



**FRESH FRUIT AND VEGETABLE PROGRAM
APPLICATION FOR SY 2021-2022**

SCHOOL INFORMATION

Name of school district		Name of school	
Street Address		City and ZIP code	
NSLP Agreement Number		Grade levels you are applying for: (Only elementary schools (K-8) may apply)	
		<input type="checkbox"/> K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	

STAFFING INFORMATION

This information is used to set up an account in the ODE's Electronic Grant Management System (EGMS)

NOTE: *cannot be the same person in multiple boxes!*

Project Director

Name		Title	
Phone Number		Email	

Agency Head

Name		Title	
Phone Number		Email	

Fiscal Manager

Name		Title	
Phone Number		Email	

SERVICE PLAN

Answer questions 1-6 below to indicate your plan for serving fresh fruits and vegetables through the program.

1) On which days of the week will school staff serve the fresh fruits and vegetables to students?

2) List your planned fresh fruit and vegetable service times.

3) List your planned service locations (check all that apply):

Carts or stands in the hallways

Free vending machines

Classrooms

Other (please describe, see COVID section below):

4) Who will deliver the fresh fruits and vegetables to your students?

5) How has COVID impacted your FFVP service plans?

Will you be serving at an alternate site? Yes No

If yes, where?

6) Discuss any partnerships your school will have to support the program and how you will publicize the program.

7) Describe your plan to provide related nutrition education. Please note that while you are not able to use FFVP funds to purchase nutrition education materials, nutrition education is a suggested component of the program.

SIGNATURES (*all signatures are required)

I certify that, to the best of my knowledge, the information provided in this application is true and correct. The applicant's representatives have authorized this FFVP service plan. If selected, we agree to implement the program as outlined above and to implement the project in a manner consistent with the policies and procedures established by the USDA. Further, we agree to participate in any USDA-sponsored evaluations and to provide the information requested by the specified deadlines.

Please provide the names and signatures shown below, or equivalent positions as determined by the school district.

School Foodservice Manager (print name)	Date
*School Foodservice Manager (signature)	
School Principal (print name)	Date
*School Principal (signature)	
Food Service Director (print name)	Date
*Food Service Director (signature)	
District Superintendent (print name)	Date
*School District Superintendent (signature)	

For State Agency Use Only	
State Child Nutrition Director (print name)	Date

Federal Program Information

The Fresh Fruit and Vegetable Program (FFVP) is funded by federal funds allocated by the Food and Nutrition Service, U.S. Department of Agriculture.

Visit [the USDA’s FFVP webpage](#) for more information about the FFVP. The USDA’s [Fresh Fruit & Vegetable Program: A Handbook for Schools](#) is available on [the USDA’s FFVP webpage](#).

USDA Nondiscrimination Statement

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To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [How to File a Complaint](#), 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.

This institution is an equal opportunity provider.

State Program Information

The ODE’s [FFVP webpage](#) contains links for downloading the USDA’s [Fresh Fruit & Vegetable Program: A Handbook for Schools](#), the ODE’s FFVP monthly reimbursement claim form, and other documents.

Monthly claims for reimbursement are entered into ODE’s Electronic Grant Management System (EGMS). You can find a current EGMS Access Request form or EGMS User Guide on the [EGMS webpage](#).