**ODE Farm to School Competitive Procurement Grant (CPG) Overview**

Please read this before reading the RFA

Before talking about the CPG, we need to discuss the “regular” Farm to School Procurement Grant – the initial funds that were awarded during this biennium, officially called the “*non-competitive” Farm to School Procurement Grant*. In past biennia, when Sponsors spent their full awards, we were able to award more funds through an informal process. In an effort to formalize the award process to meet Oregon Department of Justice standards, we developed the CPG.

We started this biennium with a large amount of funds in our CPG “pot,” however these funds were liquidated during the legislative reduction process last summer. More funds are transferred to this pot when non-competitive procurement grantees are not able to spend their initial awards.

We will get into other differences between competitive and non-competitive funds below, but it is important to note that the procedures for allowable/unallowable items, claiming and reimbursement are exactly the same as the non-competitive procurement grant.

**GOALS**

There are two main goals for the CPG:

1. **We need to ensure that all Procurement Grant funds are spent by the June 30th deadline**. Periodically through the biennium we reallocate a portion or all funds of Sponsors who determine they will not be able to spend their funds by the June 30 deadline, in order to give them to Sponsors who can spend the funds.
2. ODE has the goal to award CPG funds to Sponsors who are **innovative in their purchasing**, choosing to spend their funds on items from the following preference factors:

A) Increasing purchases of foods produced or processed in the State of Oregon;

(B) Purchasing foods produced or processed in the State of Oregon by a federally recognized Indian tribe or Native American-owned business;

(C) Implementing a plan for incorporating culturally relevant foods produced or processed in the State of Oregon into its menu;

(D) Purchasing foods produced or processed in the State of Oregon by producers or processors that have been certified in a specific production or management practice, such as fair trade, sustainability, or animal welfare;

(E) Developing new commercial relationships with producers or processors of foods produced or processed in the State of Oregon that have been certified as disadvantaged business enterprises, minority-owned businesses, woman-owned businesses, businesses owned by a service-disabled veteran, or emerging small businesses under ORS 200.005;

(F) Healthful foods (fruits, vegetables, whole grains, minimally processed beans and legumes) will be incorporated into school meal offerings;

(G) Purchasing intent made directly with producers or processors (rather than distributors); and

(H) Oregon products that have had historically low sales in school meals (pork, poultry, beef, seafood, eggs).

It is important to note that the rules and laws that govern ODE in this effort determine that CPG funds cannot be awarded based solely on the factors in goal number two, as this would be too restrictive. However, we can allow preferential points to award funds for this.

We have an application process in which funds are awarded based on the following table to accomplish both of the goals:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Competitive Procurement Grant Award** | | |
| **Non-Competitive Procurement Grant Award Amount** | **Base Award Amount** | **OPTIONAL: Additional Amount Awarded via Preference Point Calculation[[1]](#footnote-1)** | **Maximum Award Amount** |
| $500 - $9,999 | $500 | $2,000 | $2,500 |
| $10,000 - $49,999 | $2,000 | $8,000 | $10,000 |
| $50,000 - $99,999 | $10,000 | $50,000 | $60,000 |
| $100,000 - $360,000 | $50,000 | $100,000 | $150,000 |

**Here is an example of how the above table works**. If School District A exhausts their initial non-competitive award of $15,000, they are then eligible to apply for a CGP award. If School District A chooses to apply without completing the preferential points section (questions one through four, starting on page two), they could receive $2000 as a base award amount just for applying, provided there are funds to award. If School District A chooses to complete the entire application, they could be awarded additional funds in an amount determined by the scoring matrix below.

For example, since School District A received a non-competitive Procurement Grant in the amount of $15,000 they are eligible for the $2000 CPG base amount. They scored 40 preferential points on their application, so they would be awarded $3,200 additional dollar and will receive a new Grant Agreement in the amount of $5,200 for the Competitive Procurement Grant.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preference Points** | **OPTIONAL: Maximum Preference Points in Dollar Amounts** | | | |
| **$ 2,000** | **$ 8,000** | **$ 50,000** | **$ 100,000** |
| **5** | $ 100 | $ 400 | $ 2,500 | $ 5,000 |
| **10** | $ 200 | $ 800 | $ 5,000 | $ 10,000 |
| **15** | $ 300 | $ 1,200 | $ 7,500 | $ 15,000 |
| **20** | $ 500 | $ 2,000 | $ 12,500 | $ 25,000 |
| **25** | $ 500 | $ 2,000 | $ 12,500 | $ 25,000 |
| **30** | $ 600 | $ 2,400 | $ 15,000 | $ 30,000 |
| **35** | $ 700 | $ 2,800 | $ 17,500 | $ 35,000 |
| **40** | $ 800 | $ 3,200 | $ 20,000 | $ 40,000 |
| **45** | $ 900 | $ 3,600 | $ 22,500 | $ 45,000 |
| **50** | $ 1,000 | $ 4,000 | $ 25,000 | $ 50,000 |
| **55** | $ 1,100 | $ 4,400 | $ 27,500 | $ 55,000 |
| **60** | $ 1,200 | $ 4,800 | $ 30,000 | $ 60,000 |
| **65** | $ 1,300 | $ 5,200 | $ 32,500 | $ 65,000 |
| **70** | $ 1,400 | $ 5,600 | $ 35,000 | $ 70,000 |
| **75** | $ 1,500 | $ 6,000 | $ 37,500 | $ 75,000 |
| **80** | $ 1,600 | $ 6,400 | $ 40,000 | $ 80,000 |
| **85** | $ 1,700 | $ 6,800 | $ 42,500 | $ 85,000 |
| **90** | $ 1,800 | $ 7,200 | $ 45,000 | $ 90,000 |
| **95** | $ 1,710 | $ 6,840 | $ 42,750 | $ 85,500 |
| **100** | $ 2,000 | $ 8,000 | $ 50,000 | $ 100,000 |

\*\*Also, you can request **less** than the amounts you qualify for based on your spending plan.

Here are the preferential points that are used in the application:

**Preference Point 1:** Applicant will use Grant Funds to purchase from Oregon producers or processors that identify as minority-owned businesses, woman-owned businesses, businesses owned by a service disabled veteran, or emerging small businesses as described in ORS 200.005 or a member of a federally recognized Tribe or identifies as Native American. (25 points (“pts”))

* Applicant describes how it will use Grant Funds to purchase food from woman-owned businesses. (5 pts)
* Applicant describes how it will use Grant Funds to purchase food from minority-owned businesses. (5 pts)
* Applicant describes how it will use Grant Funds to purchase food from service disabled veteran businesses. (5 pts)
* Applicant describes how it will use Grant Funds to purchase food from emerging small businesses. (5 pts)
* Applicant describes how it will use Grant Funds to purchase food from a federally recognized Tribe or Native American businesses. (5 pts)

**Preference Point 2:** Applicant’s implementation plan includes activities to incorporate and promote culturally sensitive foods into school menus. (25 pts)

* Applicant’s implementation plan describes how culturally sensitive meal items will be purchased with Grant Funds. (10 pts)
* Applicant’s implementation plan describes how culturally sensitive foods will be promoted or education materials will be provided. (5 pts)
* Applicant’s implementation plan describes how school meals will include a celebration of culinary traditions of students with diverse backgrounds. (5 pts)
* Applicant’s implementation plan describes how students and families from diverse cultures are involved in leading cultural events. (5 pts)

**Preference Point 3:** Applicant’s plan to use Grant Funds to purchase a variety of Oregon products. (25 pts)

* Applicant describes how Healthy foods (fruits, vegetables, whole grains, minimally processed beans and legumes) will be incorporated into school meal offerings. (5 pts)
* Applicant describes how it will purchase food directly from farmers, ranchers, fishers, producers and/or processors rather than using Grant Funds to purchase foods from distributors. (5 pts)
* Applicant describes how it will purchase Oregon food products that have had historically low sales in school meals (i.e. pork, poultry, beef, seafood, and eggs). (5 pts)
* Applicant describes how it will purchase food from Oregon producers or processors that carry certification for fair trade, sustainability, animal welfare, or other management practice from a third party certification. (5 pts)
* Match: Applicant will be able to provide 50% match for purchasing Oregon grown or processed products NOT REIMBURSED. (5 pts)

**Preference Point 4:** Applicant will use Grant Funds to purchase new Oregon products and will develop new commercial relationships. (25 pts)

* Applicant describes how it will increase its purchases of Oregon food products not previously or currently purchased. (12.5 pts)
* Applicant describes how it will develop new commercial relationships. (12.5 pts)

1. [↑](#footnote-ref-1)