INSTRUCTIONS FOR COMPLETING THE FNS-529 FOR THE FY 2022 CHILD NUTRITION NSLP EQUIPMENT GRANTS

# FNS 529 GRANT/COOPERATIVE AGREEMENT FORM

Complete the following highlighted boxes of the form:

Box 1 – Insert NSLP-EQUIP-2022–XX-YY = The RO abbreviation and YY = State abbreviation of the awardee

Box 2 –Insert date of award – This is the date the award package is forwarded to the State Agency. This will also be the date on the award letter to the SA.

Box 3 – Mark the NO box. This award IS NOT a Research Grant Box 4 – Insert the CFDA Number for this award

Box 5 – Insert the Unique Entity Identifier (UEI) of the selected awardee from

the SF-424. This number replaced the DUNS number.

Box 6 – Insert the FAIN Number for the awarded applicant.

Box 7 – Insert USDA/FNS/XXXX Where XXXX = REGIONAL OFFICE ABBREVIATION

Box 8 – Insert CFDA Name for this award (Associated with the CFDA Number in Box 4) Box 9 – Insert the complete name and address of the selected awardee from the SF-424 Box 10 – Enter WBS Number and budget period XX.XX.XX

Boxes 11/12/13/15 – Amount of grant (If grant funds were distributed incrementally, these boxes would show different funding amounts)

Box 14 – Insert the STATE place of performance of the project

Box 16 – Insert cost sharing or matching component, if applicable. $0.00 if no cost sharing provided or required.

Box 17 – Insert Indirect Cost Rate, if applicable.

Box 18 – Insert Regional Office information or “Funds provided through Letter of Credit”. Box 19 – Insert appropriate Program Area (CN)

Box 20 - Insert Grant start date

Box 21 – Insert Grant end date (This date needs to be the end of the FFQ or the FFY). Box 22 – Insert brief project description.

Signature Block – complete Regional Administrator (RA) information (The RA should sign the document after the State returns the signed form to the Regional Office point of contact)

# TERMS & CONDITIONS

Include the Terms and Conditions with the award letter and FNS 529. The Terms and Conditions do not contain any fillable information.

If you have any questions regarding completion of the FNS-529 or Terms & Conditions, please contact Gregory Walton at [greg.walton@usda.gov.](mailto:greg.walton@usda.gov)