

# AGRI Farm to School and Early Care – Grantee Kickoff

## Questions and Answers

*Q: Does taste testing in classrooms and/or in the lunchroom qualify as appropriate uses for the funds?*

Yes, trialing new Minnesota grown products on the menu or through taste tests is an eligible project expense, so long as the items are consumed as a part of a federal meal program (most commonly, the National School Lunch Program for K-12 schools, and the Child and Adult Care Food Program (CACFP) for early care centers. Taste testing in the classroom, outside of mealtime, is not an appropriate use of funds.

*Q: If we are getting items from a food hub, do we enter the total invoice or break it down to each item?*

Please have invoices list individual items. This allows us to capture the categories for purchases of these funds, and identifies items as eligible for reimbursement.

*Q: Can early care providers participate in the “District of the Year” competition, who are not part of a district?*

Last year was the very first year of the “District of the Year” competition – we will definitely consider how we might be able to expand this opportunity!

*Q: This is my first year receiving the grant. Can I re-apply next year? Is there a certain number of times I can apply?*

Yes, you can re-apply next year. There is not a limit on the number of times you can apply for grant funds. However, sites can only apply for a “First Bite” grant (smaller amount of funds, no match required) one time. Subsequent years they must apply for a “Full Tray” grant (can apply for a larger amount of funds, 1:1 matching funds required).

*Q: What documentation needs to be submitted to fulfill the match requirement for Full Tray and Equipment grants?*

Both Full Tray and Equipment grants will reimburse 50% of the expenses submitted up to the total amount of your grant award. , For example, if you received a Full Tray award totaling \$10,000, you will submit documentation totaling \$20,000 of eligible food purchases. For equipment grants, if you received an award totaling \$5,000 to purchase a refrigerator, you will submit documentation totaling \$10,000 of eligible equipment expenses. You will need to submit proof of purchase (invoices, receipts, etc.) and proof of payment (canceled checks, bank statements, etc.) for all expenses. If you have any questions about documentation required, please contact Emily Mehr at [Emily.mehr@state.mn.us](mailto:Emily.mehr@state.mn.us).

Additional questions, please contact:

-Grant contracts, reporting, and reimbursement: [Emily.Mehr@state.mn.us](mailto:Emily.Mehr@state.mn.us)

-Finding farmers or products: [Kate.Seybold@state.mn.us](mailto:Kate.Seybold@state.mn.us)

-Procurement specifics: [Jayme.Anderson@state.mn.us](mailto:Jayme.Anderson@state.mn.us)