

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX **DATE:** December 4, 2018

TOPIC/TITLE: Grant Applications

PRESENTER: Jimmy Brehm

ORIGIN:

- TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ACTION REQUESTED AT THIS MEETING
- ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ACTION REQUESTED AT FUTURE MEETING: (DATE)
- BOARD REVIEW REQUIRED BY

- STATE OR FEDERAL LAW OR REGULATION
- BOARD OF EDUCATION POLICY
- OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- PREVIOUS REVIEW OR ACTION

- DATE:
- ACTION:

BACKGROUND INFORMATION:

Per Board policy - grant applications must be pre-approved.

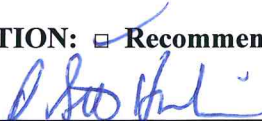
SUMMARY OF MAJOR ELEMENTS:

We are requesting Board approval to apply for and to accept if awarded: District Food Service Program (2018 NSLP Equipment Assistance Grant); Visually Impaired Teacher (Kentucky School for the Blind Charitable Foundation Grant for Assistive Technology); Special Education Department (WHAS Grant).

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended



**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX D DATE: November 30, 2018

TOPIC/TITLE: Grant Applications

PRESENTER: Jimmy Brehm 

ORIGIN:

- TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ACTION REQUESTED AT THIS MEETING
- ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
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- STATE OR FEDERAL LAW OR REGULATION
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- OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- PREVIOUS REVIEW OR ACTION

- DATE:
- ACTION:

BACKGROUND INFORMATION:

Per Board policy - grant applications must be pre-approved.

SUMMARY OF MAJOR ELEMENTS:

We are requesting Board approval for district food service to apply for and to receive if awarded, the 2018 NSLP Equipment Assistance Grant.

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended



REQUEST FORM

EMPLOYEE OR PERSON MAKING REQUEST Courtney Quire

ORGANIZATION, IF ANY, THAT YOU REPRESENT Food Service

NATURE OF REQUEST Applying for the 2018 NSLP Equipment Assistance Grant.

IS THIS REQUEST IN COMPLIANCE WITH ALL DISTRICT POLICIES? YES NO

WILL THIS REQUEST REQUIRE ANY EXPENDITURE OF DISTRICT FUNDS? YES NO

ADMINISTRATOR RECEIVING REQUEST _____

IF THIS REQUEST IS ORIGINATING FROM A PARTICULAR SCHOOL OR IS REQUESTING THE USE OF A PARTICULAR SCHOOL, THE BUILDING PRINCIPAL MUST RECOMMEND HIS APPROVAL BY SIGNING BELOW.

DATE

BUILDING PRINCIPAL'S SIGNATURE

THE PERSON MAKING THIS REQUEST CAN BE CONTACTED AT THE ADDRESS OR TELEPHONE NUMBER LISTED BELOW.

423 Buck Run Rd.

ADDRESS

(859) 753-3686

TELEPHONE

11/20/18

DATE

Courtney Quire

SIGNATURE OF PERSON MAKING REQUEST

RECEIVED

NOV 20 2018

WOODFORD COUNTY
BOARD OF EDUCATION



REQUEST FOR APPLICATION

EQUIPMENT ASSISTANCE GRANTS (Round 5) FOR SCHOOL FOOD AUTHORITIES

<p style="text-align: center;">Deadline</p> <p style="text-align: center;">4:00 p.m. (ET) December 20, 2018</p> <p style="text-align: center;">(Applications received after the deadline will not be reviewed.)</p>	<p style="text-align: center;">Issued By</p> <p style="text-align: center;">Division of School and Community Nutrition</p> <p style="text-align: center;">2 Hudson Hollow Road, Suite B</p> <p style="text-align: center;">Frankfort, KY 40601 - 4311</p>
<p style="text-align: center;">Submit all questions in writing to:</p> <p style="text-align: center;"><u>KDERFP@education.ky.gov</u></p> <p style="text-align: center;">Deadline for submission of questions:</p> <p style="text-align: center;">12 Noon (ET) November 26, 2018</p>	<p style="text-align: center;">Submit Application to:</p> <p style="text-align: center;"><u>KDERFP@education.ky.gov</u></p> <p style="text-align: center;">Deadline for submission of application:</p> <p style="text-align: center;">4:00 p.m. (ET) December 20, 2018</p>
<p style="text-align: center;">Restrictions/Conditions:</p> <p style="text-align: center;"><i>The competition is open only to School Food Authorities (public schools/districts, private schools, residential child care institutions) that participate in the <u>National School Lunch Program</u> that are at least 50% or above F/R and did not receive a prior ARRA or NSLP Award. Districts that submit an application in response to this RFA must comply with Policy Memo SP 17-2018 and <u>FNS Standard Terms and Conditions</u> are incorporated herein by reference.</i></p>	

**KENTUCKY DEPARTMENT OF EDUCATION
SCHOOL AND COMMUNITY NUTRITION
EQUIPMENT ASSISTANCE GRANTS**

Background

The United States Department of Agriculture (USDA) has selected Kentucky to receive federal funds for the 2018 NSLP Equipment Assistance Grants. These funds were provided by the Consolidated Appropriations Act, 2018, (Public Law 115-141). Kentucky will receive \$567,719 to assist School Food Authorities (SFAs) participating in the National School Lunch Program in purchasing needed equipment to meet the new nutritional standards for schools as required by the Healthy Hunger-Free Kids Act of 2010.

Eligibility Requirements

These funds will be awarded via a competitive grant process to SFAs giving priority to high need schools (e.g., schools in underserved areas, schools with limited access to other resources, and age of food service equipment) where 50 percent or more of the enrolled students are eligible for free or reduced price meals. KDE will use the month of October 2017 to document eligibility. Please refer to the KDE School and Community Nutrition web site at [Qualifying Data](#) for that figure. In addition, SFAs may submit applications for schools that did not receive a previous NSLP Equipment Assistance Grant award under the ARRA Act of 2009 and the FY 2010, FY 2013, FY 2014, FY 2015, and FY 2016 Agriculture Appropriations Acts.

Awards

No grant will be awarded for greater than \$25,000 per school. The SFA must have the ability to complete their procurement and expenditure activities by the end of FY 2020 (September 30, 2020).

SFAs that are unable to fully expend their grant amounts must return the unliquidated funds to the State agency. If these funds are returned to the State agency prior to September 30, 2020, the State agency may reallocate available funds (the returned funds and the funds not previously obligated to SFAs) to award the next applicant approved for an equipment grant that had not received funds during the initial competitive grant application process. Upon exhausting the eligible applicant list, and submitting a written justification to the appropriate FNS Regional Office that all eligible SFAs have been given an opportunity to receive funds, the State agency will return to the top of the applicant list and fund SFAs that were partially funded during the initial allocation process from top to bottom.

Funds returned to the State agency after September 30, 2020 must be returned to FNS. State agencies must follow all standard policies and procedures to award these grants to the SFAs.

Reporting Requirements

FNS Regional Financial Management Offices will be responsible for processing grant awards to State agencies and ensuring that State agencies submit quarterly SF-425 Financial Reports in the Food Program Reporting System (FPRS). If State agency staff does not already have access to the CN-NSLPE Program in FPRS, they will need to submit an FNS-674 to their Regional Office point-of-contact. FNS Regional Program Offices will be responsible for collecting quarterly progress activity reports (and forwarding a copy to the National Office) from State agencies that include, at a minimum, the following information:

- Progress/Challenges made in solicitation, obligation and expenditure of funds by the State Agency
- Progress/Challenges experienced by the SFA/LEA in expenditure of funds
- Number of Equipment Assistance Grant applicants and number approved

- Report on the total amount and percentage of administrative costs expended as compared to the total amount allowable for administrative costs

Additionally, starting this year, State agencies will be responsible for compiling and forwarding an annual progress activity report to the appropriate FNS Regional Office by October 13, 2019 and again by October 12, 2020. This report must include, at a minimum, the following information for each school receiving funding:

- School name and free/reduced priced rate
- Total award amount
- The type and cost of each piece of equipment funded

Once received by the FNS Regional Program Offices, a single report will be forwarded to the National Office by October 31, 2019 and again by October 31, 2020.

Grant applications will be limited per SFA as listed below:

Number of Schools Per SFA That Meet the Eligibility Requirements Identified Above	Maximum Number of Applications per SFA
1 to 10	2
11 to 20	3
21 to 50	4
51 to 150	5

Allowable and Unallowable Uses of Funding

Equipment requests may include new equipment, renovation of equipment, or replacement of equipment. Regulations at 2 CFR Part 200.33 define equipment as tangible personal property having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. However, for the FY2019 Equipment Assistance Grants, Congress has specified that the threshold for the purchase of equipment cannot be lower than \$1,000. Grantees should keep in mind that this lower purchase threshold only applies to FY2019 equipment grant funds.

As with all Federal grant funds, procurement regulations at 7 CFR Part 210.21 and 2 CFR Part 200.317-326 applies, and equipment competitively procured using these grant funds must be necessary, reasonable, and allocable. While using these grant funds to purchase a walk-in freezer for school food service, or a salad bar, may be an allowable cost, building an extension to a cafeteria would be a capital expense that should be borne by the school district.

SFAs are required to follow all Federal, State, and Local procurement laws when purchasing equipment with these grant awards.

Funds SHALL be used to purchase equipment to be used in the following ways:

1. Equipment that lends itself to improving the nutritional quality of meals;
2. Equipment that improves the safety of food served in the schools;
3. Equipment that improves overall energy efficiency of nutrition program operations; and;
4. Equipment that allows SFAs to support expanded participation in the meal service.

Funds may NOT be used for:

1. Renovation of existing kitchen or construction of a new one.
2. Equipment already paid for.
3. Point-of-sale system software or hardware; student identification system hardware or software.
4. Any administrative costs associated with applying for the grant or, if successful, implementing the grant.

Below are best practices to assist your efforts in upgrading food service equipment to serve healthier meals:

- School officials and local policymakers should work collaboratively with parents, teachers, students, and funders to identify and implement strategies for meeting equipment, infrastructure, and training needs.
- Nonprofit and for-profit organizations that have an interest in improving children's health, education, school infrastructure, and community wellness should provide assistance to schools in acquiring the necessary equipment.

Submission of Questions

All questions, including those pertaining to the budget, must be submitted via email to kderfp@education.ky.gov by **12:00 pm Noon ET, November 26, 2018**. All questions and responses will be posted on the KDE website on or around **November 30, 2018**.

Check the Website for Q&A and Revisions

It is the responsibility of the applicant to periodically review the KDE Competitive Grants webpage for revisions to this RFA; posted questions and responses; and further clarification of requirements, both programmatic and technical.

Submission of Application

The Kentucky Department of Education must receive in its email inbox the original and blind application by 4:00pm ET, December 20, 2018. Applications received after this time and date will not be reviewed or considered for award.

One original and one blind copy shall be submitted for each application. Applicants are responsible for contacting the Kentucky Department of Education (at kderfp@education.ky.gov) confirming the receipt of their applications. Upon response, the KDE will confirm the receipt of the email and attachments (if any). Please note the KDE does not open attachments to check for accuracy.

1. Complete one application for each piece of equipment for which you are requesting grant funds. Scan the completed application in its entirety, including all signatures, to PDF format. Save the original application as ***EquipAsst19-District-School Name-Original***. (For example: Franklin County High School in Franklin County would save the original application as *EquipAsst19-Franklin-Franklin Co HS-Original*.)
2. When blinding a copy, the blind copy should not contain identifying words or names of people, districts, counties, or schools. You may choose to omit this information, use black highlighting in Microsoft Word, completely blank out the identifying info or use XXXX. Scan the completed blind application in its entirety to PDF format. The blind copy should not contain identifying words or names of people, districts, counties, or schools. The cover page does not need to be scanned for the blind copy. Save the blind application as ***EquipAsst19-District-School Name-Blind***. (For example: Franklin County High School in Franklin County would save the blind application as *EquipAsst19-Franklin-Franklin Co HS-Blind*.)

Applications with identifying information may be deemed non-responsive.

3. To submit applications:

- On the subject line of the email, type ***EquipAsst19/name of district/name of school***.
- Email both to KDERFP@education.ky.gov
- The date/time on the received email must be on or before 4:00 pm ET, December 20, 2018.**
 - Keep in mind that email coming in to the Kentucky Department of Education is routed for security purposes through multiple networks and servers. Allow ample time for this and the possibility that email is not always sent or received on the first try.
 - Applications not received by the deadline will not be reviewed or considered for award.

Evaluation of Application

A committee consisting of persons knowledgeable in the school food service will review applications. The following factors will be evaluated when scoring the paragraph describing how the piece of equipment will change what you are doing and make a difference in the school nutrition program:

1. Opportunities to realize a meaningful impact on nutrition and quality of meals(e.g., replacing fryers with combination steamer-ovens)
2. Strategies for adopting Smarter Lunchrooms (e.g. lunchroom changes that provide more convenience and appeal to the student population, highlighting healthier choices, redesigning menus that target healthier entrees/options)
3. The availability of existing State and local funding for equipment purchases
4. Age of food service equipment

Payment for Grants

Payments will be made on a reimbursement basis up to the award amount. A copy of the invoice along with equipment serial number and a copy of your cancelled check must be submitted to:

Kara Carter
Division of School and Community Nutrition
2 Hudson Hollow Road, Suite B
Frankfort, KY 40601

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, audiotope, 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, \(AD-3027\)](#) or 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.

This institution is an equal opportunity provider.

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: **DATE:** November 14, 2018

TOPIC/TITLE: to submit grant and to receive if awarded

PRESENTER: Kristin Garffie, Teacher of the Visually Impaired

ORIGIN:

- TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ACTION REQUESTED AT THIS MEETING
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- OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- PREVIOUS REVIEW OR ACTION

- DATE:
- ACTION:

BACKGROUND INFORMATION:

Kentucky School for the Blind Charitable Foundation provides grants for Assistive Technology to be used in the home setting for access to materials at home and in the community. The school provides the student with an iPad at school, but the iPad Pro has much more storage and up to date features, such as the apple pencil product compatability, for the student to use as a true tablet.

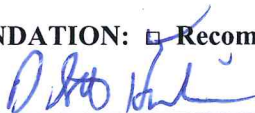
SUMMARY OF MAJOR ELEMENTS:

This grant would provide an iPad Pro, an apple pencil, Apple Care and a case with a stand and bluetooth keyboard built in for the student in the home setting. This will allow the student to have up to date technology at no cost to the district.

IMPACT ON RESOURCES: Will provide funding for an iPad Pro, case, apple care and apple pencil for the student.

TIMETABLE FOR FURTHER REVIEW OR ACTION: Due April 1, 2019

SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended



**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: **DATE:** November 14, 2018

TOPIC/TITLE: Apply for and accept (if granted) the WHAS grant

PRESENTER: Tracey Francis *TF*

ORIGIN:

- TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
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- NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- PREVIOUS REVIEW OR ACTION

- DATE:
- ACTION:

BACKGROUND INFORMATION:

Each year WHAS offers a grant for institutions that work with special needs students. We have a history of applying, and being awarded this grant, and would like to apply again.

SUMMARY OF MAJOR ELEMENTS:

We would like to apply, and accept if awarded, the annual WHAS grant.

IMPACT ON RESOURCES: Will be an additional source of revenue if awarded.

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended

[Handwritten Signature]
