

Date: May 16, 2024

Subject: SP 20-2024: Fiscal Year (FY) 2024 National School Lunch Program
Equipment Assistance Grants – Notice of Funding Availability

To: Regional Directors, Child Nutrition Programs, All Regions

Regional Directors, Grants Management Administrative Services, All
Regions

State Directors, School Nutrition Programs, All States

This Notice of Funding Availability (NOFA) announces the distribution of \$10 million provided by the Consolidated Appropriations Act, 2024 (Public Law 118-42), to State agencies to competitively award Equipment Assistance Grants to eligible Local Education Agencies (LEAs), School Food Authorities (SFAs) and schools participating in the National School Lunch Program (NSLP). This NOFA and attachment provide guidance on the grant awards, funding, funding goals, period of performance, award/award timelines, administration, and reporting for these grants.

Funding

To fully issue the available \$10 million to State agencies in FY 2024, the Food and Nutrition Service (FNS) used the Child Nutrition State Administrative Expense allocation formula. Please refer to the State agency funding allocation attachment where State agency allocation levels can be found.

A State agency may not use more than five percent of its allocation for administrative costs associated with awarding grants to eligible subgrantees.

Subgrantee Eligibility and Approach

Under this NOFA, State agencies are directed to competitively award subgrants to LEAs, SFAs or schools to purchase equipment, with a value of greater than \$1,000. State agencies must develop a Request for Application (RFA) to competitively award the subgrants and submit the RFA to their respective FNS Regional Program Office for prior approval. The RFA must reference all applicable Federal and State level (Government-wide and USDA requirements).

State agencies may consider any eligible LEA, SFA or school to receive a grant award.

Selection criteria factors that State agencies should consider when awarding the subgrants, may include, but are not limited to, the following:

- Opportunities to impact nutrition and quality of meals, including supporting the implementation of updated nutrition requirements for school meals.
- Age of food service equipment or lack of appropriate items;
- Ability of food service equipment to increase the efficiency of SFA procurement, food storage, and distribution/service;
- The availability of existing State and local funding for equipment purchases; and,
- Strategies for adopting cafeteria changes that provide more convenience and appeal to the student.

Equipment purchased under the subgrant must be for the purpose of serving healthier meals, improving food safety, and/or helping to support the establishment, maintenance, or expansion of the School Breakfast Program.

The Assistance Listing Number (ALN), formerly referred to as the Catalog of Federal Domestic Assistance number for this grant project award is: 10.579.

Funding Goals

Subgrantees will be required to follow procurement regulations at 7 CFR Part 210.21 and 2 CFR Part 200.317-326. Equipment competitively procured using these grant funds must be necessary, reasonable, and allocable. State agencies' NSLP Equipment Assistance Grant announcements, i.e., the RFA to eligible subgrantees must highlight the requirement to follow all Federal, State, and local procurement laws when purchasing equipment with these grant awards.

Period of Performance

The period performance start date for these grants will vary; however, the performance period end date will be September 30, 2026.

How to Apply

To apply for these funds, State agencies must submit an application for Federal Assistance through the SF-424 Application Package to their respective FNS Regional Office *GMAS* point-of-contact (*POC*,) with a cc: to the applicable Regional Office Program staff listed below.

Applications must be received no later than 11:59 PM Eastern Time by **May 31, 2024**; late applications will not be considered. State agencies may reach out to their respective FNS Regional Office *GMAS POC* with questions or technical assistance requests when preparing their application package. The Regional Office *GMAS* will coordinate with the Child Nutrition (CN) Program POC, as applicable.

All Standard Forms (SF) listed below can be found on Grants.gov here (where they must be opened in Adobe and saved as PDF) or as an attachment to this announcement. Please ensure all Standard Forms (SF-424, SF-424A, SF-424B, SF-LLL) have wet signatures (i.e., print, sign, and scan/email with application).

FNS Regional Office	GMAS POC	CN POC
Mid-Atlantic Regional Office	Howard.Lockstein@usda.gov	Roberta.Hodson@usda.gov
Midwest Regional Office	Michael.Chambers@usda.gov	Samia.Hamden@usda.gov

Mountain Plains Regional Office	Deborah.Hammack@usda.gov	Stephanie.Faris-Willingham@usda.gov
Northeast Regional Office	Li.Liu@usda.gov	Cheryl.Fogerty@usda.gov
Southeast Regional Office	Dionne.Bounds@usda.gov	Lilly.Bouie@usda.gov
Southwest Regional Office	Jeff.Wingate@usda.gov	Efraim.Longoria@usda.gov
Western Regional Office	Rebecca.Hobbs@usda.gov	Marisa.Cheung@usda.gov

Award/Award Timeline

When awards are made, State agencies will receive an FNS-529, Grant Award Agreement, from their respective Regional Office, with accompanying terms and conditions, which will serve as the official grant agreement. Grant funds will not be released to any State agency until the FNS-529 is returned with signature and can be fully executed, i.e., to include both the State agency and FNS signatures.

Once an award has been made and the State agencies' RFA for subgrants has been approved by the FNS Regional Office, the State agency will distribute subgrant materials, review application submissions, award subgrants, and conduct monitoring. State agencies are expected to maintain all appropriate purchase records from the subgrantees and make them available and ready for review upon request. The States' initial award phase should be completed by September 30, 2025, including the States' development and approval of the RFA and obligation of funds to their respective subgrantees.

Subgrantees that are unable to fully obligate their grant amounts by September 30, 2025, must return any unobligated funds to the State agency by no later than January 15, 2026. If these funds are returned to the State agency, the State agency may reallocate available funds (the returned funds and the funds not previously obligated to subgrantees) to award the next applicant approved for an equipment grant that had not received funds during the initial competitive grant application process.

Funds returned to the State agency but not obligated by September 30, 2026, must be returned to FNS. State agencies must follow all standard policies and procedures to award these grants to eligible LEAS, SFAs, and schools.

No-cost extensions are not permitted under this Fiscal Year (FY) 2024, National School Lunch Program Equipment Assistance Grants NOFA.

Award Reporting Requirements

Performance Reports

State agencies will be required to provide an FNS-908 Performance Progress Report annually and a final at the end of the period of performance.

Both the annual and the final FNS-908 Performance Progress Report will be submitted via email to the FNS Regional Office *Program POC* in PDF form (not Word or Excel). On this form, State agencies shall provide a final reporting summary that will include a list of all grantees and equipment purchased (this can be included in the narrative or as an attachment).

Instructions on how to complete the FNS-908 will be provided with the grant award FNS-529 and Terms and Conditions.

Financial Status Reports

FNS will require quarterly SF-425 Financial Status Reports. The Recipient is required to electronically enter the quarterly and final financial status report (SF-425) into the FNS, Food Programs Reporting System (FPRS). The title for this report is: "CN-NSLPE-v5".

This report must be entered within 30 days after the close of each quarter. The final Financial Report must be entered into FPRS within 120 days of the expiration of the grant agreement.

This report must also be certified by the recipient's chief fiscal officer or an officer of comparable rank. State agency staff that do not already have access to the "CN-NSLPE-v5" Program in FPRS, will need to submit an FNS-674 to their Regional Office POC. The FNS-674 can be found on the FPRS Welcome page (Click Here: <https://fprs.fns.usda.gov/>)

Questions regarding this announcement should be directed to the appropriate Regional Office. Regional Office questions should be directed to the Child Nutrition Program Monitoring and Operational Support Division.

FOR Jessica Saracino
Director, Program Monitoring and
Operational Support Division
Child Nutrition Programs

Lynn Rodgers-Kuperman
Director
Grants and Fiscal Policy Division
Financial Management

Attachment: FY 2024 State Funding Allocations

State Agency	FY 2024 Allocation
Alabama	\$174,596
Alaska	\$28,216
Arizona	\$209,178
Arkansas	\$110,764
California	\$1,048,372
Colorado	\$129,026
Connecticut	\$108,255
Delaware	\$32,291
District of Columbia	\$33,613
Florida	\$565,927
Georgia	\$391,360
Guam	\$10,245
Hawaii	\$33,859
Idaho	\$50,713
Illinois	\$319,619
Indiana	\$229,328
Iowa	\$117,417
Kansas	\$103,682
Kentucky	\$162,222
Louisiana	\$166,137
Maine	\$37,544
Maryland	\$167,875
Massachusetts	\$186,251
Michigan	\$269,944
Minnesota	\$187,869
Mississippi	\$117,045
Missouri	\$191,792
Montana	\$31,220
Nebraska	\$75,040
Nevada	\$79,796
New Hampshire	\$32,266
New Jersey	\$296,554
New Mexico	\$70,175

State Agency	FY 2024 Allocation
New York	\$557,637
North Carolina	\$279,224
North Dakota	\$31,187
Ohio	\$337,995
Oklahoma	\$128,945
Oregon	\$90,501
Pennsylvania	\$332,909
Puerto Rico	\$49,920
Rhode Island	\$29,152
South Carolina	\$168,118
South Dakota	\$33,485
Tennessee	\$219,767
Texas	\$1,146,825
Utah	\$101,492
Vermont	\$19,852
Virgin Islands	\$10,511
Virginia	\$261,906
Washington	\$179,185
West Virginia	\$64,221
Wisconsin	\$170,191
Wyoming	\$18,786
Total	\$10,000,000