

OSPI Child Nutrition Services Grants Reference Sheet

Breakfast Meals for Kids Grant

The Washington State Legislature provides funding for annual competitive grants available to public school districts. Funds may be used to:

- ✓ Start a School Breakfast or other school meal program;
- ✓ Increase participation and/or quality in an established meal program;
- ✓ Or improve the equipment and facilities used in an established meal program.

All federal, state, and local procurement laws must be followed.

How to qualify for the grant:

- ✓ Be a Public school district, Charter School, or Tribal Compact School
- ✓ Sponsor a school meal program, this includes: School Breakfast Program (SBP), National School Lunch Program (NSLP)
- ✓ Your school(s) may prepare meals on-site, receive meals from another school that participates in a USDA Child Nutrition Program; or may contract with a food service management company

This funding may be used to improve or start the SBP or other school meal program by:

- ✓ Purchasing food service equipment.
- ✓ Providing staff training.
- ✓ Marketing your Program.
- ✓ Providing outreach to students, families, and school staff, including translation services.
- ✓ Improving efficiency, sanitation, or safety in the food service area.

Grant Evaluation:

Proposals from all school districts will be evaluated and ranked in iGrants (Form Package 383) by a committee established pursuant to [WAC 392-157-140](#).



Grant Timeline & Details

- ✓ December 2023– Grant application opens in iGrants
- ✓ January 16, 2024– Grant Application closes in iGrants
- ✓ February 2024– Awardees notified
- ✓ April 30– Finalize purchases – including delivery
- ✓ May 30– Submit supporting documents
Including, but not limited to: Purchase orders, Delivery receipts, Invoices, Proof of payment, Pictures of Equipment, Time and effort forms, Payroll summary reports, and travel documents
- ✓ June 30, 2024– All grant activities must be completed

Resources

- [OSPI CNS Grants Webpage](#)

Acronym Reference

- CNS- Child Nutrition Services
- LEA- Local Education Agency
- OSPI- Office of Superintendent of Public Instruction
- SBP- School Breakfast Program
- USDA- United States Department of Agriculture
- WAC- Washington Administrative Code