NCDPI | Office of School Nutrition

2024-2025 Fresh Fruit and Vegetable Program Application

Signature Pages

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

Friday, March 22, 2024 – scan/e-mail to [Brenda.watford@dpi.nc.gov](mailto:Brenda.watford@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) Office of School Nutrition 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/PSU 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 2024-2025 FFVP Signature Pages form for the FFVP application is one (1) of two (2) documents that a school applying for the FFVP for the 2024-2025 SY is **required to submit** to complete the annual 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 2024-2025 FFVP Signature Pages form must be signed and dated in blue ink.
3. All 2024-2025 FFVP Signature Pages with signatures/dates signed in blue ink and “Number of Days the FFVP Operates Weekly” form must be scanned/e-mailed to [brenda.watford@dpi.nc.gov](mailto:brenda.watford@dpi.nc.gov) before or on Friday, March 22, 2024.
4. No faxed 2024-2025 FFVP Signature Pages accepted. **\*NOTE\*** NCDPI Office of School Nutrition no longer has a fax machine.
5. Please DO NOT mail the 2024-2025 FFVP Signature Pages to NCDPI.
6. If anyone has any questions or needs clarification regarding NCDPI’s process of electronically submitting the required 2024-2025 FFVP Signature Pages form and “Number of Days FFVP Operates Weekly” form, contact Brenda Watford, NC’s FFVP Coordinator for the 2024-2025 SY, at [brenda.watford@dpi.nc.gov](mailto:brenda.watford@dpi.nc.gov) or 336-491-2053 for assistance.