NCDPI Office of School Nutrition

2023-2024 Fresh Fruit and Vegetable Program Application

Signature Page

Deadline to *Electronically* Submit Signature Pages with Required Signatures in Blue ink:

Friday, March 31, 2023, 11:59 PM – scan/e-mail to zoe.mckaytucker@dpi.nc.gov

# \*\*\* Use this Signature Page form for each applying school. \*\*\*

# SIGNATURES

# *(Required Signatures Include: School Nutrition Administrator, Superintendent, School Nutrition Manager & School Principal)*

We have reviewed this application, approved it, and attest to the information provided. If selected, we agree to implement the United States Department of Agriculture (USDA) Fresh Fruit and Vegetable Program (FFVP) in a manner consistent with the policies and procedures established by USDA to include proper procurement procedures exercising free and open competition for all food/non-food goods and services for the FFVP. If selected to participate in the FFVP, but our school is unable to fulfill the proposed plan (submitted as part of the application), we will notify the North Carolina Department of Public Instruction (NCDPI) School Nutrition Division to discuss other options. Otherwise, we understand the NCDPI School Nutrition Division reserves the right to reverse the decision and award the remainder of the USDA FFVP allocation to another school in another district. Further, we agree to follow Federal and State guidelines when filing the monthly FFVP claim for reimbursement and will strive for completeness and accuracy. Also, if selected, we are committed to participating in any USDA/NCDPI required continuing education and evaluations for the FFVP, and to provide requested information by the specified deadlines.

Please provide all the contact information requested for the four (4) positions listed (or equivalent positions as determined by the school). **Also, please indicate which individual will be the primary FFVP contact person (if applying school is selected) by placing an “X” in the corresponding box left of the title.**

|  |  |
| --- | --- |
| **SFA Name:** |  |
| **SFA Number:** |  |
| **School Name:** |  |
| **School Address:** |  |
|  | |

School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
|  | **School Nutrition Manager**  **(type or print)** | |
| **Signature:** | **Date:** |
| **Email Address:** | |
| **Phone Number:** | |

|  |  |  |
| --- | --- | --- |
|  | **School Principal**  **(type or print)** | |
| **Signature:** | **Date:** |
| **Email Address:** | |
| **Phone Number:** | |

|  |  |  |
| --- | --- | --- |
|  | **School Nutrition Administrator**  **(type or print)** | |
| **Signature:** | **Date:** |
| **Email Address:** | |
| **Phone Number:** | |

|  |  |  |
| --- | --- | --- |
|  | **Superintendent**  **(type or print)** | |
| **Signature:** | **Date:** |
| **Email Address:** | |
| **Phone Number:** | |

**NOTE: Local Board of Education signature is required of *some* Local Education Agencies when applying for a potential grant. If applicable, share the completed USDA FFVP application(s) for the 2023-2024 school year with the appropriate person(s). Upon reading and approving, the Board Authority should sign/date this page (in blue ink, please) and include contact information.**

|  |  |  |
| --- | --- | --- |
|  | **Board of Education Authority**  **(type or print)** | |
| **Signature:** | **Date:** |
| **Email Address:** | |
| **Phone Number:** | |

**Submitting the Signature Pages**

1. **The Signature Pages form for the FFVP application is one (1) of two (2) documents that a school applying for the FFVP for the 2023-2024 SY is required to submit to complete the FFVP application. (The other required document is the “Number of Days the FFVP Operates Weekly” form.)**
2. **The four (4) required signatures and the date on the FFVP Signature Pages must be signed and dated in blue ink.**
3. **All Signature Pages with signatures/dates signed in blue ink and “Number of Days the FFVP Operates Weekly” form must be scanned/e-mailed to** [**zoe.mckaytucker@dpi.nc.gov**](mailto:zoe.mckaytucker@dpi.nc.gov) **before or on Friday, March 31, 2023, 11:59 PM.**
4. **No faxed Signature Pages accepted. Note: NCDPI Office of School Nutrition no longer has a fax machine.**
5. **If anyone has any questions or needs clarification regarding NCDPI’s process of electronically submitting the required FFVP Signature Pages and “Number of Days FFVP Operates Weekly” form, contact Zoe McKay-Tucker, NC’s FFVP Coordinator, at 919-961-0608 for assistance.**