

**2016 EQUIPMENT ASSISTANCE GRANT APPLICATION – SECTION 1**

**SCHOOL FOOD AUTHORITY (SFA) INFORMATION**  
 SUBMIT ONE **ORIGINAL COPY W/ SIGNATURES.**  
 FOR QUESTIONS REGARDING THIS GRANT, CONTACT [B.MALLY@AGRI.NV.GOV](mailto:B.MALLY@AGRI.NV.GOV)  
**APPLICATION DUE DATE: December 9, 2016, 5:00**  
**P.M. (NOTE: NO FAXES/E-MAILS ACCEPTED)**

**Personally Deliver or Mail Grant Application to:**  
**NEVADA DEPARTMENT OF AGRICULTURE (NDA)**  
**FOOD & NUTRITION DIVISION**  
**405 S. 21<sup>ST</sup> STREET**  
**SPARKS, NV 89431**

**THIS SFA RECEIVED GRANT FUNDS IN THE 2009 RECOVERY AND REINVESTMENT ACT OR 2010 NATIONAL SCHOOL LUNCH PROGRAM EQUIPMENT ASSISTANCE GRANTS:**  NO  YES

NAME OF SCHOOL FOOD AUTHORITY (SFA)	COUNTY
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ADDRESS	CITY	ZIP CODE
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NAME OF FOOD SERVICE DIRECTOR (FSD)	PHONE NUMBER OF FSD	EMAIL ADDRESS OF FSD
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GRANT COORDINATOR (GC)	PHONE NUMBER OF GC	E-MAIL ADDRESS OF GC
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Mailing address (Street, city, state, zip code)	NAME OF SUPERINTENDENT/DIRECTOR/ADMINISTRATOR
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TOTAL NUMBER OF SITES PARTICIPATING UNDER SFA'S NATIONAL SCHOOL LUNCH PROGRAM AGREEMENT:	SFA TOTAL AMOUNT OF GRANT FUNDS REQUESTED FOR ALL SITES:	\$
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TOTAL NUMBER OF SITES SFA IS APPLYING FOR: (NO MORE THAN FIVE)	
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DOES THIS DISTRICT OR AGENCY HAVE A "CAPITALIZATION THRESHOLD" FOR EQUIPMENT? <input type="checkbox"/> NO - IF NO, NDA WILL ASSIGN A CAPITALIZATION THRESHOLD OF \$5,000 <input type="checkbox"/> YES - IF YES, WHAT IS THE THRESHOLD?	CAPITALIZATION THRESHOLD \$
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SFA CAFETERIA FUND OPERATING BALANCE AS OF (ENTER DATE) _____ IS:	<b>A1 \$</b>
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SFA ONE MONTH AVG. FOOD SERVICE OPERATING EXPENSE: \$	X3 MONTHS =	<b>A2 \$</b>
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<b>EXCESS NET CASH RESOURCES (A1 - A2):</b>	<b>A3 \$</b>
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**PLEASE NOTE THAT SFAs WITH EXCESS NET CASH RESOURCES MAY BE INELIGIBLE FOR A GRANT.**

WHAT AMOUNT FROM ANY OF THE FOLLOWING FUNDING SOURCES IS AVAILABLE TO PURCHASE FOOD SERVICE EQUIPMENT? CHECK THE APPROPRIATE BOX AND ENTER THE AMOUNT OF FUNDING BELOW; OR WRITE "NONE" IF NO FUNDS ARE AVAILABLE.

	FUNDING SOURCE	AMOUNT
<input type="checkbox"/>	GENERAL FUND	\$
<input type="checkbox"/>	SCHOOL BREAKFAST / SUMMER FOOD SERVICE PROGRAMS GRANT	\$
<input type="checkbox"/>	DONATIONS	\$
<input type="checkbox"/>	MEALS FOR NEEDY PUPIL REVENUE	\$
<input type="checkbox"/>	EXCESS CAFETERIA FUND	\$
<input type="checkbox"/>	OTHER (DESCRIBE)	\$

**SCHOOL FOOD AUTHORITY INFORMATION**

(continued)

**REPORTING REQUIREMENTS**

THE 2014 AGRICULTURE APPROPRIATIONS ACT (AAA) REQUIRES STATES TO REPORT CERTAIN INFORMATION REGARDING THE USE OF AAA FUNDS. IN ORDER FOR NEVADA TO MEET THIS REQUIREMENT, SFAS MUST COMPLETE THE FOLLOWING ITEMS:

THE EQUIPMENT REQUESTED IS NECESSARY IN ORDER TO:

- SERVE MEALS AT SCHOOLS THAT DO NOT CURRENTLY OFFER (CHECK ALL THAT APPLY):

- LUNCH                      NUMBER OF SCHOOLS
- BREAKFAST                NUMBER OF SCHOOLS
- BOTH                        NUMBER OF SCHOOLS
- NONE OF THE ABOVE

- INCREASE PARTICIPATION IN THE:

NATIONAL SCHOOL LUNCH PROGRAM	YES	NO
SCHOOL BREAKFAST PROGRAM	YES	NO

**SFANOTES:**

NOTE: THIS SECTION IS NOT SCORED.

**CERTIFICATION:** I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE, THE INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT AND COMPLETE; AND THAT THE ENCLOSED DOCUMENTS ARE ACCEPTED AS THE BASIC CONDITIONS IN THE OPERATION OF THE 2016 EQUIPMENT ASSISTANCE GRANT APPLICATION PROCESS. I FURTHER CERTIFY THAT WE WILL NOT COMMINGLE THE AAA FUNDS WITH OTHER PROGRAM FUNDS, WILL SEPARATELY TRACK AND REPORT ALL INCOME AND EXPENDITURES TIMELY, WILL OBSERVE ALL APPLICABLE STATE AND FEDERAL PROCUREMENT LAWS AND REGULATIONS, AND WILL SUBMIT ALL REQUIRED REPORTS BY THE SPECIFIED DUE DATES.

<b>SIGNATURE OF DISTRICT/AGENCY OFFICIAL</b>		<b>DATE</b>
<b>PRINTED NAME</b>	<b>TITLE</b>	
<b>TELEPHONE NUMBER</b>	<b>E-MAIL ADDRESS</b>	

## 2016 EQUIPMENT ASSISTANCE GRANT APPLICATION – SECTION 2

SITE INFORMATION			
COMPLETE THIS FORM FOR EACH SITE REQUESTING EQUIPMENT.			
<b>SFAs CAN APPLY FOR UP TO \$20,000 PER SITE FOR NO MORE THAN 5 SITES.</b>			
NAME OF SCHOOL FOOD AUTHORITY (SFA)			
NAME OF SITE			
ADDRESS	CITY	ZIP CODE	
TOTAL FUNDS REQUESTED FOR THIS SITE:			\$
THIS SITE PARTICIPATES IN: <input type="checkbox"/> NATIONAL SCHOOL LUNCH PROGRAM (NSLP) <input type="checkbox"/> SCHOOL BREAKFAST PROGRAM (SBP)			
A. TOTAL NUMBER OF STUDENTS ENROLLED AT THIS SITE ON <b>OCTOBER 31, 2016</b> :			<b>A1:</b>
B. TOTAL NUMBER OF STUDENTS AT THIS SITE APPROVED FOR FREE AND REDUCED-PRICE (F/RP) MEALS AS OF <b>OCTOBER 31, 2016</b> :			<b>B1:</b>
C. DIVIDE B1 BY A1 AND MULTIPLY BY 100. DO NOT ROUND (00.00%)			<b>C1:</b>
D. IN D1, D2, AND D3, ENTER THE TOTAL NUMBER OF <b>LUNCHES</b> SERVED AT THIS SITE DURING OCTOBER 2016 TO STUDENTS IN THE FOLLOWING CATEGORIES (DO NOT PROVIDE PERCENTAGES, AND DO NOT COMPLETE IF YOUR SCHOOL DID NOT PARTICIPATE IN THE NSLP DURING OCTOBER 2016)			
D1: FREE	D2: REDUCED-PRICE	D3: PAID	ENTER THE TOTAL OF D1 + D2 + D3 <b>D4:</b>
DIVIDE THE TOTAL OF D1 + D2 BY D4 TO GET THE PERCENTAGE OF F/RP MEALS:			<b>D5:</b>
E. ENTER THE NUMBER OF OPERATING DAYS IN <b>OCTOBER 2016</b> :			<b>E1:</b>
F. ENTER TOTAL OF A1 MULTIPLIED BY E1 (REPRESENTS TOTAL POSSIBLE MEALS)			<b>F1:</b>
G. SUBTRACT D4 FROM F1 (REPRESENTS EXPANSION POTENTIAL FOR MEALS SERVED)			<b>G1:</b>
AS A RESULT OF PURCHASING THE REQUESTED EQUIPMENT, THE SFA ANTICIPATES THAT PARTICIPATION IN THE NATIONAL SCHOOL LUNCH PROGRAM WILL INCREASE BY:			
AS A RESULT OF PURCHASING THE REQUESTED EQUIPMENT, THE SFA ANTICIPATES THAT PARTICIPATION IN THE SCHOOL BREAKFAST PROGRAM WILL INCREASE BY:			
BASED ON THE INCREASE IN PARTICIPATION, THE SFA ANTICIPATES THAT THE NUMBER OF STUDENTS AFFECTED WILL BE:			
WHAT IS THE COUNTY SALES TAX RATE AT THIS SITE?			
USE THIS SPACE TO PROVIDE INFORMATION THAT DEMONSTRATES THIS SITE'S NEED FOR EQUIPMENT (ATTACH ADDITIONAL PAGES AS NEEDED):			

### 2016 EQUIPMENT ASSISTANCE GRANT APPLICATION – SECTION 3

#### SITE LEVEL EQUIPMENT REQUEST LIST

**COMPLETE THIS FORM FOR EACH SITE. PLEASE NOTE THAT SFAs CAN APPLY FOR UP TO \$20,000 PER SITE FOR NO MORE THAN 5 SITES.** FROM THE EQUIPMENT BUDGET IN SECTION 4, IDENTIFY WHICH PIECES WILL BE PLACED IN THIS SCHOOL, INDICATE IF THE EQUIPMENT IS NEW TO THE SCHOOL, REPLACES AN EXISTING PIECE OF EQUIPMENT, OR IS NEEDED TO RENOVATE AN EXISTING PIECE OF EQUIPMENT. IF REPLACING AN EXISTING PIECE OF EQUIPMENT, INDICATE THE AGE OF THE EQUIPMENT AND IF THE CURRENT EQUIPMENT IS UNREPAIRABLE, LIMITS PARTICIPATION, AND/OR IS OUTDATED/WORN.

**SFA NAME AND ADDRESS**

**SITE NAME AND ADDRESS**

EQUIPMENT BEING PURCHASED OR REPAIRED	REQUESTED NUMBER OF UNITS	TOTAL REQUESTED COST	THIS EQUIPMENT IS	CURRENT EQUIPMENT	NDA USE ONLY
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> FOR RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION <input type="checkbox"/> OUTDATED/WORN	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
<b>NDA USE ONLY – APPROVED BY:</b>				<b>DATE:</b>	<b>Total Approved for Site:</b>
_____					\$

**2016 EQUIPMENT ASSISTANCE GRANT APPLICATION – SECTION 4**

**EQUIPMENT BUDGET/NEED**  
**COMPLETE THIS FORM FOR EACH ITEM OF EQUIPMENT**

NAME OF SCHOOL FOOD AUTHORITY (SFA)

EQUIPMENT ITEM NAME/BRIEF DESCRIPTION:	THIS EQUIPMENT WILL BE HOUSED AT THE CENTRAL KITCHEN OR AT A SITE THAT PREPARES FOR MULTIPLE SITES  <input type="checkbox"/> NO <input type="checkbox"/> YES	<input type="checkbox"/> EQUIPMENT IS NEW <input type="checkbox"/> EQUIPMENT IS USED
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WHAT IS THE UNIT COST OF THIS EQUIPMENT? (ENTER AS WHOLE DOLLARS, INCLUDE INSTALLATION, TAX, AND SHIPPING) \$	QUANTITY OF UNITS REQUESTED:	EQUIPMENT TOTAL (UNIT COST X QUANTITY) \$
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NUMBER OF SCHOOLS BENEFITTING FROM THIS EQUIPMENT:		THIS COST IS BASED ON: <input type="checkbox"/> ESTIMATE <input type="checkbox"/> THREE PRICE QUOTES (Must be submitted with Application)
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**THIS EQUIPMENT SUPPORTS EFFORTS TO (CHECK ALL THAT APPLY):**

**EXPAND PARTICIPATION**  
 INCREASES THE VARIETY OF ENTRÉE CHOICES     INCREASES STORAGE AND DECREASING FREQUENCY OF DELIVERIES  
 ENABLES PREPARATION AND SERVICE OF ADDITIONAL MEALS     ADDS ADDITIONAL POINTS OF SERVICE  
 PROVIDES MEALS TO MORE SITES     IMPLEMENTS STRATEGIES FOR ADOPTING SMARTER LUNCHROOMS (APPEALS TO STUDENT POPULATION, PROMOTES HEALTHIER CHOICES, FASTER/ADDITIONAL LUNCH LINES, ETC.)     REPLACES OUTDATED/WORN EQUIPMENT  
 IF THIS EQUIPMENT IS A VENDING MACHINE, CHECK HERE TO ACKNOWLEDGE THAT GRANT FUNDS MAY BE USED TO PURCHASE A VENDING MACHINE ONLY IF IT DISTRIBUTES REIMBURSABLE MEALS     OTHER: \_\_\_\_\_

**IMPACT NUTRITIONAL QUALITY, SERVE HEALTHIER MEALS, AND MEET NUTRITIONAL STANDARDS**  
 PROVIDES FRESH FRUIT AND/OR VEGETABLES AT  LUNCH     BREAKFAST     REPLACES OUTDATED/WORN EQUIPMENT  
 ENABLES SCRATCH COOKING     REPLACES FRIED WITH STEAMED/BAKED/GRILLED FOODS     OTHER: \_\_\_\_\_

**IMPROVE FOOD SAFETY**  
 MAINTAINS PROPER TEMPERATURE     DECREASES CROSS-CONTAMINATION RISKS     IMPROVES SANITATION  
 REPLACES OUTDATED/WORN EQUIPMENT     OTHER: \_\_\_\_\_

**IMPROVE ENERGY EFFICIENCY**  
 REPLACES OUTDATED/WORN EQUIPMENT     OTHER: \_\_\_\_\_

**USING THE SPACE BELOW, EXPLAIN WHY THIS EQUIPMENT IS NECESSARY IN ORDER TO SUPPORT THE EFFORTS ABOVE. SPECIFICALLY, PROVIDE A DETAILED AND *DOCUMENTED* EXPLANATION FOR EACH ITEM, NOTING ESPECIALLY HOW THE EQUIPMENT WILL IMPACT NUTRITIONAL QUALITY, SERVE HEALTHIER MEALS, AND MEET NUTRITIONAL STANDARDS. SEE SECTION D OF THE SCORING CRITERIA FOR EXAMPLES AND ADDITIONAL INFORMATION.**

<b>NDA USE ONLY</b>	<input type="checkbox"/> <b>APPROVED</b>	<input type="checkbox"/> <b>DENIED</b>	APPROVED BY:	DATE:
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## Assurances

### **The SFA agrees to comply with the requirements of the following regulations (as applicable):**

#### **GOVERNMENT-WIDE REGULATIONS**

- 2 CFR Part 25: “Universal Identifier and System for Award Management”
- 2 CFR Part 170: “Reporting Sub-award and Executive Compensation Information”
- 2 CFR Part 175: “Award Term for Trafficking in Persons”
- 2 CFR Part 180: “OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-Procurement)”
- 2 CFR Part 200: “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”
- 2 CFR Part 400: USDA Implementing Regulations “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”
- 2 CFR Part 415: USDA “General Program Administrative Regulations”
- 2 CFR Part 416: USDA “General Program Administrative Regulations for Grants and Cooperative Agreements to State and Local Governments”
- 2 CFR Part 417: “Non-procurement Debarment & Suspension”
- 2 CFR Part 418: USDA “ New Restrictions on Lobbying”
- 2 CFR Part 421: “Requirements for Drug-Free Workplace (Financial Assistance)”
- 41 USC Section 22 “Interest of Member of Congress”
- Duncan Hunter National Defense Authorization Act of Fiscal Year 2009, Public Law 110-417
- Sections 738 and 739 of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2012 (P.L. 112-55)
- “The Federal Funding Accountability and Transparency Act (FFATA), dated September 26, 2006”

#### **COST PRINCIPALS**

- 2 CFR, Part 200: Subpart E, Cost Principles

#### **USDA REGULATIONS**

- 7 CFR Part 15: “Nondiscrimination”
- Freedom of Information Act (FOIA). Public access to Federal Financial Assistance records shall not be limited, except when such records must be kept confidential and would

have been excepted from disclosure pursuant to the “Freedom of Information” regulation (5 U.S.C. 552)

#### **ASSURANCE OF CIVIL RIGHTS COMPLIANCE**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d- et seq.), USDA regulations at 7 CFR Part 15, Nondiscrimination, and Department of Justice regulations at 28 CFR Part 42, Nondiscrimination; Equal Employment Opportunity: Policies and Procedures;
- Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.) and USDA regulations at 7 CFR Part 15a, Education Programs or Activities Receiving or Benefiting from Federal Financial Assistance;
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 1681 et seq.) and USDA regulations at 7 CFR Part 15a, Education Programs or Activities Receiving or Benefiting from Federal Financial Assistance, and Department of Justice regulations at 28 CFR Part 41, Implementation of Executive Order 12250, Nondiscrimination on the Basis of Handicap In Federally Assisted Programs; and
- Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) The Grantee assures that it will immediately take any measures necessary to effectuate the requirements in these laws, regulations, and directives. The Grantee gives this assurance in consideration of and for the purpose of obtaining the funds provided under this agreement.
- The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination on the basis of disability in employment (Title I), state & local government services (Title II), places of public accommodation and commercial facilities (Title III). (42 U.S.C. 12101-12213)

#### **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) found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail:
  - U.S. Department of Agriculture,  
Director, Office of Adjudication,  
1400 Independence Avenue, S.W.,  
Washington, D.C. 20250-9410,
  - Fax: (202) 690-7442

- Email: at [program.intake@usda.gov](mailto:program.intake@usda.gov).
- This institution is an equal opportunity provider.

## **USDA IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER**

### **DEPARTMENTAL REGULATIONS ON GRANTS & COOPERATIVE AGREEMENTS**

The local entity will comply with the following USDA regulations:

- 7 CFR Part 3015, Uniform Federal Assistance Regulations;
- 7 CFR Part 3016, Uniform Administrative Requirements for Grants and Cooperative Agreements;
- 7 CFR Part 3019, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations;
- 7 CFR Part 3051, Audits of Institutions of Higher Education and Other Nonprofit Institutions

### **CONTRACTUAL PROVISIONS AND INDEMNITY**

Neither the State of Nevada nor any agency thereof shall hold harmless or indemnify any institution for any liability whatsoever.

Notwithstanding any language to the contrary, no interpretation shall be allowed to find the State of Nevada, or any agency thereof, has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the State of Nevada shall not agree to pay attorney fees and late payment penalties in the absence of a judicial order. By signing this agreement, the representative of the Institution thereby represents that such person is duly authorized by the Institution to execute this agreement and that the Institution agrees to be bound by the terms of the agreement.

The State of Nevada or any agency thereof, is not responsible for any Federal, State, or local tax liability that an Institution may incur as a result of participation in the CNP. The Institution shall indemnify and hold the NDA, its agents and employers, harmless from any loss, causes of action, liability, attorney's fees or claim for damages or injury to persons or property arising out of the performance of this Agreement to the extent such liability, loss, or claims are caused by the result from the negligent or intentional acts or omissions of the Institution, its agents or employees.

### **REQUIREMENTS FOR SPONSOR/SCHOOL FOOD AUTHORITY (SFA) PARTICIPATION IN NATIONAL SCHOOL LUNCH PROGRAM, SCHOOL BREAKFAST PROGRAM AND SPECIAL MILK PROGRAM**

The Sponsor/SFA and participating schools and facilities under its jurisdiction shall comply with all provisions of 7 CFR parts 210, 215, 220, and 245. The Sponsor/SFA further agrees to the following specific provisions, as applicable:

1. To maintain a nonprofit school food service and/ or a nonprofit milk service.
2. To observe the limitations on the use of Program revenues set forth in 7CFR 210.14a, 220.13(l) and 215.8 (d) (1) and the limitations on any competitive school food service as set forth in 7CFR 210.11b;
3. To limit its net cash resources to an amount that does not exceed three months average

expenditures for its nonprofit school food service or such other amount as may be approved in accordance with 7CFR 210.19a, 220.7 (e)(1)(I) and 220.13(I);

4. To maintain a financial management system as prescribed in 7CFR 210.14(c), 220.13(I) and 215.7(d)(6);
5. To comply with the requirements of the USDA regulations regarding financial management (7CFR 3015);
6. Maintain final administrative and management responsibility for the after school snack care program including site(s);
7. To serve meals and supplements (snacks), which meet the minimum requirements prescribed in 7 CFR 210.10, 210.10a, 220.8, and 220.8a;
8. For pricing programs, to price meals and supplements (snacks) as a unit;
9. To serve Program meals, milk and supplements (snacks) free or at a reduced price to all children who are determined by the Sponsor/SFA to be eligible for such meals under 7CFR 245;
10. If charging for meals or supplements (snacks), the charge for a reduced price breakfast shall not exceed 30 cents, the charge for a reduced price lunch shall not exceed 40 cents and the charge for a reduced price supplement (snack) shall not exceed 15 cents;
11. To claim reimbursement at the assigned rates only for reimbursable meals and supplements (snacks) served to eligible children. Agree that the Sponsor/SFA authority official signing the claim shall be responsible for reviewing and analyzing meal and milk counts to ensure accuracy as specified in 7CFR 210.8, 220.11 and 215.11;
12. To count the number of free, reduced price and paid reimbursable Program meals at the point of service, as approved by the State Agency;
13. To submit Claims for Reimbursement in accordance with 7CFR 210.8, 220.11, 215.9 and 215.11;
14. To comply with USDA requirements regarding nondiscrimination;
15. To make no discrimination against any child because of his or her eligibility for free or reduced price meals, milk or supplements (snacks) in accordance with the Free and Reduced Price Policy Statement attached hereto;
16. To accept and use donated foods, in as large quantities as may be efficiently utilized, as offered under provisions of 7CFR 250;
17. To maintain, in the storage, preparation and service of food and milk, proper sanitation and health standards in conformance with all applicable State and local laws and regulations;
18. To maintain necessary facilities for storing, preparing and serving food and milk;
19. Upon request, to make all accounts and records pertaining to Programs available to the State Agency and to USDA Food and Nutrition Service, for audit or review, at a reasonable time and place in accordance with 7CFR 210.9(b)(17)(19), 220.7(e)(13) and 215.8(d)(7);
20. To maintain files of currently approved and denied free and reduced price applications and direct certification documentation. If the applications and direct certification documentation are maintained at the Sponsor/SFA level, they shall be readily retrievable by school or site; and
21. To retain the individual applications for free milk and/or free and reduced price lunches and supplements (snacks) submitted by families for a period of 3 years after the end of the fiscal year to which they pertain except that, if audit findings have not been resolved, the records shall be retained beyond the 3 year period as long as required for the resolution of the issues raised by the audit.

The covenants and agreements herein contained shall inure to the benefit of and be binding upon the parties hereto and their respective successors, transferees, and assignees.

I hereby certify that all the information submitted in this packet is true and correct. I understand that this information is being given in connection with the receipt of federal funds; that the NDA or the USDA may, for cause, verify information; and that deliberate misrepresentation will subject me to prosecution under applicable state and federal criminal statutes.

**SIGNATURES (All are required.)**

\_\_\_\_\_  
Name of School District

\_\_\_\_\_  
Signature, Designated Official

\_\_\_\_\_  
Name Title (Please type or print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature, School Food Service Director

\_\_\_\_\_  
Name Title (Please type or print)

\_\_\_\_\_  
Date

-----  
*FOR STATE AGENCY USE ONLY*