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Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**  
Chris Reykdal, Superintendent

k12.wa.us

April 12, 2024

- Action Required  
Due date: April 30, 2024  
 Informational

## BULLETIN NO. 022-24 CHILD NUTRITION SERVICES

**TO:** Educational Service District Superintendents  
School District Superintendents  
School District Business Managers  
School District Food Service Directors

**FROM:** Chris Reykdal, Superintendent of Public Instruction

**RE:** Fresh Fruit and Vegetable Program Application School Year 2024–25

**CONTACT:** Rachel Floyd, Special Programs Specialist  
Phone: 360-742-4155, [rachel.floyd@k12.wa.us](mailto:rachel.floyd@k12.wa.us)

## PURPOSE/BACKGROUND

The purpose of this bulletin is to announce the opportunity to apply for the United States Department of Agriculture (USDA), Fresh Fruit and Vegetable Program (FFVP). Funding is available for program operations from October 1, 2024, through September 30, 2025. Applications must be submitted to the Office of Superintendent of Public Instruction (OSPI) by April 30, 2024. The Assistance Listing Number (ALN) for the FFVP is 10.582.

The FFVP offers an effective and creative way to provide nutrition education and tasting opportunities for a wide variety of fresh fruits and vegetables. Participating schools serve fresh produce to students outside the National School Lunch Program and School Breakfast Program meal service times. Participating schools must offer meaningful nutrition education throughout the school year to complement students tasting fruits and vegetables. The program has been successful in introducing elementary school children to a variety of produce that they otherwise might not have the opportunity to try.

Funds are awarded to the highest free and reduced-price (FRP) percentage elementary schools that apply for the program. For general information, visit the [FFVP webpage](#).

## School Eligibility

Schools must meet two requirements to be eligible to apply:

1. 50% or more of the students enrolled in the school must be eligible for free or reduced-price meals.
  - [Eligibility for Free and Reduced-Price Meals Report](#) is used to determine each school's FRP percentage.
2. The school must meet the definition of "elementary" school. Please review the [FFVP Reference Sheet](#) for more details.

## FFVP Application

The FFVP application is completed in the Washington Integrated Nutrition System (WINS). Eligible schools will be notified through the sponsors WINS home screen. WINS authorized users have access to the FFVP application. Individuals listed in the FFVP application are responsible for ensuring the program is implemented according to FFVP regulations.

- **Sponsor Application Information**

The Local Education Agency (LEA) name is the name of the school district (if public) or the sponsoring organization (if private). The LEA official is typically the superintendent or designee. It must be an individual employed by the LEA (not a food service director from a food service management company).

Staff Contact information must be entered or updated when completing the FFVP sponsor application. Use the [Updating Sponsor Contacts Information Sheet](#) for detailed information on updating WINS.

- **Site Applications**

A Site Application must be completed in WINS and submitted for each school that wants to be considered for participation annually. If the LEA has eligible sites, you will see this displayed on the WINS home screen. The site application must demonstrate how the FFVP will be implemented and operated within program requirements. Refer to the [FFVP Reference Sheet](#) for more information.

If your site is granted funding, you will be required to complete a Site Spending Plan prior to operating FFVP for the 2024–25 school year.

## FFVP-Funded Sites

Awarded elementary schools receive \$50 to \$75 per student for each school year to provide fresh fruits and vegetables to children during the school day. These funds are provided as reimbursement and participating schools must submit monthly claims for reimbursement in WINS. Schools may claim reimbursement for the cost of fresh fruits and vegetables, labor associated with the program, and other limited non-food costs. Awards will be announced by June 30, 2024. All schools funded for the FFVP will receive an award announcement with program details, training requirements, and instructions for completing the Site Spending Plan.

## Food Service Management Company Contracts

LEAs with a Food Service Management Company (FSMC) contract must ensure the FFVP was included in the initial Request for Proposal or current contract. If not, it may be necessary to create an addendum or rebid the contract.

## INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact Rachel Floyd, Special Programs Specialist, at 360-742-4155 or email [rachel.floyd@k12.wa.us](mailto:rachel.floyd@k12.wa.us). The OSPI TTY number is 360-664-3631.

This bulletin is also available on the [Bulletins](#) page of the OSPI website.

Tennille Jeffries-Simmons  
Chief of Staff

Leanne Eko  
Chief Nutrition Officer  
Child Nutrition Services

CR: In

**Assurance Statement**

*The Sponsor hereby agrees that it will comply with: i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.); ii. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); iii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); iv. Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); v. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189); vi. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000); vii. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.); viii. Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3); ix. Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement. x. The USDA non-discrimination statement that 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, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).*

*This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.*

*By accepting this assurance, the Sponsor agrees to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Sponsor, its successors, transferees and assignees as long as it receives assistance or retains possession of any assistance from USDA.*

*OSPI provides equal access to all programs and services without discrimination based on sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal by a person with a disability. Questions and complaints of alleged discrimination should be directed to the Equity and Civil Rights Director at 360-725-6162/TTY: 360-664-3631; or P.O. Box 47200, Olympia, WA 98504-7200; or [equity@k12.wa.us](mailto:equity@k12.wa.us).*