



JOY HOFMEISTER
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

MEMORANDUM

TO: Superintendents and Authorized Representatives of Child Nutrition Programs (CNP)
FROM: Child Nutrition Programs
Date: May 2015
SUBJECT: 2015 Equipment Assistance Grants for School Food Authorities (SFAs)

The 2015 Agriculture Appropriations Act has directed that each state will receive another round of Equipment Grant Funds. The funds will be awarded through a competitive grant and will be distributed to school districts at the beginning of the 2015-2016 school year. Funds awarded must be **encumbered and expended** by December 31, 2015. Any unused funds must be returned by January 31, 2016, for redistribution.

Applications

Each district participating in the NSLP is eligible to submit applications on behalf of individual school sites that wish to receive an NSLP Equipment Assistance Grant, unless they have received funds in 2009-2010 and 2013-2014 school years. Go to the Child Nutrition eClaims System, and look for the *Equipment Assistance Grant Application* in the blue box to the left of the page. Click on this link and complete one application, answering all questions, for each school site needing equipment. Be sure to *Save and Certify* each form.

APPLICATION DUE DATE: TUESDAY JUNE 30, 2015

**NO APPLICATIONS OR REVISIONS TO THE APPLICATION
WILL BE ACCEPTED PAST THE DUE DATE.**

Equipment Definition

Equipment requests may include new equipment, renovation (refurbishment) of equipment, or replacement of equipment. United States of Agriculture (USDA) regulations at 7 CFR 3016.3 and Office of Management and Budget (OMB) Circular A-87 define equipment for the purpose of NSLP equipment assistance grants as articles of nonexpendable, tangible personal property with a useful life of more than one year and a per unit acquisition cost of \$5,000 or more. As with all federal grant funds, equipment procured using NSLP equipment assistance grant funds must be a reasonable and permissible cost.

Selected districts must maintain all documentation pertaining to this grant on file until June 30, 2019.

Criteria for Award of NSLP Equipment Assistance Grants to SFAs

State agencies must comply with the statutory requirement that these competitive grants are to be based on the need for equipment assistance in participating schools with priority given to schools in which 50 percent or more of the students are eligible for free or reduced-price meals. In addition, sites that have not received previous equipment grant money (2009-2010 and 2013-2014 school years) will be given preference.

In order to make the most effective use of NSLP equipment assistance grant funds, there will be four focus areas included on the application. Districts may select one or more of the focus areas when justifying their need for equipment assistance grant.

Approval Notification

If a grant is approved and awarded to your district, you will be notified by August 15, 2015. The notification will include the amount of the grant.

If you have any questions, please contact the CNP offices at 405-521-3327.

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