**ATTACHMENT A — Application and Self-Certification (Part 1)**

**(Please type all answers and information)**

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| **Name of Eligible Entity** *(must be the exact name used to register in the Oregon Business Registry)***:** | | | | | | |  | | | | |
| **Type of Eligibility:** school district; public charter school; provider of center-based programs for children in the Child and Adult Care Food Program; or entity that provides meals through the Summer Food Service Program. | | | | | | |  | | | | |
| **Mailing Address:** | |  | | | | | | | | | |
| **City, State, Zip:** | |  | | | | | | | | | |
| **Contact’s Telephone Number:** | |  | | | **Contact’s Email Address:** | | | |  | | |
| **Name of Authorized Representative:** | | | |  | | | | | | | |
| **Authorized Representative Email Address:** |  | | | | | | | **Phone Number:** | | |  |
| **Name of Grant Manager:** (This name will be used in the Grant Agreement) | | | |  | | | | | | | |
| **Grant Manager Email Address:** | | |  | | | | | **Phone Number:** | | |  |
| **Name of Fiscal Agent** *(if applicable)***:** | | | |  | | | | | | | |
| **Fiscal Agent Email Address:** | | |  | | | | | **Phone Number:** | | |  |
| **Non-Competitive Grant Amount Awarded This Biennium($):** | | | | | | **$** | | | | | |
| **Is this Applicant at a zero balance? In other words, has the Sponsor spent 100% of the non-competitive reimbursement grant? (Y/N)** | | | | | | | | | |  | |
| **Amount requested** (Maximum award request based on the Original Non-Competitive Procurement Grant Award Amount)  **Original Amount Max Award Request**  Tier A: $3,500.00 - $9,999.00 $10,000.00  Tier B: $10,000.00 - $49,999.00 $50,000.00  Tier C: $50,000.00 - $99,999.00 $100,000.00  Tier D: $100,000.00 - $250,000.00 $150,000.00 | | | | | | | | | | **$** | |

The State of Oregon has a vision of Local Food Access for All. Oregon Farm to School Network’s goal is that by 2034, 100% of Child Nutrition Programs provide access to foods grown, caught, gathered, raised, and/or processed locally, as defined by communities, and as a result, 50% of all food purchased for Child Nutrition Programs are local foods.

A first step towards this is to support CNP sponsors to set realistic and ambitious goals for local food procurement.

The following questions are required for completion of this application. **No points are assigned for this first set of questions**. The purpose is to help ODE CNP and their partners support applicants to the greatest extent practicable through the year. This data will be shared with our Farm to CNP Network giving them assistance with resources to be successful in operating the grant.

1. Do you have a purchasing goal(s) for Oregon Products?

* yes
* no
* I don’t know

If yes, what is your goal for the percentage of total food budget spent on Oregon products?

* 0-25%
* 26-50%
* 51-75%
* 76-100%

What is your current percentage of total food budget spent on Oregon products, and how are you planning to reach this goal?

***Response:***

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If no, what support do you need to establish a realistic and ambitious goal for local purchasing by 2032?

***Response:***

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Identify which strategies you plan to use to achieve your goal (Please check all that apply).

* Work with technical assistance providers such as Oregon Farm to CNP & School Garden Network (OFSSGN) Regional Hubs and OSU Extension to develop relationships with local food producers
* Secure funding for needed kitchen infrastructure/ equipment for increased use of local products through scratch cooking
* Dedicate staff time to local procurement
* Other, Please Describe:

***Response:***

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Do you need help achieving your goal?

***Response:***

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What else do you need?

***Response:***

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**ATTACHMENT A — Application and Self-Certification (Part 2)**

**Preference Points**

**Directions:**

**Part 1:**  Select a priority area that your local purchasing will help meet. We realize that this is a LOT of work, this is why we prefer for you to **select ONLY one or two** of the below priority areas.

* **Priority Area 1: Purchase from New & Diverse Producers.** ODE seeks to support the continued expansion of purchasing relationships with food producers. This preference area focuses on establishing new buying relationships and expanding the number of local food producers you are purchasing from. Additionally, ODE recognizes that historic inequities have led to some food producers and processors with less access to capital and market opportunities. ODE seeks to increase the number and diversity of new producers participating in Farm to CNP. **Preference points will be awarded in this priority area for CNPs who demonstrate commitment to a plan that includes purchasing from Oregon producers or processors that identify as: beginning farmers or rancher, as defined as operated a farm or ranch for 10 years or less; and/or minority-owned businesses, woman-owned businesses, businesses owned by a service-disabled veteran, or emerging small businesses as described in ORS 200.005.** “New” producers refers to a new vendor to your child nutrition program.
* **Priority Area 2: School Food Culture.** ODE seeks to support Sponsors in offering local foods that reflect global food cultures including those of students and local communities. **Preference points will be awarded to applicants who demonstrate menu development and promotion through engaging youth and their families in age-appropriate and culturally flexible ways.**
* **Priority Area 3: Healthy Food Production Practices**. ODE seeks to support food production that is regenerative and/or sustainable for the environment and supports wellness and respect for workers. **Preference points will be awarded to applicants who demonstrate purchases from food businesses with sustainable growing certifications such as Organic or SalmonSafe; and/or who demonstrate certified worker safety and fair labor practices.**
* **Priority Area 4: Expand Local Product Diversity**. ODE seeks to support all categories and varieties of food through the Farm to CNP program. **Preference points will be awarded for expanding purchases of products that have historically low school sales and ones that do not show up on reimbursement claims. This list of foods as of November 2023 includes unprocessed products (produce and whole grains), beef, pork, eggs, seafood, and legumes.**
* **Priority Area 5: “Hyper-Local” Direct Purchases.** ODE recognizes that more funding stays in the Oregon economy when purchases are made directly with producers as opposed to broadline distributors who move profits out of state. **Preference points will be awarded to Applicants that demonstrate a commitment to purchasing directly from producers, local markets and/or Food Hubs in Oregon within 100 miles of the Sponsor.**

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**Part 2: Answer the following questions as they relate to the priority area(s) you have selected.** Please review the priority areas above and be as specific as possible in relation to the preference points identified. Under each question are provided things to consider to help you generate ideas.

1. **Tell us about your plan to meet the priority area(s) you selected. (5 pts)**

***Response:***

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1. **Tell us about which producers you will be purchasing food from and how that fits the stated goals of the priority areas you selected (5 points).**

Things to consider: If you are planning to establish new relationships, how will you find and connect with food producers? If applicable, how do the producers you plan to purchase self-identify (minority-owned businesses, woman-owned businesses, businesses owned by a service-disabled veteran, or emerging small businesses as described in ORS 200.005)? If you are sustaining existing relationships, list the farms and food businesses. Are any of these producers hyper-local (from within 100 miles)? Do any of these producers have fair labor and/or sustainable growing practices?

***Response:***

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1. **Tell us about your menu plans as they relate to your priority area(s), and how youth and adults were engaged in making menu decisions? (5 points)**

Things to consider: Where are you using local products in your meal service? On the salad bar, snacks or main entrees? How were youth and/or their families involved developing menu items? How often do you use scratch cooking? How are the menu items in which local foods used in culturally affirming ways?

***Response:***

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1. **Tell us about your purchasing methods.**

Things to consider: Do you do any forward contracting or planning with local food producers? Will you use these grant funds to buy directly from producers or from broadline distributors? **(5 Points)**

***Response:***

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1. **Tell us about the local products you plan to purchase**. Things to consider: Are the foods hyper-local, new products for your district, and/or products you have been buying consistently over time, etc. **(5 Points)**

***Response:***

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1. **Tell us about how you are promoting farmers, fishers, ranchers, hunters, gatherers and/or food processors** - Things to consider: Connecting to local foods is less about distance, and more about relationships. It is about connecting to a place and the people and their passion for sharing the products they grow, gather, hunt, raise, catch, or make. How are you communicating about your local purchases in classrooms, cafeterias and the community? Are you using Oregon Harvest for Schools materials, inviting farmers into the cafeteria, or doing social media? **(5 points)**

***Response:***

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1. **Matching funds preference points**: **(5 points)**

How much of your award can you provide in matching funds? (max 5 pts)

* 1-5% (1 point)
* 6-10% (2 points)
* 11-15% (3 points)
* 16-25% (4 points)
* 26-30% (5 points)

What source of funds will you use to match ODE CRG funds? (information only; **no points**)

* General funds
* LFS funds
* DOD Fresh
* USDA Foods
* Pilot project for unprocessed fruits and vegetables

***Other:***

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**Any individual signing below hereby certifies they are an authorized representative of Applicant and that:**

1. Applicant understands and accepts the requirements of this RFA. By submitting an Application, Applicant agrees to be bound by the Grant Agreement terms and conditions in Attachment A and as modified by any Addenda, except for those terms and conditions that Agency has reserved for negotiation, as identified in the RFA.
2. Applicant acknowledges receipt of any and all Addenda to this RFA.
3. If awarded a Grant Agreement, Applicant agrees to carry out the goals and deliverables as identified within the Competitive Oregon Farm to CNP Grant Application and to meet the performance standards set forth in the final negotiated Grant Agreement.
4. Applicant certifies if awarded a Grant Agreement, Applicant shall not use the Grant Funds to supplant funds previously used to support Competitive Oregon Farm to CNP Procurement activities.
5. Applicant does not discriminate in its employment practices with regard to race, creed, age, religious affiliation, gender, disability, sexual orientation, national origin. When awarding sub-grants or contracts, Applicant does not discriminate against any business certified under ORS 200.055 as a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a business that a service-disabled veteran owns or an emerging small business.
6. Applicant complies with ORS 652.220 and does not unlawfully discriminate against any of Applicant’s employees in the payment of wages or other compensation for work of comparable character on the basis of an employee’s membership in a protected class. “Protected class” means a group of persons distinguished by race, color, religion, sex, sexual orientation, national origin, marital status, veteran status, disability or age.
7. Applicant certifies that, to the best of its knowledge, there exists no actual or potential conflict between the business or economic interests of Applicant, its employees, or its agents, on the one hand, and the business or economic interests of the State, on the other hand, arising out of, or relating in any way to, the subject matter of the RFA. If any changes occur with respect to Applicant’s status regarding conflict of interest, Applicant shall promptly notify the State in writing.
8. Applicant certifies that all contents of the Application (including any other forms or documentation, if required under this RFA) and this Applicant Information and Certification Sheet are truthful and accurate and have been prepared independently from all other Applicants, and without collusion, fraud, or other dishonesty.
9. Applicant understands that any statement or representation it makes, in response to this RFA, if determined to be false or fraudulent, a misrepresentation, or inaccurate because of the omission of material information could result in a "claim" {as defined by the Oregon False Claims Act, ORS 180.750(1)}, made under any resulting Grant Agreement being a "false claim" {ORS 180.750(2)} subject to the Oregon False Claims Act, ORS 180.750 to 180.785, and to any liabilities or penalties associated with the making of a false claim under that Act.
10. Applicant acknowledges these certifications are in addition to any certifications required in the Grant Agreement at the time of Grant Agreement execution.

By:

Authorized Representative Signature Date

Printed Name Title

