Paragraph Scoring:

| Explain the **need** for the equipment and describe how this piece of equipment will **change** current program **operations**. | Missing0 | Deficient1 | Unsatisfactory 2 | Emerging3 | Proficient4 | Exemplary5 |
| --- | --- | --- | --- | --- | --- | --- |
| * The **need** for the equipment and how it will **change** program **operations** is not addressed.
 | * The **need** for equipment is inadequately addressed and how it will **change** current program **operations** is not included.
 | * The n**eed** for equipment is not clearly stated. How it will **change** current program **operations** is not adequately addressed.
 | * The n**eed** for equipment is generally stated. The SFA identifies how it will **change** current program **operations** in limited general terms.
 | * The n**eed** for equipment is stated and adequately addressed. The SFA identifies how it will **change** current program **operations**.
 | * The **need** for equipment is clearly stated with adequate details provided. The SFA identifies how it will **change** multiple current program **operations**.
 |

**SCORE FOR 1: \_\_\_\_\_\_\_\_**

2)

| Identify the **difference**(s) that the equipment will make in the school nutrition program. | Missing0 | Deficient1 | Unsatisfactory 2 | Emerging3 | Proficient4 | Exemplary5 |
| --- | --- | --- | --- | --- | --- | --- |
| * How the equipment will make a **difference** in the SN program is not identified.
 | * How the equipment will make a **difference** in the SN program is insufficient.
 | * How the equipment will make a **difference** in the SN program is provided in general vague statements and not clearly identified.
 | * One or more ways in which the equipment will make a **difference** in the SN program is simply stated with limited details provided.
 | * One or more ways in which the equipment will make a **difference** in the SN program is stated with adequate details provided.
 | * One or more ways in which the equipment will make a **difference** in the SN program is clearly described with multiple in-depth details provided.
 |

**SCORE FOR 2: \_\_\_\_\_\_\_\_**

3)

| Share how the equipment will **improve** participation, food safety, energy efficiency, nutrition and quality of meals, and/or promote smarter lunchrooms. | Missing0 | Deficient1 | Unsatisfactory 2 | Emerging3 | Proficient4 | Exemplary5 |
| --- | --- | --- | --- | --- | --- | --- |
| * How the equipment will **improve** at least oneof the identified areas is not addressed.
 | * How the equipment will **improve** one or more of the identified areas is included but is not adequately addressed.
 | * How the equipment will **improve** the quality of meals is identified and is adequately addressed.
 | * How the equipment will **improve** food safety and nutrition and quality of meals is identified and is adequately addressed.
 | * How the equipment will **improve** participation, food safety, and nutrition and the quality of meals is identified and is adequately addressed.
 | * How the equipment will **improve** all of the identified areas is identified and is adequately addressed.
 |

**SCORE FOR 3: \_\_\_\_\_\_\_\_**

4

| Identify how the equipment will be **utilized in the SBP, NSLP, ASCP, and/or FFVP.**  | Missing0 | Deficient1 | Unsatisfactory 2 | Emerging3 | Proficient4 | Exemplary5 |
| --- | --- | --- | --- | --- | --- | --- |
| * The programs in which the equipment will be used is not identified and/or how it will be utilized is not addressed.
 | * How the equipment will be utilized is addressed. But the programs in which the equipment will be **utilized** is not identified.
 | * The programs identified were **ASCP or the FFVP**. How the equipment will be utilized in these programs is adequately addressed.
 | * The program identified isthe **NSLP.** How the equipment will be utilized in the NSLP is adequately addressed.
 | * The programs identified are the **NSLP and SBP.** How the equipment will be utilized in these programs is adequately addressed.
 | * The programs identified are the **SBP, NSLP, and the ASCP or FFVP**. How the equipment will be utilized in these programs is adequately addressed.
 |

**SCORE FOR 4: \_\_\_\_\_\_\_\_**

5)

| Share the **process** conducted for selecting the school and piece of equipment needed. | Missing0 | Deficient1 | Unsatisfactory 2 | Emerging3 | Proficient4 | Exemplary5 |
| --- | --- | --- | --- | --- | --- | --- |
| * How the school and/or the equipment needs were identified is not addressed.
 | * A general description is provided for either the school selection or the identification of equipment needs but not for both.
 | * A general description is provided for both the school selection and the identification of equipment needs but an established **process** is not provided.
 | * A **process** is provided for both school selection and identification of equipment needs. However, the process is unclear and provides limited information on how it was utilized.
 | * A **process** for both determining school selection and the identification of equipment needs is provided. The process is clear and adequate information is provided on how it was utilized.
 | A **process** for both determining school selection and the identification of equipment needs is provided. The process is clear and adequate information is provided on how it was utilized. Priority was given to schools in underserved areas, schools with limited access to other resources was considered and the SN programs the school(s) participate in were considered. |

**SCORE FOR 5: \_\_\_\_\_\_\_\_**

6)

| Identify your **timeline** to **complete** the procurement and expenditure activities by **Sept. 30, 2020.** | Missing0 | Deficient1 | Unsatisfactory 2 | Emerging3 | Proficient4 | Exemplary5 |
| --- | --- | --- | --- | --- | --- | --- |
| * The **timeline** for **completion** of procurement and expenditure of funds is not provided.
 | * A general statement regarding a **timeline** is provided but no information is provided on procurement.
 | * A timeline is not provided and only general information on the procurement process is described.
 | * The **timeline** for completion of the expenditure activities is provided and indicates completion will be by Sept. 30, 2020. Only limited information on the procurement process that will be used is described.
 | * A general **timeline** that outlines the procurement process that will be used and how expenditure activities will be completed by Sept. 30, 2020 is provided.
 | A detailed **timeline** is provided that includes specific dates in which tasks will be completed, the procurement method is clearly identified and it is clearly stated that expenditure activities will be completed **by Sept. 30, 2020** |

**SCORE FOR 6: \_\_\_\_\_\_\_\_**

**TOTAL SCORE: \_\_\_\_\_\_\_\_\_\_\_\_\_**