

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: VII K **DATE:** June 3, 2024

TOPIC/TITLE: Grants

PRESENTER: Courtney Quire

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.

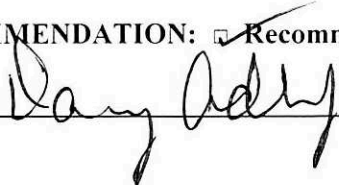
SUMMARY OF MAJOR ELEMENTS:

We are requesting Board approval to apply for and to accept if awarded: \$10,000 from No Kid Hungry to cover laor costs for our Summer Food Service Program; Additional \$6000 from Local Food for Schools.

IMPACT ON RESOURCES: none

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended



**WOODFORD COUNTY BOARD OF EDUCATION
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PREVIOUS REVIEW, DISCUSSION OR ACTION:

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SUMMARY OF MAJOR ELEMENTS:

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IMPACT ON RESOURCES: none

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: **Recommended** **Not Recommended**



1. INTRODUCTION

The No Kid Hungry School Nutrition Grant Opportunity will provide funding to school districts to maximize federal child nutrition programs to ensure children have access to healthy meals at school. Funds are intended to support initiatives that increase participation in the School Breakfast Program, but may also be used to support other school meals programs, including lunch and afterschool meals.

NO KID HUNGRY GRANTING PRIORITIES

No Kid Hungry is committed to addressing the systemic and structural inequities disproportionately impacting historically under-resourced communities. No Kid Hungry will prioritize funding to school districts in the following communities:

- Communities where 50% or more of the population identifies as Black/African-American, Hispanic/Latino, Indigenous Peoples, Asian, Hawaiian Native or Pacific Islander.
- Communities where at least 60% of students are eligible for free and reduced-price school meals
- Rural and urban communities where schools/school districts face unique challenges in addressing hunger.
- Communities experiencing extreme economic hardship, determined through multiple data points.
- Communities where members experience intersecting social and environmental inequities.

USE OF FUNDS

Funds are intended to support school districts in implementing a strong and sustainable plan for maximizing participation in school meal programs, with a priority on the School Breakfast Program. Strategies may include:

- Expanding access with Breakfast After the Bell programs such as Breakfast in the Classroom, Grab and Go to the Classroom, and Second Chance Breakfast.
- Promoting awareness of meal availability to students and families, especially for free and reduced-price eligible students.
- Innovative strategies that increase participation in the School Breakfast Program.
- Promoting and supporting enrollment of SNAP & WIC.
- Supporting partnerships with other school districts and/or local community-based organizations to increase access to meal programs.
- Ensuring maximum student participation and improving meal quality in the Summer Food Service Program (SFSP) and Seamless Summer Option (SSO)
- Promoting awareness of non-congregate meal availability to students and families

Budget requests may include:

- Meal service supplies and equipment needed to serve breakfast such as: grab and go carts, insulated coolers/warmers, packaging equipment and supplies, refrigerators, and retrofitting existing equipment to meet new needs.
- Technology requests, including point of service machines.
- Additional expenses as needed.



KY School Summer 2024

Please see your state's specific Call for Proposals for a list of funding restrictions for this grant cycle.

I read the Use of Funds and understand the variety of items that can be covered using grant funds.

Yes

CORPORATE FUNDING

Grants may be funded through corporate partners working with Share Our Strength. You will be notified upon receipt of the grant award if a corporate partner is sponsoring the grant award.

I understand that my award may be sponsored through corporate partners working with Share Our Strength.

Yes



2. APPLICANT DETAILS

Organization

Woodford County School District

How would you like your organization's name listed on public-facing materials?

Woodford County Board of education

SCHOOL NUTRITION DIRECTOR

Are you the School Nutrition Director of your School District?

Yes

SUPERINTENDENT

Are you the Superintendent of your School District?

No

Please provide the Superintendent's information below:

Danny Adkins
(859)-879-4600
danny.adkins@woodford.kyschools.us

PERSON AUTHORIZED TO SIGN A GRANT AGREEMENT LETTER

If awarded funds, this would be the person who will receive and sign the grant agreement.

Shane Smith
CFO/ COO
(859)-879-4600
shane.smith@woodford.kyschools.us



3. USE OF GRANT FUNDS

Please provide a concise description (2-3 sentences) of the project for which you will be using grant funds. What is the desired impact of your project and how will it help the students in your district? (Maximum Characters: 1,500)

The project aims to implement a non-congregate meal service during the summer months to ensure students in the district have access to nutritious meals even when school is not in session. The desired impact is to address food insecurity among students, improve their overall health and well-being, and support their academic success by providing consistent access to healthy meals outside of the school year.

What is the anticipated timeline for this project?

Summer only

Please select which programs your school district will be improving/implementing as a result of No Kid Hungry grant funding. Select all that apply.

Summer Meals (non-congregate meals served at no cost to all participants)

Please describe 1-2 primary goals for how this project will help your school district expand participation and/or improve the programs you have listed above, including how grant funds will support these goals. Goals should reflect your intention for the proposed program and could be either quantitative or qualitative goals. Example:

- *Breakfast: Our district will aim for a 10% increase in Breakfast After the Bell participation by the end of the grant period.*
- *Summer: Our district will add 3 new non-congregate meal sites by the end of the grant period.*

Goal 1 (Maximum Characters: 32,000):

Our District will offer meals every day of the week to increase meal access for children in our community.

Goal 2 (Maximum Characters: 32,000):

Our District will send weekend meal bags home at all of our sites.

Please provide the anticipated start date of the project you are proposing with the use of grant funds. The date you select should be at least 4 weeks after application submission. Funds should be at least partially spent and equipment should be purchased in order for your programming to begin. The standard grant period is one year unless otherwise discussed.

Start Date: 05/30/2024



KY School Summer 2024

List other organizations, if any, you are working with on the project and the role of each. (Maximum Characters: 30,000)

We are partnering with our local library, St. Leo's Church and Woodford Christian Church. They will be a meal site and provide enrichment.

SUMMER MEALS

For summer 2024, No Kid Hungry is prioritizing grant funding to support summer meal programs offering non-congregate meals in rural communities. Are you planning to serve summer meals through Summer Food Service Program (SFSP), Seamless Summer Option (SSO)?

Summer Food Service Program (SFSP)

If you serve in rural areas, do you plan to operate through USDA's rural non-congregate option, if approved?

Yes

Have you been approved by your state agency to serve non-congregate meals this summer?

Yes - I have been approved to serve non-congregate meals

Please provide the anticipated start/end dates of your summer meals program operations for this summer.

Program Start Date: 05/30/2024

Program End Date: 08/02/2024

We would like to learn more about the scope of your summer meal distribution efforts this summer, including, the number of site locations by types, the frequency meals will be distributed throughout the week, the number of days worth of meals being served at each distribution, and projected number of meals served for the entire summer. If frequency of meal distribution and/or days worth of meals being served varies across sites, please use the average number of weekly distribution days. Please complete the table below with a number in each box. Enter 0 if you are not serving any meals or do not have any sites.

	Number of Locations	Number of days per week meals will be distributed	Number of days worth of meals being served per distribution	Estimated Total Number of meals served this summer
Site locations offering ONLY congregate meal distribution	0	0		0
Site locations offering ONLY non-	0	0	0	0



KY School Summer 2024

congregate meal distribution				
Site locations offering both congregate AND non-congregate meal distribution at the same site location	6	7	7	25,000

Please share more about your district/organization's program operations at site locations offering both congregate AND non-congregate meal distribution at the same site location including the meal types being offered (breakfast, lunch, supper, snack), timing of distribution, location of distribution sites (e.g. schools, community centers, libraries, etc.), any activities being offered alongside meals, etc. (Maximum Characters: 10,000)

Non-congregate meals are served to either children or caregivers on behalf of their child and can be consumed away from the site location. Non-congregate meal distribution models can include Drive-thru or curbside pick-up, Walk-up distribution, Mobile route distribution, Home Delivery, Parent pick-up, etc. Please check with your state agency to ensure your planned distribution type/model is allowable in your state.

non-congregate meals will be served to children or caregivers and can be consumed onsite or offsite. We will use a drive-thru model, home delivery and parent pickup options.

We understand that the opportunity to offer non-congregate summer meals in rural communities is still relatively new for many sponsors, and we are eager to learn more about the barriers sponsors may face in maximizing non-congregate meal service in their communities. Please share more about opportunities you see to expand access to meals in the communities you serve and the barriers you've encountered in reaching them. This can include regions, site locations, and/or distribution models that were deemed not allowable by your state agency.

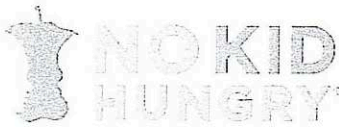
This will be the first year we have been approved to do non-congregate summer meals since the Pandemic era waivers. The only barrier I foresee is parent confusion on why we can this year and couldn't last year. We will provide clear and concise communication to combat this issue.

What activities or learning opportunities will be offered along with your summer meals? Select all that apply.

Summer School; Summer Program; Recreational Activity; Learning Program; Summer Camp

Is your summer meals plan contingent on any of the following happening or resolving in time for summer? Select all that apply.

Not applicable



KY School Summer 2024

Please list any community organizations with which you plan to operate your summer program and describe how those programs will operate. Enter N/A if not applicable. (Maximum Characters: 10,000)

n/a

If you are not a new summer meals sponsor, how is your proposed summer program for this year different from years past? If you are a new summer sponsor, please write "N/A". (Maximum Characters: 5,000)

Last year we were designated as Urban and were not allowed to do non-congregate. This summer we have County Wide Eligibility. In the past we had to qualify each site by census or school data.

CHALLENGES

Please select up to three of the common challenges you are most likely to face in implementing your school nutrition grant project, and how you will respond to these challenges.

Please note, you are required to submit at least one challenge.

Challenge	How will you respond to this challenge? We know not all challenges have easy solutions. Please indicate how No Kid Hungry can help you to address this challenge.
Increased costs	Increased supply and labor costs have taken a toll on our program. Additional funding would ensure we could operate a successful program this summer.



4. BUDGET REQUEST

Grant funds are intended for your school district to use to help address barriers and challenges that will enable you to increase access to and participation in federal nutrition programs. Please use the table below to provide details on how the grant funds will be used. We prefer to fund items that will help sustain your programs beyond the grant year. **You may add up to nine budget categories.**

For the following budget categories, please include additional details in the “Description of Item and How it will be Used” section

- **Vehicle** - details on the type of vehicle you plan to purchase, quotes you’ve received, and your district/organization’s readiness to procure the vehicle.
- **Staffing** - information on how this staffing capacity will fill gaps to maximize programming and the plan to sustain this role after the grant period
- **Program Outreach** - details on the type of outreach you plan to execute and the materials being used in this outreach (i.e. flyers, ads, banners, etc.)
- **Insulated Bags/Coolers** - details including the number of insulated bags/coolers needed and how they will be used.

CATEGORY	BUDGET REQUEST DESCRIPTION	ESTIMATED COST OF ITEM	PURPOSE OF COST OF ITEM
Food costs	Food costs have skyrocketed and this funding would ensure we can provide our kids with quality nutrition this summer	\$20,000.00	Both offsetting existing expenses as well as funding new expenses
	Total:	\$20,000.00	



5. IMPLEMENTATION STRATEGIES

IMPLEMENTATION STRATEGIES

Please describe strategies you are implementing in your district, if any, to ensure you are feeding and supporting the students and families most in need in your community. Please include any relevant demographic information about the population you are trying to reach such as free- and reduced-price meal eligibility, disability, religion, unhoused, LGBTQIA+, persons of color, immigrant and refugee families, and Indigenous communities. See how No Kid Hungry is prioritizing grant funds. (Maximum Characters: 1,000)

We select locations in lower income areas and provide home meal delivery for families without transportation or the ability to reach a site. We have an increasing Hispanic population. We are a full CEP District.

Hispanic or Latino students- 706

Non-Hispanic or Latino- 1157

American Indian- 2

Asian- 40

Black or African American- 164

Native Hawaiian- 3

White- 2910

Enrollment- 4000

We use Parentsquare communications to reach all families. It has a built in translator feature for LEP families.

Children and families are invaluable thought partners in designing effective school meal programs and federal nutrition program outreach. Please describe plans, if any, to engage students and families as partners in decision-making and/or any efforts to ensure decision-makers are reflective of the community your school district impacts. For support, please see resources including Let Your Community Shape Your Program and Conversation Starters For Designing More Inclusive School Meals Programs. (Maximum Characters: 1,000)

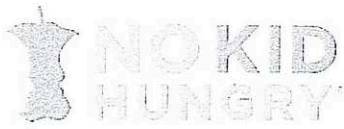
We include the community and families in our Wellness Committees and provide samplings of new items for students.

How do you plan to reach students who are at greatest risk for hunger? (Maximum Characters: 5,000)

Communication through our parentsquare program and collaboration with our Family Resource Coordinators.

MARKETING TACTICS

Which of the following marketing tactics, if any, is your district planning to implement this year? Select all that apply.



KY School Summer 2024

Host events throughout the summer; Discuss the program at Back to School Night, PTA meetings or during other school events; Parent text messages; e-newsletters; Social Media; Encourage teachers, administrators, coaches and other staff to promote meals; Post flyers or information about school meals availability throughout the school; Provide information on the school meals on the website or social media outlets; Record a robocall to inform parents about school meals



6. CURRENT NUTRITION PROGRAMS

No Kid Hungry is interested in understanding your district's holistic plan for nutrition and emergency meals programming provided to students and families both at school and at home during the upcoming school year.

How many schools are currently in your district?

7

What is your current total district enrollment for the 2023-24 school year?

4,096

Are you concerned about covering all of the operation costs in your school district this school year? Do you need grants to cover additional expenditures?

Yes

Please share your overall assessment of your school district's current financial situation? If you are concerned about covering all of the operating costs for this year, please expand on your answer. (Maximum Characters: 15,000)

We started the 23/24 school year in good financial standing. \$600,000.

We are projecting a negative balance of -\$300,000 at the end of this school year.

I elected full CEP to provide meals free for all students. The reimbursement was not enough to support the program.

CURRENT NUTRITION PROGRAMS

Which of the following programs are currently offered by your district or do you plan to offer during SY23-24, regardless of No Kid Hungry funding? Select all that apply.

School Breakfast;SNAP outreach, enrollment or services;WIC outreach or services;Fresh Fruit and Vegetable Program;Farm to School;School Lunch;Summer Meals (non-congregate meals served at no cost to all participants)

During SY23-24, which of the following reimbursement models do you plan to use to serve meals? Select all that apply.

NSLP/SBP (using traditional free/reduced/paid structure);NSLP/SBP through CEP or Provision 2



7. HISTORIC SCHOOL MEALS PARTICIPATION

No Kid Hungry is interested in understanding what nutrition programs your district offered last school year as a baseline. Please provide the following data points from the previous school year. If there is historic data already entered, please confirm or correct as needed.

During SY22-23, which of the following programs and reimbursement models did you use to serve meals? Select all that apply.

NSLP/SBP (using traditional free/reduced/paid structure); Farm to School

SUMMER MEALS

Are you a first time SFSP or NSLP Seamless Summer sponsor?

No, my school district has acted as an SFSP or NSLP Seamless Summer Sponsor in previous years

What year did your school district first begin serving summer meals?

2010

Did your district serve non-congregate meals last summer?

No

Did your organization take advantage of any USDA meal waivers available through the early years of the pandemic (ex. non-congregate feeding, bulk distribution, parent pickup, delivery, etc.)?

Yes

We would like to learn more about the scope of your summer meal distribution efforts last summer, including, the number of site locations by types, the frequency meals will be distributed throughout the week, and the total number of meals served last summer. If frequency of meal distribution varied across sites, please use the average number of weekly distribution days. Please complete the table below with a number in each box. Enter 0 if you are not serving any meals or do not have any sites:

	Number of Locations	Number of days per week meals were distributed	Total number of meals served last summer
--	---------------------	--	--



KY School Summer 2024

Site locations offering ONLY congregate meal distribution	8	5	8,313
Site locations offering ONLY non-congregate meal distribution	0	0	0
Site locations offering both congregate AND non-congregate meal distribution at the same site location	0	0	0

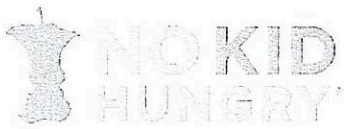


8. ADDITIONAL CONTACTS

Please indicate all contacts associated with this application and their primary role as well as any additional roles they play, as defined below. Designating a Reporting Contact is required. All other roles are optional. You may also give access to this application and any subsequent grant reports. **Please make sure to give your reporting contact access.**

Reporting Contact: Person who will be responsible for reporting grant progress on behalf of the organization. This contact will receive quarterly email reminders to submit online report forms. *Please note: Only the Reporting Contact will receive these email reminders*

Name	Primary Role	Additional Role(s)
Courtney Quire	Applicant	
Courtney Quire	Applicant	Reporting Contact;Point of Contact;FNS Director



9. UNDERSTANDING GRANT REQUIREMENTS

If awarded funding, I understand I will be required to:

- Expend the grant award for the purpose(s) approved in grant award letter by the deadline stated in the grant letter.
- Submit quarterly or final reports for grants dependent on timelines. Specific reporting requirements will be communicated at the time of grant award notification. Sample reports are coming soon!
- Permit a representative from No Kid Hungry to visit my program at a convenient date(s) to see my program in action.
- Cooperate, if asked, with a representative from No Kid Hungry to publicize the grant award and how it has contributed to the success of my program.
- Provide Share Our Strength the right to include the name, location, and website of my school district, along with a brief description of what funding is supporting, on the online No Kid Hungry Grants Map to promote the great work my school district is doing.
- Understand that grants may be funded through corporate partners working with Share Our Strength and the No Kid Hungry Campaign. You will be notified immediately if corporate partners are sponsoring this opportunity.

I agree

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: **DATE:** June 4, 2024

TOPIC/TITLE: Additional Grant Funding

PRESENTER: Courtney Quire

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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- OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

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

- DATE:
- ACTION:

BACKGROUND INFORMATION:

Permission to apply for the Local Food for Schools grant and to receive if awarded.

SUMMARY OF MAJOR ELEMENTS:

Requesting approval to receive an additional \$6,000 to purchase local foods for a total of \$39,304.07

IMPACT ON RESOURCES: n/a

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: **Recommended** **Not Recommended**



Commonwealth of Kentucky

CONTRACT MODIFICATION

CONTRACT INFORMATION

DOC ID Number:	PON3 035 2300000118	Record Date:	03/26/2024
Effective Date:	06/01/2023	Procurement Folder:	1101150
Expiration Date:	04/30/2025	Procurement Type:	Memorandum of Agreement
Document Description:	LFS - 2023 Local food for Schools Grant - Govt	Version Number:	9
Cited Authority:	Memorandum of Agreement		

CONTACT INFORMATION

ISSUER:
Jessica Barnes
502-782-0268
jessica.barnes@ky.gov

REASON FOR MODIFICATION

Amendment 7
03/20/2024

Modification to extend the grant period of performance to April 20, 2025. Modification to reallocate unused funds to participating school districts. Add new district Gallatin County Schools and cancel Raceland and Southgate Independent. No scope of work changes.

Contract Amount: \$2,942,045.60
Increase Amount: \$280,917.40
New Contract Amount: \$3,222,963.00

VENDOR INFORMATION

Name /Address:	Contact:
KY0035291: BOURBON COUNTY BOARD OF EDUCATION 3343 LEXINGTON RD PARIS KY 40361	ANDREA KISER 859-987-2180 ANDREA.KISER@BOURBON.KYSCHOOLS.US
KY0000012: BOWLING GREEN INDEPENDENT SCHOOL DISTRICT 1211 CENTER ST BOWLING GREEN KY 42101	Shaunna Cornwell 270-746-2200 shaunna.cornwell@bgreen.kyschools.us
KY0000015: BURGIN BOARD OF EDUCATION PO BOX B BURGIN KY 40310	CHRISTI OCHS 859-748-4000 CHRISTI.OCHS@BURGIN.KYSCHOOLS.US
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Jerry Andy Lyons
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KY0035641: DAVIESS COUNTY BOARD OF EDUCATION
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MATT MORGAN
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SABRINA JEWELL
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KY0035637: LARUE COUNTY BOARD OF EDUCATION
DBA: FOOD SERVICES
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Jessica Castenir
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jessica.castenir@larue.kyschools.us

KY0035514: LOGAN COUNTY BOARD OF EDUCATION
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RUSSELLVILLE KY 42276

DANNY HARRIS
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accountspayable@logan.kyschools.us

KY0035317: MARTIN COUNTY BOARD OF EDUCATION
PO BOX 366
INEZ KY 41224

EARNEST HALE
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KY0035632: MCLEAN COUNTY BOARD OF EDUCATION
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CALHOUN KY 42327

DAVID STOKES
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DAVID.STOKES@MCLEAN.KYSCHOOLS.US

KY0000064: MONROE COUNTY BOARD OF EDUCATION
309 EMBERTON STREET
TOMPKINSVILLE KY 42167-1431

Mitzy Payne Cook
270-487-5456 EXT: 2115
mitzy.cook@monroe.kyschools.us

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KY0000065: NEWPORT INDEPENDENT SCHOOL DISTRICT
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GLEN TEAGER
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GLEN.TEAGER@ROWAN.KYSCHOOLS.US

KY0041977: TAYLOR COUNTY BOARD OF EDUCATION
DBA: FOOD SERVICE PAYMENTS
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KY0035297: TRIMBLE COUNTY BOARD OF EDUCATION
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COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Total
1	0.00000		\$0.00000	\$0.00	06/01/2023	04/30/2025	\$0.00

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Extended Description:

Any contracts received after the Service start date will be effective the date the contract is signed. A modification will be done to add additional signature pages as required documentation.

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Amendment 7
03/20/2024

Modification to extend the grant period of performance to April 20, 2025. Modification to reallocate unused funds to participating school districts. Add new district Gallatin County Schools and cancel Edmonson County Schools. No scope of work changes.

Contract Amount: \$2,942,045.60
Increase Amount: \$458,917.45
New Contract Amount: \$3,400,963.05

Amendment 6
01/09/2024

Modification to reduce funds for 4 Local Food for School participants due to not needing the entire amount of award Bullitt, Edmonson, Erlanger, and Pendleton County. Will be adding the following schools: Meade County, Todd County, Warren County, Clinton County, Spencer County, Fulton County, Mayfield County, and Caldwell County. Will be cancelling Agreements for Bardstown Independent, Elliott County, Willisburg Independent, and Scott County. No scope of work changes.

Contract Amount: \$2,837,154.94
Increase Amount: \$104,890.66
New Contract Amount: \$ 2,942,045.60

Amendment 5
12/19/2023

Modified to add vendor to the grantee listing attached to the header. No change in scope or funding.

Amendment 4
Date 10/11/23

Modified to add vendors to the grantee listing attached to the header. No change in scope or funding.

Amendment 3
Date 08/03/23

Modified to add vendors to the grantee listing attached to the header. No change in scope or funding.

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Amendment 2
Date 06/27/23

Modified to add vendors to the grantees listing attached to the header. No change in scope or funding.

Amendment 1
Date 06/05/23

Modified to add vendors to the grantee listing attached to the header. No change in scope or funding.

COMMONWEALTH OF KENTUCKY
DEPARTMENT OF AGRICULTURE
AND
Various School Entities
MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) is entered into, by and between the Commonwealth of Kentucky ("the Commonwealth"), Kentucky Department of Agriculture (KDA), and Various School Entities ("the Contractor") to establish an agreement for the purchase of local foods for use in school nutrition programs in accordance with the United States Department of Agriculture's Local Food for Schools Cooperative Agreement (LFS) Program. The initial MOA is effective from June 1, 2023, through ~~April 30, 2024~~ April 30, 2025.

Scope of Services:

Whereas, KDA recognizes the need to promote local producers of fresh and minimally processed fruits, proteins, and dairy items; and

Whereas, KDA has applied for and received grant funding from the United States Department of Agriculture (USDA) in accordance with section 5(c) of the Commodity Credit Corporation Charter Act (15 USC 714c(c)) for the LFS program; and

Whereas, the Commissioner of Agriculture has determined that it is in the best interest of Kentucky schools to use funding from the LFS program to assist Kentucky schools in providing fresh, local products; and

Whereas, KRS 246.055 (2) authorizes the Commissioner of KDA to distribute funds from the LFS program

Pricing:

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1. The Commonwealth shall provide a grant to Various Government Entities as agreed upon in Attachment A – Award Sheet. The grant is to assist these entities in procuring local foods for use in the National School Lunch Program and/or the School Breakfast Program.

2. The Contractor agrees to receive the funds described herein and to expend such funds to procure local foods for use in the National School Lunch Program and/or the School Breakfast Program in accordance with the terms and conditions of the USDA LFS Cooperative Agreement provided by USDA.

Method of Payment:

The Contractor shall provide to the Commonwealth monthly invoices, on the prescribed form, to be reimbursed for actual allowable costs incurred in the purchase of local foods. No administrative funds are authorized for reimbursement under this award.

USDA defines "local and regional food" as: food raised, produced, aggregated, stored, processed, and distributed in the locality or region where the final product is marketed to consumers, so that the total distance that the product travels between the farm or ranch where the product originates and the point of sale to the end consumer is at most 400 miles, or both the final market and the origin of the product are within the same State or territory.

Examples of allowable food products include fruits and vegetables (including 100% juices); grain products such as pastas and rice; meats (whole, pieces, or food items such as ground meats); meat alternates such as beans or legumes, and fluid milk and other dairy foods such as cheese and yogurt. Foods in a wide variety of minimal processing states (e.g., whole, cut, pureed, etc.) and/or forms (e.g., fresh, frozen, canned, dried, etc.) are also allowable.

Suspension and Debarment:

By signing this Agreement for an amount in excess of One Hundred Thousand Dollars (\$100,000) (if applicable) in federal funds, the Contractor certifies by its signature that the Contractor and its principals are not suspended or barred from federal or state procurement. If it is found that the Contractor or any principal of the Contractor is suspended or debarred before or during the Agreement period, then this Agreement shall be immediately rendered null and void. All funds paid under this Agreement to the Contractor shall be refunded by the Contractor with a two percent (2%) penalty within thirty (30) days of the Department's notification of the Agreement.

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**Memorandum of Agreement Standard Terms and Conditions
Revised January 2023**

1.00 Effective Date

All Memorandum of Agreements are not effective until the Secretary of the Finance and Administration Cabinet or his authorized designee has approved the agreement and until the agreement has been submitted to the government contract review committee. However, in accordance with KRS 45A.700, memoranda of agreement in aggregate amounts of \$50,000 or less are exempt from review by the committee and need only be filed with the committee within 30 days of their effective date for informational purposes.

KRS 45A.695(7) provides that payments on personal service contracts and memoranda of agreement shall not be authorized for services rendered after government contract review committee disapproval, unless the decision of the committee is overridden by the Secretary of the Finance and Administration Cabinet or agency head, if the agency has been granted delegation authority by the Secretary.

2.00 EEO Requirements

The Equal Employment Opportunity Act of 1978 applies to All State government projects with an estimated value exceeding \$500,000. The contractor shall comply with all terms and conditions of the Act.

3.00 Cancellation Clause

Both parties shall have the right to terminate and cancel this contract at any time not to exceed thirty (30) days' written notice served on the Contractor by registered or certified mail.

4.00 Funding Out Provision

The state agency may terminate this agreement if funds are not appropriated to the contracting agency or are not otherwise available for the purpose of making payments without incurring any obligation for payment after the date of termination, regardless of the terms of the agreement. The state agency shall provide the Contractor thirty (30) calendar day's written notice of termination of the agreement due to lack of available funding.

5.00 Reduction in Contract Worker Hours

The Kentucky General Assembly may allow for a reduction in contract worker hours in conjunction with a budget balancing measure for some professional and non-professional

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service contracts. If under such authority the agency is required by Executive Order or otherwise to reduce contract hours, the agreement will be reduced by the amount specified in that document. If the contract funding is reduced, then the scope of work related to the contract may also be reduced commensurate with the reduction in funding. This reduction of the scope shall be agreeable to both parties and shall not be considered a breach of contract.

6.00 Access to Records

The state agency certifies that it is in compliance with the provisions of KRS 45A.695, "Access to contractor's books, documents, papers, records, or other evidence directly pertinent to the contract." The Contractor, as defined in KRS 45A.030, agrees that the contracting agency, the Finance and Administration Cabinet, the Auditor of Public Accounts, and the Legislative Research Commission, or their duly authorized representatives, shall have access to any books, documents, papers, records, or other evidence, which are directly pertinent to this agreement for the purpose of financial audit or program review. The Contractor also recognizes that any books, documents, papers, records, or other evidence, received during a financial audit or program review shall be subject to the Kentucky Open Records Act, KRS 61.870 to 61.884. Records and other prequalification information confidentially disclosed as part of the bid process shall not be deemed as directly pertinent to the agreement and shall be exempt from disclosure as provided in KRS 61.878(1)(c).

7.00 Violation of tax and employment laws

KRS 45A.485 requires the Contractor and all subcontractors performing work under the contract to reveal to the Commonwealth any final determination of a violation by the Contractor within the previous five (5) year period of the provisions of KRS chapters 136, 139, 141, 337, 338, 341, and 342. These statutes relate to corporate and utility tax, sales and use tax, income tax, wages and hours laws, occupational safety and health laws, unemployment insurance laws, and workers compensation insurance laws, respectively. Disclosure of any violations is required prior to the award of any state contract and throughout the duration the contract.

Failure to disclose violations, shall be grounds for the Commonwealth's disqualification of a contractor or subcontractor from eligibility for future state contracts for a period of two (2) years.

To comply with KRS 45A.485, the Contractor and all subcontractors performing work

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under this contract shall report any such final determination(s) of any violation(s) within the previous five (5) years to the Commonwealth by providing a list of the following information regarding any violation(s): (1) specific KRS violated, (2) date of any final determination of a violation, and (3) state agency which issued the final determination.

A list of any disclosures made prior to award of a contract shall be attached to the contract.

The Contractor affirms that it has not violated any of the provisions of the above statutes within the previous five (5) year period, aside from violations explicitly disclosed and attached to this contract. Contractor further affirms that it will (1) communicate the above KRS 45A.485 disclosure requirements to any subcontractors and (2) disclose any subcontractor violations it becomes aware of to the Commonwealth.

8.00 Discrimination

This section applies only to agreements disbursing federal funds, in whole or part, when the terms for receiving those funds mandate its inclusion. Discrimination (because of race, religion, color, national origin, sex, sexual orientation, gender identity, age, or disability) is prohibited. During the performance of this agreement, the Contractor agrees as follows:

The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, national origin, sex, sexual orientation, gender identity or age. The Contractor further agrees to comply with the provisions of the Americans with Disabilities Act (ADA), Public Law 101-336, and applicable federal regulations relating thereto prohibiting discrimination against otherwise qualified disabled individuals under any program or activity. The Contractor agrees to provide, upon request, needed reasonable accommodations. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, national origin, sex, sexual orientation, gender identity, age or disability. Such action shall include, but not be limited to the following; employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensations; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

In all solicitations or advertisements for employees placed by or on behalf of the Contractor, the Contractor will, state that all qualified applicants will receive consideration

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for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age or disability.

The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance.

The Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965 as amended, and of the rules, regulations and relevant orders of the Secretary of Labor.

The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

In the event of the Contractor's noncompliance with the nondiscrimination clauses of this agreement or with any of the said rules, regulations or orders, this agreement may be cancelled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further government contracts or federally-assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, as amended, and such other sanctions may be imposed and remedies invoked as provided in or as otherwise provided by law.

The Contractor will include the provisions of paragraphs (1) through (7) of section 202 of Executive Order 11246 in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor, issued pursuant to section 204 of Executive Order No. 11246 of September 24, 1965, as amended, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the agency,

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the contractor may request the United States to enter into such litigation to protect the interests of the United States.

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Approvals

This contract is subject to the terms and conditions stated herein. By affixing signatures below, the parties verify that they are authorized to enter into this contract and that they accept and consent to be bound by the terms and conditions stated herein. In addition, the parties agree that (i) electronic approvals may serve as electronic signatures, and (ii) this contract may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single contract.

Kentucky Department of Agriculture

Signature-Mark Bowling, Chief of Staff

Date

Mark Bowling
Printed Name

Awarded School Entity - Print

Date

Authorized Signature

Approved as to form and legality:

Heather Becker, General Counsel

Date

COMMONWEALTH OF KENTUCKY
DEPARTMENT OF AGRICULTURE

Attachment A – Award Letter

PON3 035 2300000118

You have been approved for a Local Food for Schools (LFS) grant from the Kentucky Department of Agriculture, Food Distribution Division.

This program will allow school districts to establish new relationships with producers and/or strengthen the relationships already established within your communities. Funds are provided for this program by the US Department of Agriculture and may only be used for the purchase of local and regional food for use in the National School Lunch Program and/or the School Breakfast Program. The grant is subject to the terms and conditions set forth in the agreement. KRS 246.055 (2) authorizes the Commissioner of KDA to distribute funds from the LFS program.

The Total amount of the award is \$ 33304.07 to be disbursed once the contracts are finalized. Additional funds may be awarded.

Modification 1: Period of performance extended to April 30, 2025. Total award increased to \$39,304.07

WOODFORD COUNTY BOARD OF EDUCATION

Grantee
KY0035310

