STATE OF MAINE

DEPARTMENT OF EDUCATION

# APPLICATION – FOOD SERVICE EQUIPMENT ASSISTANCE GRANT 2021

1. Name of LEA:

2. Name of Person Completing Form: Title: Tel. No.:

3. Food Service available funds. (cash book balance will be taken from February claim form)

4. SCHOOL INFORMATION 5. DISTRICT INFORMATION

School Where Equipment Will Be Located District Name

Mailing Address:

Street Street

City, State Zip City, State Zip

6. Equipment the School is applying for (**one item only)**:

7. Please describe in detail how the equipment will improve the quality of school lunch meals? Be sure to include how many different ways your nutrition program will be able to use the equipment.

**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 the lunch program(s)?

**Attach text and keep to about half page**.

9. Please describe in detail how the equipment will improve the overall energy efficiency of the school foodservice operations? How many energy saving featured does this piece of equipment have?

**Attach text and keep to about half page.**

10. Free and reduced eligible percent will be taken from 2020 ED534 report.

CERTIFICATION: I certify that the information in this application is true and correct to the best of my knowledge, and that the funds requested 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.

Date (Printed Name of Superintendent of Schools) (Signature of Superintendent of Schools)

APPROVED BY:

Date (Printed Maine Department of Education Official) (Signature Maine Department of Education Official)

#### RETURN TO: Maine Department of Education For Information Call: (207) 592-6076

**Child Nutrition E-MAIL: michele.bisbee@maine.gov**

#### 136 State House Station

#### Augusta, ME 04333-0136

#### E-MAIL: michele.bisbee@maine.gov

**MUST BE RECEIVED NO LATER THAN JUL 31, 2021**

**(NO PURCHASE INCURRED PRIOR TO APPROVAL WILL BE HONORED FOR PAYMENT)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **STATE OF MAINE** | | | | | | | | | |
| **DEPARTMENT OF EDUCATION** | | | | | | | | | |
| **FOOD SERVICE EQUIPMENT SUPPLEMENT APPLICATION FORM, SY 2021** | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |
| THIS FORM MUST BE SUBMITTED WITH EACH SCHOOL LEVEL EQUIPMENT GRANT APPLICATION BY 07/31/2021 | | | | | | | | | |
|
| LEA: |  |  |  | SCHOOL/LOCATION | | |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Vendor | Equipment | Installation | Total |
| Equipment Name: | | | Manufacturer: | | Model: | Name | Quote | Cost | Cost |
|  | | |  | |  |  |  |  |  |
|  | | |  | |  |  |  |  |  |
|  | | |  | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **THIS FORM MUST BE SUBMITTED WITH THE APPLICATION AND TWO QUOTES BY JULY 31, 2021** | | | | | | | | | |
|

MAINE DEPARTMENT OF EDUCATION

FOOD SERVICE EQUIPMENT ASSISTANCE GUIDELINES

* Funding requests must total $1,000 or more and may include installation and transportation
* Priority will be given to schools exceeding 50% or more free and reduced eligibility
* Funding is intended only for lunch program equipment. However, other Child Nutrition programs can benefit from it.
* Schools that received a balance too high letter in SY20 are ineligible
* The school is ineligible if the school received Federal equipment assistance funds previously.
* To apply for equipment assistance the SAU must return by JULY 31, 2021:
  + 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. (max score 20 points)
  + Improve safety of the NSLP. (max score 20 points)
  + Improve overall energy efficiency (max score 15 points)
  + Cost per student 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 August 23, 2021
    - To receive the money after approval, the SAU must return by deadline date: November 30, 2021
  + Completed equipment assistance claim form
  + Paid invoice(s) for the approved equipment
  + Total amount available is $81,796 (Eighty One Thousand Seven Hundred and Ninety Six Dollars)
  + Applications will be scored based on criteria indicated above
  + Scores will include agency representation and local representation
  + Awarded districts will be notified on 8/16/21. 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/programs/equipmentassist**](https://www.maine.gov/doe/schools/nutrition/programs/equipmentassist)

### **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 inconsideration 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)

This institution is an equal opportunity provider.

### USDA IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER