

OSPI Child Nutrition Services

Grants Reference Sheet

Safe School Meals Grant

The Washington State Legislature provided federal funding for a non-competitive grant available to Local Education Agencies (LEAs) to support safe school meals in School Year (SY) 21–22. Funds may be used to:

- ✓ Purchase equipment and supplies to increase the safety of school meals in SY 21–22. This includes, but is not limited to supplies or equipment to:
 - Increase social distancing of students eating meals.
 - Reduce touch points in the meal programs.
 - Increase food safety.
 - Increase safety in meal service.
- ✓ Training to increase the safety of school meals in SY 21–22.
- ✓ Providing outreach to students, families, and school staff, including translation services.

All federal, state, and local procurement laws must be followed.

How to Qualify

- ✓ Local Education Agencies are eligible for this grant. This includes public school districts, charter schools, or tribal compact schools.
- ✓ Local Education Agencies must sponsor a school meal program during SY 21–22.
 - School Meal Programs include the School Breakfast Program (SBP), National School Lunch Program (NSLP), Summer Food Service Program (SFSP), or Seamless Summer Option (SSO).
 - Meals may be prepared on-site, received from another school that participates in a USDA Child Nutrition Program; or contracted with a food service management company.

How to Apply

- ✓ Fill out the brief application in OSPI's iGrants system by 4 pm PT on November 30, 2021. The Safe School Meals Grant is Form Package 170.
 - Answer question around school meals operation during SY 21–22.
 - Explain how funding will be used. Include specifics around equipment or supply purchases and any training or outreach.



Funding Calculations

- ✓ Funding for the Safe School Meals Grant is non-competitive and calculated based on enrollment and prior year meal participation.
 - Each LEA is allocated \$0.50 per student with a minimum of \$2,500. This is based on SY 2019–20 October Building Data*.
 - Additionally, each LEA is allocated approx. \$0.06 per breakfast and lunch served in September – November 2019*.
- ✓ Example:

District	Enrollment	Enrollment Funding	Meal Participation	Meal Participation Funding	Total Funding
Large District	30,000	\$15,000	1,400,000	\$84,000	\$99,000
Medium District	5,000	\$2,500	210,000	\$12,600	\$15,100
Small District	800	\$2,000	24,000	\$1,440	\$3,440

*If data is unavailable, due to an LEA not operating in SY 19–20, OSPI CNS will use the best available data to determine enrollment and meals served.

Grant Timeline & Details

- ✓ August - Non-competitive Grant Application open in iGrants
- ✓ November 30 - Grant Application closes in iGrants.
- ✓ December - Awardees notified
- ✓ January 3, 2022 - Finalize purchases – including delivery.
- ✓ January 3, 2022 - Submit supporting documents.
 - Supporting documents for purchases may include purchase orders, delivery receipts, invoices, proof of payment, pictures of equipment.
 - Supporting documents for training or outreach may include time and effort forms, payroll summary reports, and travel documents.

Resources

- [OSPI CNS Grants Webpage](#)

Acronym Reference

- CNS- Child Nutrition Services
- LEA- Local Education Agency
- NSLP- National School Lunch Program
- OSPI- Office of Superintendent of Public Instruction
- SBP- School Breakfast Program
- SSO- Seamless Summer Option
- SY- School Year
- USDA- United States Department of Agriculture