

## 2024-2025 National School Lunch Program Equipment Assistance Grant Application

### 2024-2025 National School Lunch Program Equipment Assistance Grant Terms and Conditions

#### **Purpose of 2024-2025 Equipment Assistance Grant Funding:**

The Consolidated Appropriations Act, 2024, provided \$10 million to the USDA Food and Nutrition Service for the purpose of equipment assistance grants. The Ohio Department of Education, Office of Nutrition (ON) received \$337,995 for distribution to eligible school food authorities participating in the National School Lunch Program.

These funds will make a significant investment in meeting the unmet need allowing the purchase of capital equipment needed to serve healthier meals, improve food safety, and to help support the establishment, maintenance, or expansion of the School Breakfast Program.

Funds may be used for new equipment purchases (i.e. purchases that occur after the school is awarded funds), renovation of equipment or replacement of equipment. The funds may not be used to retroactively pay for or reimburse the school for prior equipment purchases.

School Food Authorities with equipment grant questions may contact Edward Doklovic, Management Analyst, at [Edward.Doklovic@education.ohio.gov](mailto:Edward.Doklovic@education.ohio.gov), or contact their Education Program Specialist.

#### **Application Process**

Eligible School Food Authorities must complete an electronic application by 11:59 a.m., January 12, 2025. No paper applications will be accepted. All submissions are subject to clarification or collection of additional information.

#### **Application Review Method:**

1. All Ohio schools operating the National School Lunch Program may apply for the **2024-2025** Equipment Assistance Grant.
2. To be considered for the **2024-2025** Equipment Assistance Grant, School Food Authorities should address the following equipment grant criteria in their application:
  - Age of food service equipment or lack of appropriate items
  - The availability of existing State and local funding for equipment purchases
  - Strategies for adopting lunchroom changes that provide more convenience and appeal to the student
  - Opportunities to realize meaningful impacts on nutrition and quality of meals
3. Priority will be given to schools who are showing a negative fund balance and who have not received any previous years equipment grant awards.
4. If there are any remaining funds from the equipment grant award, then priority will next be given to those schools which had received previous year's award's starting with inception year 2009 and then proceeding forward.

## **Important Dates:**

December 9, 2024: Application opens

January 12, 2025: Application closes at 11:59 pm EST

February 8, 2025 (tentative): Applicants notified of awards

After reviewing applications, award recipients will be notified by DEW Office of Nutrition. General announcement of awards will be made after acceptance of awards is received.

## **Definition of Equipment for the Purposes of the 2024 National School Lunch Program Equipment Assistance Grant:**

State agencies competitively award subgrants to local educational agencies and schools to purchase equipment, with a value of greater than \$1,000, needed to serve healthier meals, improve food safety, and to help support the establishment, maintenance, or expansion of the School Breakfast Program.

## **General Terms and Conditions for Equipment Funding and Purchase:**

1. A signed Assurance Statement in relation to the Equipment Grant award will be submitted to the Ohio Department of Education and Workforce prior to the procurement of the equipment.
2. The procurement in relation to this award must comply with local, state, and federal procurement laws and regulations. Ensure that all procurement for new equipment is conducted in a manner that provides, to the maximum extent possible, open, and free competition.
3. Funds must be used for new equipment purchases (i.e. purchases that occur after the school is awarded funds). The funds may not be used to retroactively pay for or reimburse the school for prior equipment purchases.
4. Unexpended funds of the approved grant will be refunded to ON for further award to eligible applicants.
5. Equipment purchased under this program will not be given to, granted to, transferred to, leased to, or sold to any person or entity that is not eligible to participate in the grant program as applicant.
6. School Food Authorities selected to receive proceeds of this grant will be required to provide the following documentation upon expenditure and request for reimbursement.
  - Invoices detailing item(s) purchased (including shipping & handling, any installation charges, and date of delivery/install)
  - Date equipment was installed and used toward meeting grant initiatives.
  - Copies of payment to the vendor(s) or financial reports detailing that funds were disbursed
7. School Food Authorities must abide by the grant timeline or risk forfeiture or repayment of grant funds.
8. School Food Authorities shall retain grant files and supporting documentation for a term of three (3) years after final payment. School Food Authorities will make these files available for review by the USDA or ON upon request.

## Federal Regulations, Part One

Grant recipients will comply with the following regulations, principles, and assurances:

- [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 200: “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”](#)
- [2 CFR 400: “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”](#)
- [2 CFR Part 415: “General Program Administrative Regulations”](#)
- [2 CFR Part 416: “General Program Administrative Regulations for Grants and Cooperative Agreements to State and Local Governments”](#)
- [2 CFR Part 417: “Non-Procurement Debarment and Suspension”](#)
- [2 CFR Part 418 “New Restrictions on Lobbying”](#)
- [2 CFR Part 421: “Requirements for Drug-Free Workplace \(Financial Assistance\)”](#)
- [7 CFR Part 3: “Debt Management”](#)
- [7 CFR Part 16: “Equal Opportunity for Religious Organizations”](#)
- [41 U.S.C. Section 22 “Interest of Member of Congress”](#)
- Privacy Act. The Cooperator/Grantee shall follow the rules and procedures of disclosure set forth in the [Privacy Act of 1974, 5 U.S.C. 552a](#), and implementing regulations and policies, with respect to systems of records determined to be subject to the Privacy Act.
- 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](#))

## Federal Regulations, Part Two

Grant recipients will comply with the following regulations, principles, and assurances:

### Civil Rights:

#### For all Child Nutrition and Food Distribution Programs:

Assurance of Civil Rights Compliance

The Grantee hereby agrees that it will comply with:

- a. Title VI of the Civil Rights Act of 1964 ([42 U.S.C. 2000d et seq.](#));
- b. Title IX of the Education Amendments of 1972 ([20 U.S.C. 1681 et seq.](#));
- c. Section 504 of the Rehabilitation Act of 1973 ([29 U.S.C. 794](#));
- d. Age Discrimination Act of 1975 ([42 U.S.C. 6101 et seq.](#));
- e. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 ([42 U.S.C. 12131-12189](#));
- f. [Executive Order 13166](#), "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000);
- g. All provisions required by the implementing regulations of the Department of Agriculture (USDA) ([7 CFR Part 15 et seq.](#));
- h. Department of Justice Enforcement Guidelines (28 CFR Parts [35](#), [42](#) and [50.3](#));
- i. Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex, (including gender identity and sexual orientation), age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement.
- j. The USDA non-discrimination statement that 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, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food,

and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the Grantee agrees to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Grantee, its successors, transferees and assignees as long as it receives assistance or retains possession of any assistance from USDA.

### **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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