES  NO

9. IF AWARDED GRANT FUNDS, LEA AGREES TO SUBMIT QUARTERLY AND ANNUAL PROGRESS ACTIVITY REPORTS?  
(CHECK) AGREE

PROGRESS ACTIVITY REPORTS MUST INCLUDE:

- PROGRESS MADE EXPENDING FUNDS
- ACCOMPLISHMENTS AND CHALLENGES IN EXPENDITURE ACTIVITIES
- REASON(S) FOR ANY UNLIQUIDATED FUNDS
- POTENTIAL RETURN OF EQUIPMENT
- TOTAL AMOUNT ALLOWABLE FOR ADMINISTRATIVE COST

**Grant recipients chosen for an award from this RFA must comply with the following regulations, principals, and assurances.**

**GOVERNMENT-WIDE REGULATIONS**

- 2 CFR Part 25: "Universal Identifier and System for Award Management"
- 2 CFR Part 170: "Reporting Sub-award and Executive Compensation Information"
- 2 CFR Part 175: "Award Term for Trafficking in Persons"
- 2 CFR Part 180: "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-Procurement)"
- 2 CFR Part 200: "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards"
- 2 CFR Part 400: USDA Implementing regulations" Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards"
- 2 CFR Part 415: USDA "General Program Administrative Regulations"
- 2 CFR Part 416: USDA "General Program Administrative Regulations for Grants and Cooperative Agreements to State and Local Governments"
- 2 CFR Part 417: USDA "Nonprocurement Debarment and Suspension"
- 2 CFR Part 418 USDA "New Restrictions on Lobbying"
- 2 CFR Part 421: USDA "Requirements for Drug-Free Workplace (Financial Assistance)"
- 41 USC Section 22 "Interest of Member of Congress"
- Duncan Hunter National Defense Authorization Act of Fiscal Year 2009, Public Law 110-417
- Sections 738 and 739 of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2012 (Public Law 112-55)

- "The Federal Funding Accountability and Transparency Act (FFATA), dated September 26, 2006"

#### **COST PRINCIPALS**

- 2 CFR, Part 200: Subpart E, Cost Principles

#### **USDA REGULATIONS**

- 7 CFR Part 15: "Nondiscrimination"
- Freedom of Information Act (FOIA). Public access to Federal Financial Assistance records shall not be limited, except when such records must be kept confidential and would have been excepted from disclosure pursuant to the "Freedom of Information" regulation (5 U.S.C. 552).

#### **ASSURANCE OF CIVIL RIGHTS COMPLIANCE**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-et seq.), USDA regulations at 7 CFR Part 15, Nondiscrimination, and Department of Justice regulations at 28 CFR Part 42, Nondiscrimination; Equal Employment Opportunity: Policies And Procedures
- Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.) and USDA regulations at 7 CFR Part 15a, Education Programs or Activities Receiving or Benefiting from Federal Financial Assistance
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 1681 et seq.) and USDA regulations at 7 CFR Part 15a, Education Programs or Activities Receiving or Benefiting from Federal Financial Assistance, and Department of Justice regulations at 28 CFR Part 41, Implementation of Executive Order 12250, Nondiscrimination on the Basis of Handicap In Federally Assisted Programs
- Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) The Grantee assures that it will immediately take any measures necessary to effectuate the requirements in these laws, regulations, and directives. The Grantee gives this assurance in consideration of and for the purpose of obtaining the funds provided under this agreement.
- The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination on the basis of disability in employment (Title I), state & local government services (Title II), places of public accommodation and commercial facilities (Title III). (42 U.S.C. 12101-12213)

#### **NONDISCRIMINATION STATEMENT**

- In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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**SECTION IV: SIGNATURES**

**CERTIFICATION**

The below signatures certify that:

- The information on this application is true and correct to the best of my/our knowledge.
- The equipment purchased with these grant funds will be used in operating the National School Lunch Program.
- Federal, State, or local rules, whichever are more stringent, pertaining to the purchase of equipment will be followed.
- The LEA will comply with recordkeeping and reporting requirements related to these funds as specified by the Department of Elementary and Secondary Education, Food and Nutrition Services.

SIGNATURE OF NATIONAL SCHOOL LUNCH PROGRAM AUTHORIZED REPRESENTATIVE:

DATE:

PRINT NAME OF NATIONAL SCHOOL LUNCH PROGRAM AUTHORIZED REPRESENTATIVE:

SIGNATURE OF FOOD SERVICE DIRECTOR:

DATE:

PRINT NAME OF FOOD SERVICE DIRECTOR: