



Food Service Equipment Assistance Application

COMPLETE PAGES 1 AND 2 AND SUBMIT WITH QUOTES

1. Sponsor/LEA Name (as it appears in CNPweb): _____
2. Name of Person Completing Form: _____
Title: _____ Telephone Number: _____
3. Food Service available funds as of June 30, 2026: \$_____

School Information

4. School Where Equipment will be Located: _____
Mailing Address: _____

District Information

5. District Name: _____
Mailing Address: _____
6. Equipment the School is applying for (one item only): _____
7. Please describe, in detail, how the equipment will improve the quality of school meals? **Attach text and keep to about half page.**
8. Please describe in detail how the equipment will improve the personal and/or food safety of school meals? **Attach text and keep to about half page.**
9. Please describe in detail how the equipment will improve the overall energy efficiency of school food service operations? How many energy saving features does this piece of equipment have? **Attach text and keep to about half page.**
10. Free and reduced eligible percent will be taken from SY2026 October Survey.

Certification: I certify that the information in this application is true and correct to the best of my knowledge, and that the funds required are needed for the equipment listed, and that the equipment acquired with funds will be used principally to effectively meet the nutritional needs of the children. I also agree to comply with all applicable state, federal and local procurement regulations, principles, and assurances.

Approved by:

Superintendent

Printed Name: _____ Signature: _____ Date: _____

Maine DOE

Printed Name: _____ Signature: _____ Date: _____

Return via email to michele.bisbee@maine.gov

For questions – 207-592-6076 or michele.bisbee@maine.gov

MUST BE RECEIVED NO LATER THAN OCTOBER 30, 2026 – NO PURCHASE INCURRED PRIOR TO APPROVAL WILL BE HONORED FOR PAYMENT

**THIS FORM MUST BE SUBMITTED WITH EACH SCHOOL LEVEL EQUIPMENT GRANT APPLICATION
BY OCTOBER 30, 2026**

Sponsor/LEA Name (as it appears in CNPweb): _____

School Where Equipment will be Located: _____

Equipment Name	Manufacturer	Model	Vendor Name	Equipment Quote	Installation Cost	Total Cost

**THIS FORM MSUT BE SUBMITTED WITH THE APPLICATION AND AT LEAST TWO QUOTES BY
OCTOBER 30, 2026**

Food Service Equipment Assistance Information Sheet

- **Funding requests must total \$1,000** and may include installation and transportation. Grants will be funded up to \$10,000. Anything amount that exceeds \$10,000 is the responsibility of the SAU.
- Priority will be given to schools exceeding 50% or more free and reduced eligibility
- Funding is only for SFAs participating in the National School Lunch Program equipment. However, other Child Nutrition programs can benefit from it.
- Schools that receive a balance too high letter for SY25 are ineligible
- Priority will be given to schools that have not received Federal Equipment Assistance funds previously.
- **To apply for equipment assistance the SAU must return by close of business October 30, 2026:**
 - At least two (prefer three) written price quotes for the same make/model of equipment. This can be for new equipment, equipment replacement, equipment renovation. Quotes may include delivery and installation costs.
 - Completed application form. Please answer questions completely. One school and one piece of equipment per application.
 - Supplements to application form
- **Scoring will include:**
 - Number of students eligible for free and reduced. (max score 40 points)
 - Improve quality of lunch meals. 9 (max score 15 points)
 - Improve safety of the NSLP. (max score 15 points)
 - Improve overall energy efficiency (max score 15 points)
 - What is the Districts Cashbook Balance (max score 5 points)
 - How many late claims did the school have this School Year? (max score 5 points)
 - What is the cost per child of the equipment (max score 5 points)
 - Maximize scoring by including as many categories as possible
- **Signed agreement accepting the award must be returned by November 30, 2026**
- **To receive the money after approval, the SAU must return by deadline date August 30, 2027:**
 - Completed equipment assistance claim form
 - Paid invoice(s) for the approved equipment
- Total amount available is \$77,531
- Applications will be scored based on criteria indicated above
- Scores will include agency representation and local representation
- Awarded districts will be notified by (11/20/2026). The State Agency must receive the contract and claim by deadline date.
- The State Agency will collect data from the winning SFA's on their progress in expending awarded funds, accomplishments, challenges, and impact on the nutrition program.

Web address to stay current and find materials: <https://www.maine.gov/doe/schools/nutrition>. **Grant recipients chosen for an award from this RFA must comply with the following regulations, principals, 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 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, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, *USDA Program Discrimination Complaint Form* which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or
- (2) **fax:**
(833) 256-1665 or (202) 690-7442; or
- (3) **email:**
program.intake@usda.gov

This institution is an equal opportunity provider.