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

April 1, 2021

- Action Required  
Due date: **4/30/2021**
- Informational

## BULLETIN NO. 017-21 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 Packet School Year 2021–22

CONTACT: Rachel Floyd, School Meals Program Lead  
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 2021 Fresh Fruit and Vegetable Program (FFVP). Funding is available for program operations from October 1, 2021 through September 30, 2022. Applications must be submitted to the Office of Superintendent of Public Instruction (OSPI) by April 30, 2021. The Catalog of Federal Domestic Assistance (CFDA) number 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. 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 both requirements to be eligible to apply:

1. Fifty (50) percent or more of the students enrolled in the school must be eligible for free or reduced-price meals.

- [The Free and Reduced-Price Meals Eligibility 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. 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.
  - The *Updating Sponsor Contacts Information Sheet* will be available in WINS after April 1. Once logged into WINS, the information sheet is located under the *Info* tab > *WINS Documentation and Job Aids*.

### Site Applications

- A Site Application must be submitted annually for each school that wants to be considered for participation.
- If the LEA has eligible sites based on FRP data, the LEA official will see this on their WINS home screen.

## FFVP-Funded Sites

Awards will be announced by June 30, 2021. All schools funded for the FFVP will receive an award announcement with program details and

- Dates for required training.
- Instructions for the Site Spending Plan.

## Food Service Management Company Contracts

Local Education Agencies (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 rebid the contract. For questions, please contact Jeff Booth, Audit & Financial Manager, at 360-725-6217 or [jeff.booth@k12.wa.us](mailto:jeff.booth@k12.wa.us).

## INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact Rachel Floyd, Administrative Program 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

T.J. Kelly  
Chief Financial Officer

Leanne Eko  
Director  
Child Nutrition Services

CR:ln

**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).*