**FAQ FY24 Equipment Assistance**

1. We have a school that would like to submit a proposal for the FY24 Assistance. They would like to ask for funding for (2) Milk Dispensers to serve 1 school. Are they permitted to ask for 2 pieces and will I need to complete a separate application for each? The total for both is below the $25,000 threshold.
2. The district can either submit one application asking for two milk coolers or two separate applications for one milk cooler in each application. If the school is awarded, whether it be from one or multiple applications, the site can only receive a maximum award amount of $25,000. If there are multiple applications, the highest award can be a total of $25,000 across all awarded applications. In the event the price of the milk coolers is less than $25,000, the award will be the lower amount.
3. Can districts that have applied for and received the grant before, apply for this one?
4. Yes. Schools who have been previously awarded may apply.
5. Are multiple schools in one district eligible for the full $25,000 each or is the grant for $25,000 for the entire district?
6. Yes, multiple schools from each district may apply with the awarded schools receiving up to $25,000 per school
7. Can an individual school submit multiple grant applications if requesting multiple pieces of equipment (not exceeding $25,000 per school)?
8. Multiple applications for each site may be submitted, however if the multiple pieces of equipment are the same type (two serving lines or two dishwashers, etc.) the district can submit one application for multiple pieces of the same equipment. If the pieces of equipment are different (one refrigerator, one serving line, one milk cooler) then multiple applications will need to be submitted.
9. Is the F/R rate a district level rate or is it based on the individual school rate?
10. The Free/Reduced percentage is based on the individual school, not the district.
11. If our Superintendent is unable to sign, will KDE accept an authorized representative's signature, such as from the Finance Officer?
12. If the district has someone designated to sign documents for the superintendent in his/her absence this will be accepted.
13. We have over a dozen schools that plan to submit KDE Equipment Assistance Grants. Since the only signatures required are those of the District Food Service Director and Superintendent, could we have them sign once for all 12+ applications and use that signature page in each? Or must we have them sign 12 times?
14. The purpose of the signature is to approve the application for the individual school so each application will need to be signed.
15. In the RFA, on page 9, the Priority of Focus is listed 1 through 6 as it is on pages 4-5 on evaluation, but in the actual application on page 16, the Criteria/Focus Area(s) requested in the box are listed 1-6 but the Criteria/Focus Areas are listed 7-12 but seem to be the same area(s) of focus. Can you explain this further in the Q&A?
16. It is a formatting error within Word, those should be numbered 1-6 throughout the application. Any error resulting from the formatting issue will not be scored negatively for applicants.
17. If a school such as an alternative school that has a school identity number and a kitchen area and needs warmers and other equipment to maintain the quality of the food, but not a fully operating cafeteria be eligible for this grant?
18. Districts should refer to the sites listed in their CNIPS application when submitting applications.

Can a food truck that services these types of schools be eligible?

A. No, vehicles are not approved for the Equipment Assistance Grant.

Do these schools qualify as SFAs?

A. Refer to the approved sites in the CNIPS application.

1. If the item needed is slightly above the cost of $25,000 and the district is able to pay for the difference or to pay for the shipping of the equipment, can they do this?
2. Yes, if the site is awarded the maximum award of $25,000, the district may pay the difference above that amount.

Do they include the explanation in the narrative and if so, under which question?

A. No, this is not required in the application.

1. Is it necessary to include the USDA nondiscrimination statement in the application and if so, where?

A. No, the nondiscrimination statement is not required in the application.

1. For a residential childcare institution which is serving as a School Food Authority, should the name on the various application/LEA district fields be styled as the name of the childcare agency, or KECSAC, or the host district - or other? Would a signed letter from an educational partner (e.g., principal, or other leadership involved in the school) be acceptable to include as an attachment to express support for the request? We understand that it is not required but wonder if it would be considered if it was able to provide further evidence justifying the need and impact of the equipment.

A. As far as the application, they would submit an application utilizing the SFA name that is used in the CNIPS system. A signed letter is not needed, nor would it be accepted. The application submission should detail and relay all of the evidence justifying the need and impact of the equipment.