



Healthy Meals Incentives Grants for Small and/or Rural School Food Authorities

Frequently Asked Questions (FAQs)

Please refer to the [Request for Applications](#) (RFA) for more detailed information or watch the recorded [Informational Webinar](#), held on April 11, 2023.

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Definitions

Additional definitions of important terms used throughout the RFA are located in Appendix A of the [RFA](#).

1. How do I know if my school is a School Food Authority (SFA)? Does every school/school district in the United States have an SFA?

An SFA is the governing body responsible for the administration of one or more schools and has legal authority to operate the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) therein or be otherwise approved by the United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) to operate the Program(s). Therefore, the SFA is typically the school district, or the entity within the school district, that operates school food service. The SFA holds the highest level of responsibility for ensuring that school meals meet Federal nutrition guidelines, managing program funds, and complying with regulations related to food safety, sanitation, and waste reduction. You must apply as an SFA for this grant; individual schools that are not SFAs are not eligible entities, though an applicant SFA can propose projects that focus on individual schools within the SFA.

2. What is the definition of a small SFA?

For the purpose of this grant, a small SFA has an enrollment of less than or equal to 5,000 students. Once you set-up an account in the grant application portal, your eligibility as a small SFA will be automatically pre-determined based on the data from the [National Center for Education Statistics \(NCES\)](#).

3. What is the definition of a rural SFA?

For the purpose of this grant, a rural SFA is defined as an SFA where the majority of students within the SFA are enrolled in a rural school as defined by a locality code of 41, 42, or 43, according to the [NCES online tool](#). Once you set-up an account in the grant application portal, your eligibility as a rural SFA will be automatically pre-determined based on the data from the National Center for Education Statistics.

4. How do you define "local" foods? Would local foods include ranch-raised meats like beef, chicken, pork, or bison?

The definition of "local agricultural products" can depend on geographic, social, governmental, physical, or economic parameters; seasonality; and/or other factors. Local procurement options differ greatly across communities depending on district and school size; proximity to agricultural areas; growing season; and demographics. USDA expects that State agencies will have varying definitions of "local agricultural products" that align with their particular needs and goals. The intent of schools utilizing local agricultural products is to serve more locally produced foods in school cafeterias, improve student nutrition, provide nutrition education opportunities, and support local and regional farmers, ranchers, and fishers. Local agricultural products can be meats (e.g., beef, chicken, pork, bison), seafood, fruits, vegetables, grains, nuts, seeds, dairy foods, or legumes.

5. What are capital improvement expenses?

Capital improvement expenses include any major improvement to facilities and infrastructure that would add to the permanent value of the school building. If the building was turned upside down, would the piece of equipment be held in place by a permanent connection or securely affixed? If yes, then it is tied to capital improvements and must be paid for by the SFA's general fund, not by these grant funds. Capital improvements or construction projects are ineligible expenses for these grants. Walk-in or reach-in freezers and coolers are an exception and the grants may be used to purchase and install these items.

Eligibility

6. What are the requirements to qualify for these grants? Is this for K-8 only?

Eligible applicants must be small and/or rural School Food Authorities (SFA), as defined in the [Definitions](#) section, and participate in the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) in the contiguous United States, Hawaii, Alaska, District of Columbia, Puerto Rico, Guam, or the United States Virgin Islands. The grants are for grades K-12.

7. Does the SFA have to be both rural and small? For instance, can a small SFA in urban markets, such as Chicago, New York, or Los Angeles apply?

SFAs only need to meet one of the two definitions, they must be EITHER rural or small. Therefore, a small SFA in an urban market may be eligible. SFAs must also meet the remaining criteria of participating in the NSLP and/or SBP in the contiguous United States, Hawaii, Alaska, District of Columbia, Puerto Rico, Guam, or the United States Virgin Islands.

8. We are classified as rural but some of our townships within the county are in codes 31, 32, and 33. Does the entire SFA have to qualify as rural? If you have some schools that are not rural, are we still eligible?

The requirements to meet the definition of a rural SFA is that the majority of students within the SFA are enrolled in a rural school as defined by a locality code of 41, 42, or 43, according to the [National Center for Education Statistics \(NCES\) online tool](#). Therefore, if over 50% of the students within your SFA are enrolled in a rural school with locality code of 41, 42, or 43, then you are considered rural.

9. I am designated as rural on the USDA map, but am designated as a town using the NCES tool you provided. Why is this different?

For the purpose of this grant, a rural SFA is defined as an SFA where the majority of students within the SFA are enrolled in a rural school as defined by a locality code of 41, 42, or 43, according to the [NCES online tool](#).

10. We are a small private non-profit school and we are our own SFA. When I type in our address for the local lookup, it is showing that we are located in a 32 and surrounded by 41 around the entire town. Would we still qualify to apply for the grant?

If you are located in locality 32, you are not considered a rural SFA by the definition used for these grants; however, you may be eligible as a small SFA. The requirements to meet the definition of a small SFA is a total student population of 5,000 or less, in addition to participating in the NSLP and/or SBP in the contiguous United States, Hawaii, Alaska, District of Columbia, Puerto Rico, Guam, or the United States Virgin Islands.

11. One of our campuses is considered "41" and our other campus is considered a "21." The majority of our students district wide are considered "41." Are we able to apply?

Yes, if the majority of students within the SFA are enrolled in a rural school as defined by a locality code of 41, 42, or 43, according to the [NCES online tool](#), your SFA is eligible to apply.

12. Are independent schools, individual charter schools, and private schools eligible? Will SFAs be willing to equitably prioritize charter schools?

If you are the governing body responsible for administering the NSLP and/or SBP for your school, then you would be considered the SFA and eligible for these grants, as long as you meet the requirements of small and/or rural. If you are not an SFA, work with your SFA to prioritize projects that focus on individual schools within the SFA. The schools to be supported through the grant must participate in the NSLP and/or SBP.

13. Can small or charter schools that are their own SFA apply, even if we are part of a larger district?

Yes, as long as they meet the criteria of being an SFA, meet the definition of a small and/or rural SFA, and participate in the NSLP and/or SBP in the contiguous United States, Hawaii, Alaska, District of Columbia, Puerto Rico, Guam, or the United States Virgin Islands, they are eligible to apply.

14. May a charter school apply on its own behalf (independently) or does the Local Educational Agency (school district) apply on behalf of the charter school?

You must apply as an SFA for this grant; individual schools that are not an SFA are not eligible entities, though the applicant SFA can propose projects that focus on individual schools within the SFA.

15. Can daycare and preschool programs apply?

No, daycare and preschool programs are not eligible.

16. Are Summer Food Service Program (SFSP) and Child and Adult Care Food Program (CACFP) sponsors eligible?

No, SFSP and CACFP sponsors are not eligible.

17. Can a community-based organization participate? Can we apply in conjunction with an SFA? If so what are the criteria? Can a 501(c)(3) apply?

No, you must apply as an SFA for this grant; community-based and 501(c)(3) organizations that are not an SFA and that do not participate in NSLP and/or SBP, are not eligible entities.

Community organizations can act as project partner(s) who will work with the SFA to support

the grant project and contribute to cafeteria-classroom-community connections in the applicant's nutritional improvements to their school meal programs.

18. Can catering companies or food service management contract companies who provide meals to schools qualify for this grant?

No, the application must be submitted by an SFA for this grant; catering companies or food service management contract companies are not eligible entities.

19. Can multiple SFAs work together and apply collaboratively?

No, you must apply as an individual SFA for this grant. Collaboration can be included as part of your project, but each SFA must apply separately and should ensure they can achieve their individual project goals.

20. On the NCES online tool, the most recent information is from 2021. Are we to use this data?

Yes, the information currently available on the [NCES online tool](#) is the criteria to use to determine rural eligibility.

21. Can you apply if your school is new?

If your new school is an SFA, you are eligible to apply for this grant if you meet all the eligibility requirements (see [Definitions](#) for the definition of an SFA). If you are not an SFA, work with your SFA to prioritize projects that focus on individual schools within the SFA. The schools to be supported through the grant must participate in the NSLP and/or SBP. You must apply as an SFA for this grant; individual schools that are not an SFA are not eligible entities.

22. Does the SFA have to be at a high free and reduced-price meal percentage?

No, all SFAs that are small and/or rural that participate in the NSLP and/or SBP, are eligible to apply.

23. Can multiple Residential Child Care Institutions that roll up into one SFA apply using all sites?

Yes, if the SFA meets the criteria of small and/or rural and participates in the NSLP and/or SBP in the contiguous United States, Hawaii, Alaska, District of Columbia, Puerto Rico, Guam, or the United States Virgin Islands.

24. Will a County School Program qualify?

You must apply as an SFA for this grant; individual schools that are not an SFA are not eligible entities (see [Definitions](#) for the definition of an SFA).

25. Can a Juvenile Center that participates in the NSLP apply as long as we are our own SFA?

Yes, if you meet the criteria of a small and/or rural SFA participating in the NSLP and/or SBP in the contiguous United States, Hawaii, Alaska, District of Columbia, Puerto Rico, Guam, or the United States Virgin Islands.

26. Can an Educational Service District (ESD) apply for the grant to help fund the mentorship of multiple districts to implement local and scratch cooking?

No, you must apply as an SFA for this grant. If the ESD is not the SFA, they can be included as a partner, but not as the applicant.

27. We are in the process of becoming an SFA and the paperwork should be complete in the next couple of months so that we can start serving meals under the NSLP by the start of the next school year. My question is are we eligible to apply for the grant.

If your SFA is approved and active with the State agency prior to the grant deadline, on May 26, 2023, you will be eligible to apply.

General

28. What is included in the grant?

The Healthy Meals Incentives (HMI) Grants for Small and/or Rural School Food Authorities (SFA) will offer competitive grants of up to \$150,000 per SFA for small and/or rural SFAs experiencing challenges in the improvement of the nutritional quality of their school meals due to limited staffing, difficulty in accessing training, increased food costs due to limited purchasing power, lack of physical space, and outdated kitchen equipment, among others. AFHK will provide in-depth, individualized technical assistance to support and guide grantees in overcoming challenges and implementing key strategies to improve school meal quality, meet the HMI Recognition Awards criteria, and mitigate any potential roadblocks to success. Training and technical assistance topics include, but are not limited to, menu planning, recipe development, kitchen workflow, food safety, food crediting, inventory management, equipment, labor and staffing, finance and budget development, procurement, commodity selection, contracts, and marketing plans. Applicants are encouraged to watch the recorded webinars and review the Request for Application (RFA) document for ideas of what kinds of projects can be funded. Links to these resources can be found on the website at www.healthymealsincentives.org.

29. Could this program be used to enhance the SBP and after school meal programs?

The HMI grants are intended to help small and/or rural SFAs improve the nutritional quality of their school meals, including meals in the SBP. The grants are not intended for after school meal programs; however, you could have objectives that would indirectly enhance these programs. For example, recipes that are developed for the SBP, such as scratch-prepared muffins or granola, may be used in after school meal programs.

30. If an SFA's food service is run by a food service management company (FSMC) can the FSMC be involved in the application process or complete the application and implement the new program on behalf of the SFA?

The FSMC can be involved to the extent that they can help with project planning, information gathering, research, and implementation of the new program. They cannot complete or submit the application on behalf of the SFA and the FSMC cannot be a recipient of any of the funds

from the grant. The SFA must be the entity responsible for submitting the application and any of the reporting requirements if they are selected as one of the grantees. The FSMC should work closely with the SFA to understand both the grant application and the requirements to implement the project.

31. Are there any “years of experience” requirements for applying?

There are no specific requirements for years of experience. Applicants should be able to demonstrate that the Project Coordinator has the necessary qualifications and experience to ensure completion of the project as described.

32. How can community organizations support SFAs in meeting grant objectives?

Community organizations can act as project partner(s) who will work with the SFA to support the grant project and contribute to cafeteria-classroom-community connections in the applicant’s nutritional improvements to their school meal programs.

33. Is there a travel requirement for this grant?

No, however, one of the objectives of the award is to apply to at least one HMI Recognition Award. Recognition Awardees will receive stipends and substitute pay to attend one of two Healthy Meals Summits to celebrate and recognize their work and achievements (location and time of the summits are to be determined).

Fundable Projects

34. What types of projects can be funded with this grant?

See section 1.2, on page 5 of the [RFA](#) for the key objectives of the grant. Funds may be used for the below items. See section 3.1, on pages 8-10 of the [RFA](#) for more details on eligible grant expenses.

- School food service capital equipment
- Small equipment and supplies
- Staffing and training
- Contractual services
- Food for school meal food samples and supplies for student taste-test events
- Nutrient analysis software
- Travel costs related to training needs
- Other direct costs specifically to assist in the provision of healthier school meals as described in the Healthy School Meals Incentives Recognition Awards criteria

35. Could we use money from this grant to incorporate meals from a variety of cultures?

Yes, funding can be used for working collaboratively with students and the community to provide nutritious school meal menu options that reflect the different cultures of students at the school.

36. Are there limitations to capital improvements?

Capital improvements are ineligible grant expenses. See [Definitions](#) for the definition of capital improvements.

37. Would fruit/vegetable bars be an allowable purchase?

Yes, funds may be used for capital equipment and small equipment expenses that directly support the applicant's school meal improvement efforts.

38. Are Project Coordinators an allowable expense?

Yes, funds may be used for salary and benefits for staff directly supporting the project. Your budget must include these costs as separate line items, and the budget narrative should include detailed information about salary, benefits, and the amount of time that each staff member will be allocated to the project. Payment to contractors carrying out grant activities is also an allowable expense.

39. Is additional training for staff an allowable expense?

Yes, funds may be used for training staff and contractors to learn information or skills needed to carry out the project.

40. Can a chef be hired to do some recipe development, or the transformation of our kitchen to scratch cooking?

Yes, funds may be used for salary and benefits for staff directly supporting the project. Your budget must include these costs as separate line items, and the budget narrative should include detailed information about salary, benefits, and the amount of time that each staff member will be allocated to the project. Payment to contractors carrying out grant activities also is an allowable expense.

41. Will this grant enable us to purchase new holding and cooking equipment?

Yes, funds may be used for capital equipment and small equipment expenses that directly support the applicant's school meal improvement efforts.

42. Is there money available to purchase "recovery" healthy snack items for student-athletes who practice after school, when the school doesn't have an after-school snack program?

No, food purchases are only allowed for educational, and training purposes, such as recipe development, farm to school taste tests, or promotional use. Food costs related to conducting a taste test of a new local agricultural product are also deemed an appropriate use of funds. No more than 25 percent of the grant funds may be used for food purchases, and the purpose of the food must be clearly described and justified in the project narrative, budget, and budget narrative. The ultimate goal of funded projects should be for long-term changes that will make nutritious food products available on menus; therefore, purchasing food items cannot be a primary use of grant funds.

43. Can the funds be used for staffing needs? Could this be used to cover benefits, too?

Funds may be used for salary and benefits for staff directly supporting the project. Your budget must include these costs as separate line items, and the budget narrative should include

detailed information about salary, benefits, and the amount of time that each staff member will be allocated to the project.

44. Can the grant be used to replace current equipment used for meal prep that is no longer working properly and/or outdated (i.e., commercial steamer and/or combi oven)?

Yes, funds may be used for capital equipment and small equipment expenses that directly support the applicant's school meal improvement efforts.

45. Do supplies count as equipment?

Funds may be used to purchase small equipment and supplies that directly support the applicant's school meal improvement efforts. "Small equipment and supplies" mean all tangible property other than capital equipment.

46. Do schools need to match funds as a part of this grant?

There are no matching requirements for this grant.

47. It was stated that marketing was an allowable expense, but advertising is not. Can you explain the difference?

Marketing funds can be requested for the purposes of nutrition education and promoting student and community engagement activities (e.g., nutrition related posters for serving lines, cafeteria walls, printing local food(s) menu highlights, or activities that help you build your program brand with your students, parents and communities). Advertising is the act of purchasing a specific space to share a message with your audience regarding your product or service. The purchase of advertisement is not an allowable grant expense.

48. I understand that there is a 25% max on spending on food; are there other caps on other components of the grant (e.g., staffing or equipment costs)?

There are no specific limitations outside of the limitation on food cost. Your budget must include these costs as separate line items, and the budget narrative should include detailed information about equipment, salary, benefits, and the amount of time that each staff member will be allocated to the project.

49. Can project implementation take place in one school building within a small district?

Yes, the project can be targeted to help one school building within an SFA.

50. Is there a limit on how many equipment items can be included in this grant?

No, there is no limit on the number of equipment items that can be included in the grant request. However, the maximum amount to request is \$150,000 per SFA.

51. Can you use any funds for a nutrition education degree?

No, funds may only be used to directly meet the key objectives of these grants (see section 1.2, on page 5 of the [RFA](#)).

52. Can we use grant funds for capital equipment, menu analysis software, and small equipment or should funds be used only for one item?

Grant funds can be used for multiple categories (e.g., nutrition software, capital equipment, small equipment, and staffing). The applicant should clearly articulate how each expenditure would help them overcome the challenges that the SFA is experiencing in the improvement of the nutritional quality of their school meals due to limited staffing, difficulty in accessing training, increased food costs due to limited purchasing power, lack of physical space, and/or outdated kitchen equipment, among others.

53. Does the equipment have to be purchased for the school or can farm equipment be purchased?

Farm equipment cannot be purchased with these grant funds. Equipment must be for the SFA and/or schools within the SFA.

54. Can the grant dollars be used by a qualifying district to contract with a third-party who will be able to provide higher quality food products?

No, only 25% of the requested funds can be used for food costs. Food costs must only be associated with taste testing, recipe testing or other nutrition education activities.

Grant Application

55. What is the deadline to apply?

The grant application will close on Friday, May 26, 2023, 5:00 PM, ET.

56. Does the application have to be completed in one sitting once started?

No, the application can be saved as you progress through each section and you may go back to it at any time prior to the application deadline of Friday, May 26, 2023, 5:00 PM, ET.

57. Can we get someone who works with grants to complete our application?

The School Food Authority (SFA) can decide who is qualified to contribute to the application.

58. What help is there with completing the application? Is there help for the technologically impaired?

For help and technical assistance with the online application system, email support@healthymealsincentives.org with “Healthy Meals Incentives Grants” in the subject line.

59. Can a wellness coordinator for a public school district apply on behalf of the district?

The SFA can decide who is most qualified to complete the application. Applications must include at least one Letter of Support from the Project Coordinator’s supervisor indicating full support for the grant project and articulating how the grant project will contribute to cafeteria-classroom-community connections and nutritional improvements to the school meal programs.

60. If our School District did not show up in the portal, what should we do to have it included?

Find the “Contact Us” at the bottom of the Action for Healthy Kids (AFHK) grant portal page and send us a message about your specific school/district so that we can provide assistance.

61. Can more than one person have the school or district linked to their account in the portal?

Yes, multiple people can be associated with a school or district within the portal. When a new person logs into the portal, they will have to manually associate themselves with a school or district by zip code. However, only one person per school or district may be linked to a grant application. Once one person begins an application, no other person linked to that school or district will be able to edit the application in progress. If a change is needed, the original application will need to be deleted to allow the new application to be visible to everyone once again. AFHK recommends developing the application using Word, so that it can be reviewed and edited prior to entering it into the online system.

62. Is there a way to print a PDF of the whole application as a way to prepare information prior to completing it online?

There will be a PDF copy of the application on the Healthy Meals Incentives website, www.healthymealsincentives.org. Please check the website for the link.

63. I have never filled out a grant before. What help is there with completing the application?

Action for Healthy Kids (AFHK) has a support team that provides technical assistance for the online application system. They can be reached at support@healthymealsincentives.org. Please use “Healthy Meals Incentives Grants” in the subject line. It is recommended that you apply early to ensure time for technical assistance, if needed. There are also other organizations that can help complete grant applications. Consider seeking assistance from your Cooperative Extension Office; you can look up your local office [here](#). Other local agencies that could help provide support, assistance, and connections include your state Department of Agriculture or possibly your county health department. Additionally, other industry organizations such as the [National Farm to School Network](#) or the [School Nutrition Association](#) could offer local recommendations to provide you with assistance.

64. Do we need to know which Recognition Award we will be applying for by the time we submit the grant application?

No, applicants do not need to know which Recognition Award they will be applying for when they submit their grant application. The only requirement is that you must commit to applying to at least one Recognition Award when you submit your application and accept your Healthy Meals Incentives Grant contract/terms and conditions document. AFHK and their partners can provide technical assistance to SFAs as they implement their grants to help them decide which Recognition Award(s) they would like to choose. See Appendix D in the [RFA](#) for descriptions of the Recognition Awards and criteria.

65. Can you provide a definition of emerging farmers? Is it dependent on how long they have been in business?

The term “emerging farmer” encompasses several historically underserved communities including women, veterans, persons with disabilities, Native Americans/Alaskan Natives, communities of color, young and beginning farmers, and LGBTQ+ farmers.

66. How do we determine and find out if a farmer or business is socially disadvantaged?

A “Socially Disadvantaged Producer” is a farmer or rancher who is a member of a socially disadvantaged group. A socially disadvantaged group is a group whose members have been subject to discrimination on the basis of race, color, national origin, age, disability, and, where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. More definition can be found at the [Code of Federal Register](#) web pages under Title 49, Subtitle A, Part 26, Appendix E.

67. Can you provide some clarification regarding the State agency LOS? Is this supposed to be from the State Education Agency?

The LOS should be from the division within the State agency that manages the National School Lunch Program and/or School Breakfast Program. The LOS template for the State agency can be found at <https://healthymealsincentives.org/>.

68. Are “Collaborative Community Partnerships” required?

No, collaborative community partnerships are not required, but are encouraged.

69. Can partner letters be from partners within your school system, such as a Principal?

Yes, partner letters could be from within your school system. For example, a Principal might write a LOS explaining how the grant supports student achievement and engagement, or a teacher might write a LOS if they are willing to lead a student lunch ambassador group or a school garden. School connections are encouraged.

70. How difficult is the application process? Will there be a lot of supporting documents to submit?

The application will be submitted through the [online application system](#). The required components of the application are as follows. For more details on each section, refer to the [RFA](#), section 5.2, on pages 12-13.

- SFA Information
- Project Information
- Key Personnel
- Project Design and Implementation
 - Budget Table
 - Project Plan Table
- Organizational Supports

71. Will someone be available to assist a director if they have questions regarding the application?

Yes, please email support@healthymealsincentives.org and either submit your questions there, or leave specific information on how to reach you. Please use “Healthy Meals Incentives Grants” in the subject line.

Grant Awarding and Reporting

72. How many grants will be offered? How is it determined who will receive the grant?

Using a competitive process, the USDA and Action for Healthy Kids (AFHK) anticipate awarding a total of \$30 million to over 200 small and/or rural School Food Authorities (SFA) that wish to improve their school meal programs. An SFA may apply for a minimum of \$10,000 and a maximum of \$150,000. Detailed scoring criteria is provided in the [RFA](#), in section 6.1, on pages 13-15.

73. When will be we notified that we have been selected to receive the grant?

The expected award date is July 14, 2023.

74. What is the grant amount range?

An SFA may apply for a minimum of \$10,000 and a maximum of \$150,000.

75. What is the funding period?

The period of performance will be from August 1, 2023, to September 30, 2025.

76. By when do funds need to be expended?

Funds must be expended by September 30, 2025.

77. How long does it take to receive funding? Are awarded funds paid up-front or on a reimbursable basis? Does the project need to be completed before the funds are issued?

The Healthy Meals Incentives Grants are reimbursement sub-grants in which grantees will be allowed to request one reimbursement per month for all outstanding expenses at the time of the reimbursement request. The reimbursement request will require details of actual expenditures by budget category, along with supporting documents for the reimbursements requested. Supporting documentation may include, but is not limited to, invoices, receipts, canceled checks, and purchase orders. In certain circumstances, a grantee will have the opportunity to request an advance on future reimbursable expenses that will be spent within the next 30 days.

78. Is each school allotted a certain amount of money?

No, funds are not provided directly to schools.

79. What tracking tools are required? What grant reporting is required after the fact?

Grantees will be required to provide two types of reports during the grant period: financial reports and implementation progress reports. AFHK will provide templates for these reports to grantees when the period of performance begins.

- **Financial reports** will be due 30 days after the end of each Federal Fiscal quarter (i.e., October-December 2023 is due January 30, 2024). The quarterly financial report will summarize the total funds spent through the end of the quarter and compare that amount to the grant budget. If funds are being utilized more or less rapidly than would be expected given the project and budget, this should be discussed/justified.
- **Implementation progress reports** will be due semi-annually, 30 days after each six-month period (i.e., July through December 2023 is due January 30, 2024) and should provide details on the status of the project work completed to date and reports on the changes in outcomes because of that work. These progress reports will be an opportunity for grantees to share their successes and challenges; and how they were addressed to help build a cadre of best practices to be shared in newsletters, conferences, and on social media sites.

Technical Assistance

80. What help will be available if awarded the grant? What resources will come with the grant beyond funding?

AFHK will work with their partners, Rocky Mountain Center for Health and Education (RMC Health) and the Chef Ann Foundation (CAF) to administer these grants. RMC Health is a national leader in professional development for school staff to create and sustain healthy schools. CAF is dedicated to empowering schools nationwide with the tools, training, resources, and funding they need to serve meals. Collectively, all three organizations will provide in-depth, individualized technical assistance to support and guide grantees in overcoming challenges and implementing key strategies to improve school meal quality, meet the Healthy Meals Incentives Recognition Awards criteria, and mitigate any potential roadblocks to success. Training and technical assistance topics include, but are not limited to menu planning, recipe development, kitchen workflow, food safety, food crediting, inventory management, equipment, labor and staffing, finance and budget development, procurement, commodity selection, contracts, and marketing plans.

81. Will you provide healthy recipes that work in combi ovens?

Yes, training and technical assistance topics for grantees will include, but are not limited to, menu planning, recipe development, kitchen workflow, food safety, food crediting, inventory management, equipment, labor and staffing, finance and budget development, procurement, commodity selection, contracts, and marketing plans.

Webinar Information

82. Where can I access the recording of each webinar? Can I share them?

Updated April 18, 2023

Webinar recordings will be available on the Healthy Meals Incentives (HMI) website, <https://healthymealsincentives.org>. You may share the link to the recordings.

83. Where can I register for upcoming webinars?

You can register for webinars on the HMI website, <https://healthymealsincentives.org>. The next webinar will be on May 10, 2023, from 2:00-3:00pm EST. Register [here](#).