

CDFA – 2021 Farm to School Incubator Grant Program

Questions and Answers

Updated: February 11, 2021

RFA Section	Question	CDFA Answer	Date Posted
Purpose	[Track 2] Can track 2 projects be heavily education focused coupled with procurement (it seems track 1 is best suited for educational projects but the funding is limited).	Track 2 grants aim to fund both procurement and student engagement. In the Scorecard on page 10 of the RFA, under the Comprehensive Plan Scoring Category, you can see that Track 2 applicants will be scored based on whether they express in their application a plan to “enhance collaboration and coordination between regional farm to school partners and LEAs, increase procurement of new and whole or minimally processed California grown or produced foods, and improve student engagement.” In other words, in Track 2 CDFA is looking to fund projects that incorporate both procurement and student engagement, but we have not specified how much of the project must be focused on each. We leave it to you to tell us in your application what your LEA needs!	1/7/21
	[Both Tracks] What types of projects have been awarded in the past?	The 2021 California Farm to School Incubator Grant Program is brand new. The funding for this pilot grant program was allocated to CDFA in the state’s Budget Act of 2020.	1/14/21
	[Track 2] Can you clarify your definition of “regional” partnerships? Does the project need to include more than one county?	For Track 2, we do not have a specific definition of regional, as we are leaving it up to applicants to decide what constitutes their region and what makes sense for their project. Through this funding for regional partnerships, we hope to encourage regional collaboration and reduce regional duplication of efforts, focus projects in communities of greatest need, and equitably distribute funding to a wide variety of LEAs and regional farm to school partners that serve diverse communities in different regions of the state. We encourage applicants to think creatively about who they can realistically collaborate with to enhance existing farm to school initiatives, maximize impact, and serve communities of greatest need.	2/11/21

Funding and Duration	[Both Tracks] Is this year the only time this grant will be available? Or can we apply next year?	Currently, the California Farm to School Incubator Grant Program is a pilot program that is available this year only.	1/14/21
	[Track 1] Is there a total number of grants that will be awarded?	We cannot determine how many grants will be awarded for either track until we have received all of the applications and seen how much money each application is requesting for their project. We have allocated \$6.496 million for Track 1 grants, and \$2 million for Track 2 grants, and aim to fund each project we select with enough funds to have a transformative impact.	1/14/21
	[Track 1] Regarding the funding formula, when you say 18-19 NSLP Meals, are you referring to lunches only? What about seamless summer meals?	Yes, the funding formula for Track 1 requests that you use the total number of National School Lunch Program (NSLP) meals your LEA served in the 2018-19 school year (lunch meals only). Seamless Summer Option meals and other types of meals (e.g., Breakfast in the Classroom, Child and Adult Care Food Program, etc.) will not be included in this formula. However, in the School Nutrition Data section of the Track 1 application, we ask applicants to share any other school nutrition programs that your LEA offers in addition to NSLP, with an option to tell us how many meals you served for each of those programs in the 2018-19 school year. While this will not be factored into the funding formula, it will help application reviewers assess the extent to which your LEA embraces the role of schools as “nutrition hubs.”	1/14/21
	[Track 1] Regarding the funding formula: Our district’s free and reduced meals for 2018-2019 was xxx and with 180 school days, I had assumed our total NSLP meals served was this number times 180. But when I checked with our Food Services department, our total actual NSLP meals served were lower. This difference makes a big difference for our total budget request. Can you confirm that it is correct to use the actual meals, not the free/reduced meals times school days?	LEAs should use their total actual NSLP meals served in 2018-19 for the funding formula. We looked up your school district on ed-data.org and saw that your district’s total number of students who were eligible for free/reduced-price meals in 2018-19 was xxx (the same number you mentioned). However, all students who are <i>eligible</i> to receive free/reduced price meals through NSLP may not necessarily <i>participate</i> in NSLP, or maybe they only participate on some of the school days. This is likely why the total actual NSLP meals served in 2018-19 is lower than the free/reduced meal eligibility times 180 school days. Additionally, some students who do participate in NSLP may not be captured in this eligibility number at all if they are paying full price and are not eligible for free/reduced price meals.	2/4/21
	[Track 1] We noticed that the funding is based on 2018/ 2019 school lunch	The funding formula uses the number of National School Lunch Program (NSLP) meals served in a single school year as a metric in order to capture the	1/21/21

	<p>numbers. We just became part of the National school lunch program in 2019/2020; in that case can we use those numbers and still be eligible?</p> <p>[Track 1] Regarding the funding formula that uses 2018-19 National School Lunch Program data...I recently took over as food services director in my school district and the 18-19 SY was my first year. Subsequent years we've nearly doubled our participation. Can I use 2019-20 NSLP data for the funding formula instead?</p>	<p>scale of each applicant's school meal program, and create a fair and standardized way for each applicant to calculate the total dollar amount they are eligible to receive for Track 1. The intent behind using the number of NSLP meals served in the 2018-19 school year for the funding formula was to recognize that the 2019-20 school year was quite unusual and challenging, and that school meal participation may have dropped. Our goal was to allow applicants to enter a number into the funding formula that best reflects their typical school meal participation (under the assumption that the number of NSLP meals served in 2018-19 would be higher than the number served in 2019-20). However, if you did not become a part of the NSLP until 2019-20, and therefore do not have 2018-19 NSLP data, you can use the number of NSLP meals served in the 2019-20 school year for the funding formula. Please note that if you use 2019-20 NSLP data for the funding formula, all other data included in your application should also be from the 2019-20 school year. Please also be sure to briefly note that you used 2019-20 data, and why, in the Project Summary section of your application.</p> <p>On the other hand, if you do have 2018-19 NSLP data, we ask that you use this data in the funding formula so that we can ensure fairness and consistency across all applications. Because we have previously expressed to all potential applicants in both the RFA and webinar that the data should be from 2018-19, we are not able to make exceptions at this point in the application period. However, if you increased your NSLP participation in subsequent years and want to demonstrate how the need of your community has changed over the past year, please include this information in sections of the application such as: Need for Project and LEA Data (under the question "how has COVID-19 impacted your school community?").</p>	
	<p>[Track 1] Our school district is in dire need of funding to connect our school meal program to our education programming. However, the number of meals we served for lunch in 2018-2019 was xxx, and our population is [over 5,000]. If I'm plugging in that number</p>	<p>Yes, you are reading the funding formula correctly, and the result of the funding formula is the maximum amount you can apply for. (The one exception is for small LEAs whose funding formula yields less than the \$20k minimum, in which case they can apply for \$20k).</p> <p>As you fill out the application, remember that the primary scoring category CDFR will consider is Community Need (see the Scorecard on page 9 of the</p>	<p>2/4/21</p>

	multiplied by .08 cents then we can only apply for \$xx. Am I reading the funding formula correctly? Is there any room for additional considerations when defining the max amount we could apply for?	RFA). In the application, great places to highlight your school district's community need include: the Need for Project section, the LEA Data section, and the COVID-19 Adaptations section.	
	[Track 1] If our school district's student population is less than 5k, and we served xxx free and reduced lunch meals in school year (SY) 2018-19, is it correct to multiply this xxx number by \$0.12 for the funding formula? We also served xxx School Breakfast Program meals and xxx Seamless Summer Option meals in SY 2018-19.	Yes, this is the correct funding formula. Since your school district enrollment is less than 5,000 students, then you multiply the number of National School Lunch Program (NSLP) meals served in SY 2018-19 by \$0.12. You mentioned that xxx is the number of <i>free and reduced</i> lunches your district served in SY 2018-19. Please note that you should include <i>all</i> NSLP lunch meals your district served – free, reduced price, <i>and</i> full price (if applicable) – in SY 2018-19. While your funding formula should not include other non-lunch meals served in SY 2018-19 (such as School Breakfast Program meals and Seamless Summer Option meals), this is great information to include in the School Nutrition Data section of the application under "programs offered." Since the minimum grant amount for Track 1 is \$20k and you are a small school district, if your funding formula yields an amount that is less than \$20k, then you are automatically eligible to request \$20,000 in your application.	2/4/21
	[Track 2] For track 2 is there a funding formula to be used like in track 1 or can applicants request whatever amount of funding they feel they need?	There is no funding formula for Track 2. Applicants can request whatever amount of funding they feel they need, as long as it is within the range of \$10,000 to \$250,000, and as long as the amount is justified in the Project Description and Budget sections of the application.	1/7/21
	[Track 1] How will funds for procurement reimbursement work with NSLP funds- will we be able to receive both funding sources for meals?	Yes, LEAs will be able to receive both funding sources for meals! The Track 1 funds to reimburse procurement of new and whole or minimally processed California grown or produced foods will be in addition to the funds LEAs already receive through NSLP.	1/7/21
	[Track 1] Are these funds intended to be spent outside of regular produce bids as micropurchasing, or should we set up new vendor contracts to use these funds- what is the requirement/definition of "local food" -	We decided not to define the term "local" in the final RFA, and to leave this definition up to LEAs. Rather than requiring "local" food procurement, we gave a more general parameter that the food must be California grown or produced. The food must also be new (i.e., items that your LEA does not currently purchase) and whole or minimally processed, whether from new or existing vendors. Beyond that, you can use the Track 1 procurement funds as you see fit, as long as you are following USDA procurement regulations!	1/7/21

	within 250 miles, within state of CA, etc.?		
	[Track 1] What is the maximum one could be eligible for?	<p>For Track 1, the CA Farm to School Innovation Grant, the maximum grant award is \$500,000.</p> <p>If you decide to apply, then when you fill out the online application, the submission portal will ask you to input the Number of National School Lunch Program meals your LEA served during the 2018-19 school year (make sure to include the correct number of zeros, as this will make a big difference!). The portal will then automatically use the appropriate formula (based on your LEA's student enrollment) to calculate the grant award amount your LEA is eligible to receive.</p> <p>If the outcome of this formula says you are eligible to receive more than \$500,000, then the maximum grant award amount you can request is \$500,000.</p> <p>Please note that under the Funding and Duration section of the RFA, it says that CDFA reserves the right to offer an award amount less than the award requested.</p>	1/7/21
	[Track 1] Based on the funding formula, we only qualify for \$53k. Can we still request the maximum \$500k?	Unfortunately, no. Applicants cannot request more than they are eligible to receive, which is calculated via the funding formula. (The one exception is for small LEAs whose funding formula yields less than the \$20k minimum, in which case they can apply for \$20k). The \$500k maximum primarily applies to large LEAs whose funding formula yields more than \$500k, in which case they can only apply for \$500k.	2/4/21
	<p>[Track 1] To confirm- procurement \$ must go towards new CA-grown foods that aren't currently being served in cafeteria?</p> <p>[Track 1] Do the foods have to be completely new? Due to the high cost of</p>	<p>Correct, Track 1 procurement funds will reimburse <i>new</i> and whole or minimally processed California grown or produced foods that are <i>not currently</i> being served in the LEA's cafeterias. The intent behind this requirement is to help expand the number of products LEAs may already be purchasing from California.</p> <p>Although the foods do have to be completely new to your LEA (i.e., products the LEA is not currently purchasing and serving in school meals), we</p>	<p>1/14/21</p> <p>2/4/21</p>

	<p>our Harvest of the Month (HOTM) produce items, we are only able to offer them once a week in whole or cut form, and not in any other capacity. Could we use these grant funds to purchase more of the HOTM items so that we can work with our high school culinary students to create a new composed salad recipe that includes the HOTM, and then feature this salad on the high school menus, in addition to offering the HOTM weekly in whole/cut form?</p>	<p>encourage LEAs to look deeper into product varieties. Track 1 procurement funds will reimburse <i>new product varieties</i>, in order to help LEAs celebrate and increase understanding of the diversity of various products. For example, if a school district is currently purchasing Fuyu persimmons to feature weekly in school meals as a HOTM, and they find a new variety of persimmon to purchase for incorporation into a dish like a composed salad, this new variety of persimmon would be considered an allowable cost. However, purchasing more Fuyu persimmons (the same product variety the district is currently purchasing) would <i>not</i> be an allowable cost.</p>	
	<p>[Both Tracks] Can projects be shorter than the 1 year and 10 month grant term mentioned in the RFA?</p>	<p>Yes. The maximum grant term for both tracks is 1 year and 10 months, from June 1, 2021 to March 31, 2023. Applicants' grant projects and budget timelines can start and end anytime within this time frame.</p>	<p>1/14/21</p>
	<p>[Track 1] Is it possible to use greater than 30% of the total grant award on farm to school education?</p>	<p>Yes, for Track 1, <i>at least</i> 30% of the total grant award must be used to integrate farm to school education and procurement programs. LEAs can use more than 30% of the total grant award for educational integration if they so choose.</p>	<p>1/14/21</p>
	<p>[Track 1] Can you please elaborate on the "up to 70% procurement" portion of the grant and further explain what you're looking for?</p>	<p>For Track 1, at least 30% of the grant award total must be used to integrate farm to school education and procurement programs. And up to 70% of the grant award total can be used to reimburse procurement of new and whole or minimally processed California grown or produced foods. This means that applicants can apply to use more than 30% of the grant award for farm to school educational integration if they so choose, and less than 70% of the grant award for procurement, but the maximum amount applicants can apply to use for procurement is 70%. Beyond that, the only parameters for the procurement piece, in order to be eligible for reimbursement through this grant program, are that the products you purchase should be integrated into your school meal program and must be <i>new</i> (i.e., products you are not currently purchasing), <i>whole</i> or <i>minimally</i> processed (see pages 2-3 of the RFA for the minimally processed parameters), and <i>California</i> grown or produced. And you must follow USDA procurement regulations. Beyond that, you can use the procurement funds as you see fit – to purchase from new or existing</p>	<p>1/21/21</p>

		vendors, to purchase from school gardens or school farms, to purchase through distributors or directly from producers, etc.	
	[Track 2] Will projects in Track 2 potentially be funded at less than the full request and if so, will partners have an opportunity to adjust the project scope, timeline, etc.? How will amount funded be determined?	Yes, for both Track 1 and Track 2, CDFA reserves the right to offer an award amount less than the award requested. A primary priority that we will be keeping in mind when determining project award amounts will be community need. Applicants should seek to demonstrate in their application how each expense in their budget will be necessary and valuable to address community need. Applicants should also seek to ensure that all expenses in the budget are allowable (see pages 5-6 of the RFA) and within the project scope. If applicants are awarded an amount less than the amount requested, we will consider adjustments to the project scope on a case-by-case basis, as needed.	1/14/21
	[Both Tracks] Will advance payment be acceptable as long as we follow the guidelines in the RFA? Please let me know if there are additional guidelines for advance payment.	For Track 1, grant funds will only be distributed to grant recipients via reimbursement. For Track 2, however, advance payment is possible as long as grant recipients can follow the guidelines that are described on page 3 of the RFA. If you are applying to Track 2 and will require advance payment, there is a question in the application under the Budget section that says, "By default, grants will be paid through reimbursements. Will you be requiring advance payment instead?" Applicants can indicate their preference here, and if you are awarded a grant, CDFA will work with you to determine if you are eligible for advance payment and if so, to move forward with the advance payment process.	1/28/21
Eligibility and Exclusions	[Both Tracks] What does and does not qualify as an LEA?	<p>A Local Education Agency (LEA) is defined on page 4 of the RFA as, "a public board of education or other public authority legally constituted within a State for either administrative control or direction of, or to perform a service function for, public elementary schools or secondary schools in a city, county, township, school district, or other political subdivision of a state, or for a combination of school districts or counties that is recognized in a state as an administrative agency for its public elementary schools or secondary schools."</p> <p>Examples of LEAs: a public school district or a county office of education. [UPDATE: Charter schools are also considered LEAs if their chartering authority/authorizing LEA is the State Board of Education (rather than a school district or county office of education) and if they receive funding directly from the state (rather than locally from a school district or county</p>	1/14/21 (Updated 2/4/21)

		<p>office).] Please note that for LEAs to be eligible for Track 1 or Track 2 grants, they must be located within California. UPDATE: Additionally, for Track 1 grants only, LEAs must operate the National School Lunch Program in order to be eligible.</p> <p>NOT Examples of LEAs: individual schools (with the exception of very small, rural school districts that are comprised of just one school), afterschool programs, Head Start, private foundations, nonprofits, UC Cooperative Extension, etc. Please note that while private foundations, nonprofits, and UC Cooperative Extension do not qualify as LEAs, they could be great regional farm to school partners for Track 2.</p>	
	<p>[Track 1] Could LEA refer to the Child Nutrition Director in a school district?</p>	<p>Your school district as a whole is an LEA, and anyone within the school district can submit the application to Track 1, on behalf of your district. For example, the Child Nutrition Director for a school district can submit the application. We then require that you submit Letters of Support from farm to school partners. We recommend that at least two letters of support (which is the minimum requirement) come from partners WITHIN your LEA (i.e., your school district) to demonstrate internal partnerships. For example, you could submit letters of support from administrators in other departments in your school district, educators in your school district, counselors in your school district, etc., depending on who the relevant partners are for your project.</p>	<p>1/14/21</p>
	<p>[Track 1] Does a School Food Authority qualify to apply for Track 1 funding?</p>	<p>Because a Local School Food Authority (LSFA) is different from a Local Education Agency (LEA), an LSFA only qualifies to apply for Track 1 funding if it is run by an LEA. For example, if an LSFA is run by a school district, then the school district that runs the LSFA is eligible to apply to Track 1, and anyone within the school district can submit the application (e.g., the director of the LSFA). Additionally, if an LSFA is run by one LEA and vends meals to multiple LEAs (e.g., an LSFA that is run by one school district and vends meals to multiple school districts), then the school district that runs the LSFA is eligible to apply to Track 1, and can include the other school districts that it vends meals to in its grant project. In this case, when entering the Number of National School Lunch Program meals served in 2018-19 into the funding formula for Track 1, the school district that runs the LSFA would include all meals that it served to its own school district, as well as all meals that it</p>	<p>1/14/21</p>

		vended to the other school districts. Then, the school district that runs the LSFA should include a letter of support from each school district that will be included in the funding formula and grant project.	
	[Track 2] Grant requires two LEA's, Please confirm a school can be one LEA and an Ag Foundation can be the second LEA?	Track 2 grants require a partnership consisting of at least two Local Education Agencies (LEAs) and at least one regional farm to school partner. School districts and county offices of education are both examples of LEAs. Please note that for LEAs to be eligible for Track 1 or Track 2 grants, they must be located within California and for Track 1 grants only, they must operate the National School Lunch Program [UPDATE]. Individual schools are not an example of an LEA (with the exception of very small, rural school districts that are comprised of just one school). Additionally, an Ag Foundation does not qualify as an LEA, but it could qualify as a regional farm to school partner. Examples of regional farm to school partners are defined on page 4 of the RFA, and include both nonprofit corporations and philanthropic organizations.	1/14/21 (Updated 2/4/21)
	[Track 2] Would the following two organizations qualify as LEAs for Track 2? The first would be the High School (we are in a joint unified with 1 elementary, 1 middle school and 1 High School) and the second would be the afterschool program here at the high school (this is run by the county).	In your case, the individual high school and the afterschool program at the high school would not qualify as LEAs. However, your Joint Unified School District that includes one elementary school, one middle school, and one high school would qualify as an LEA. You could apply to Track 2 on behalf of your entire school district, and would need to partner with at least one other LEA (i.e., school district) and at least one regional farm to school partner. It sounds like perhaps the county agency that runs the afterschool program at your high school could be a regional farm to school partner. In the Project Description section of the application, please describe which schools within your school district the proposed project will serve, and how.	1/14/21
	[Track 2] Could our school district be 1 LEA and the ROP program from the county that we work with be the second LEA? Our regional farm to school partner would be the after school program. We want to grow fruits and vegetables [on the school farm] that the afterschool program would then use in their culinary program.	Your school district is definitely 1 LEA. It looks like the xxx County Regional Occupational Program (ROP) is a program within the county office of education that offers career technical education courses that are supplemental to what high school students who are enrolled in nearby school districts learn in their own schools. This would not qualify as an LEA because the ROP program is not administratively overseeing public elementary and secondary schools [UPDATE]. If you want to apply to Track 2, you would likely need to partner with another school district in xxx County or with the county office of education as a whole (not just the ROP program)	1/21/21 (Updated 2/4/21)

		[UPDATE], as well as a regional farm to school partner. Please note that if the basis of your project is to bridge the gap between your school district farm and the afterschool culinary program, it sounds like your project would be better suited for Track 1. Then you would not need to partner with a second LEA, and you would just need to tie in the school district food services department so that your project meets the Track 1 goal of integrating farm to school education and farm to school procurement programs (i.e., integrating educational activities like the school farm and culinary program with the food services department's procurement and utilization of California grown foods for school meals).	
	[Track 2] Could a UC Cooperative Extension be the LEA?	No, a UC Cooperative Extension does not qualify as an LEA, but it does qualify as a regional farm to school partner for Track 2.	1/14/21
	[Both Tracks] To clarify, an LEA would not be just the high school, but the high school, middle school and elementary school?	The composition of your LEA may vary depending on where you are located and your unique community. Typically, LEAs are school districts or county offices of education that consist of multiple schools. However, we recognize that some LEAs consist of just one school (e.g., very small, rural school districts) and that some LEAs consist of just one type of school (e.g., school districts comprised solely of high schools). No matter the makeup of your LEA, you will apply on behalf of your entire LEA.	1/14/21
	[Track 2] It says partnerships must include at least two LEAs. Would xxx Elementary and xxx High School work or does it have to be for example xxx School District partnering with a different xxx School District.	For Track 2, each LEA included in the partnership (at least two) must be the entire LEA (e.g., a school district). Individual schools do not qualify as LEAs (with the exception of very small, rural school districts that are comprised of just one school). Two schools within the same school district do not qualify as two separate LEAs. An example of a Track 2 partnership is at least two separate school districts and at least one regional farm to school partner.	1/14/21
	[Track 2] We have multiple school districts in one city. Can we include the high school district as our second LEA?	Yes, even if there are multiple school districts in one city, each school district qualifies as a separate LEA. A high school district qualifies as an LEA.	1/28/21
	[Track 2] Our primary LEA is xxx School District and we plan on requesting the 2nd LEA support letter from the xxx County Office of Education. Does this meet the requirements?	Yes, a public school district can be one LEA for your Track 2 grant application, and the County Office of Education can be your second LEA. Please note that in previous responses, we specified that LEAs must operate the National School Lunch Program (NSLP) to be eligible for Track 2. We apologize for this error. While LEAs must operate NSLP to be eligible for Track 1, they do not have to operate NSLP to be eligible for Track 2.	2/4/21

	[Both Tracks] Can California private schools apply?	No, private schools in California are not eligible to apply. However, we do offer other types of support to both public and private schools. Please email cafarmtofork@cdfa.ca.gov if you are a California private school looking for Farm to School connections, resources, and opportunities.	2/4/21
	[Track 1] Regarding our LEA's specific definition...our school district includes two schools and then provides fiscal oversight to four charter schools, each of which has its own board. Our Etrition software does not cover any of the charter schools. One charter school operates under our Local School Food Authority, but the others do their own food separately. The charter schools are essentially independent but can sign on for meals with us, much like a vended site. Are they part of our LEA for the purposes of this application?	For your specific LEA definition, we recommend that you include the two schools within your school district. If one of the charter schools operates under your Local School Food Authority (LSFA) and it makes sense to you to include this one charter school because you want to procure reimbursable California-grown food for the charter school through this grant program, we recommend that you include their site in your application. For example, you would include their site in your Funding Formula, LEA Data, and School Nutrition Data sections, as well as in your CA Procurement Baseline. However, if your Etrition software does not cover this charter school that operates under your LSFA and/or you would prefer not to include them in your application, this is fine too.	2/4/21
	[Track 2] We are a regional farm to school partner and are working with a large school district. Can we apply with just one LEA for Track 2 because the district is so large?	No. Track 2 applications must include at least two LEAs (i.e., at least two school districts) and at least one regional farm to school partner. If a regional farm to school partner and a single LEA want to work together but are not able to engage a second LEA in their partnership, then an alternative to applying to Track 2 as a group could be for the single LEA to apply to Track 1, and then include the regional farm to school partner as a subcontractor. In this case, the applicant will need to include the subcontractor(s) in the Farm to School Partners and Commitments section of the application, describe the role of the subcontractor in the Project Description section, and include subcontractor costs in the Budget. The subcontractor should also submit a letter of support.	1/28/21
	[Track 2] Can a Track 2 proposal be submitted by a group of school districts, with one of the districts acting as the lead district? Our collaborative of school districts does have a nonprofit fiscal	Track 2 applications must include at least two LEAs (e.g., at least two school districts) and at least one regional farm to school partner. A group of school districts can definitely collaborate to submit a Track 2 proposal, and one of the school districts can act as the lead applicant, but the group will also need to include at least one regional farm to school partner in the proposed project	1/28/21

	sponsor, but we'd prefer to keep the project within the districts if possible.	(under the Project Partners section of the online grant application), and include a letter of commitment from this partner. This is because one of the primary goals of Track 2 is to enhance collaboration and coordination between regional farm to school partners such as producers and schools/LEAs.	
	[Both Tracks] If an LEA applies, would they be expected to use the funding for every school in their district or could it be utilized for one or a small number of schools?	For both tracks, LEAs should seek to use the grant funding to serve as much of the LEA as possible and in a way that best serves your community's needs. However, if using the funding for a small number of schools is important for you to pilot a program or fill a current gap in your LEA's programming, that is allowable. Please note that in any of these cases, it is very important that you have buy-in and support within your LEA (for Track 1) and from regional partners (for Track 2).	1/14/21
	[Both Tracks] Can a school district apply for two schools separately?	LEAs (e.g., school districts) that are applying to either Track 1 or Track 2 will be applying for the grant on behalf of the entire LEA. LEAs are limited to one application in each grant track, and should not submit multiple applications to Track 1 on behalf of individual schools within the LEA. LEAs should also not submit multiple applications to Track 2 on behalf of individual schools within the LEA. Rather, LEAs should submit one application for Track 1 and/or one application for Track 2 and include as much of the LEA in the project as possible and as needed.	1/14/21
	[Track 2] Can LEA's partner with for profit organizations or other private entities such as a for profit food hub or an edible communities publication?	Yes, LEAs can partner with for-profit organizations or other private entities for Track 2 grants.	1/7/21
	[Track 2] To confirm, the lead applicant can be a nonprofit and not the LEA, right?	Correct, for Track 2 any one of the entities in the partnership can serve as the lead applicant, be it an LEA or a regional farm to school partner such as a nonprofit.	1/14/21
	[Track 2] We are a Community Action Agency that serves three counties under a joint powers agreement. Can we as the applicant meet the "regional partner" requirement?	Yes, a community action agency is an eligible regional farm to school partner for the Track 2 grant. Any one of the entities in a Track 2 partnership can serve as the lead applicant, so a community action agency can be both the regional farm to school partner and the lead applicant for a Track 2 application.	2/4/21

	[Both Tracks] Are we allowed to apply for both the individual district grant and the regional partnership grant?	Yes, LEAs are allowed to apply for both Track 1 and Track 2 grants, but are limited to one application in each funding track (i.e., two applications total).	1/7/21
	[Track 2] Can any one LEA be a partner on two different Track 2 Grants submitted by separate organizations?	<p>No. All applicants are limited to one application in each funding track (see page 4 of the RFA under Eligibility and Exclusions). This means that an LEA can only be involved in one Track 2 grant application, whether as a lead applicant or a project partner. An LEA cannot be a partner in a second Track 2 grant application, but they are able to submit a Track 1 application if desired, in addition to the one Track 2 application they are a part of.</p> <p>Four reasons for limiting applicants to one application in Track 2 were to:</p> <ol style="list-style-type: none"> 1) Reduce regional duplication of efforts and increase regional collaboration; 2) Focus projects in communities of greatest need; 3) Equitably distribute funding to a wider variety of LEAs and regional farm to school partners throughout the state that demonstrate high community need and serve diverse communities in different regions of the state; and 4) Simplify scoring. 	1/28/21
	[Track 2] For Track 2, are regional partners allowed to both be a lead applicant on a grant application and be either subcontractors or partners on a second application?	No. All applicants are limited to one application in each funding track.	1/28/21
	[Track 2] Can a regional farm to school partner apply for two separate Track 2 grants that will benefit two different regions? (each with their respective 2 LEAs' commitment)?	No. All applicants are limited to one application in each funding track.	2/4/21
	[Track 1] Can a regional farm to school partner that is applying to Track 2 also write a letter of support for a school district that is applying to Track 1?	Yes, regional farm to school partners that are applying to Track 2 can also write letters of support for LEAs/school districts that are applying to Track 1. While regional farm to school partners are limited to being a part of one Track 2 application (whether as lead applicant or as a project partner writing a letter of commitment), and LEAs are limited to being a part of one Track 1	2/11/21

		application and one Track 2 application, there is no limitation on how many letters of support regional farm to school partners can write for LEAs' Track 1 applications.	
	[Both Tracks] What is likelihood of being funded for both tracks, or can we specify which track we prefer if we can only be funded for one?	We cannot determine the likelihood of applicants being funded for both tracks until we know the quantity of applications we receive and how well each application aligns with the Scorecard. Please note that both Track 1 and Track 2 are competitive grant programs; we recommend reviewing the Scorecard (pages 9-10 of the RFA) for each funding track closely throughout the application process. Each application we receive will be scored individually, first in an initial administrative review to determine whether all application requirements have been met, and then in an external technical review according to the Scorecard.	1/14/21
	[Both Tracks] Can school districts that are applying in track 1 still be included in regional projects under track 2? Would that affect the competitiveness of either?	Yes, LEAs that apply to Track 1 can be included in regional partnerships that apply to Track 2 (either as the lead applicant or as a member of the partnership). This will not affect the competitiveness of either grant application, as each application we receive will be scored individually according to the Scorecard. We encourage applicants to apply to both tracks if that fits your community's needs.	1/14/21
	[Both Tracks] If three different LEAs from our county apply for Track 1, or multiple regional partnerships from our county apply for Track 2, what is the likelihood that you would fund all of them? Or will you choose one grant for each county?	This is hard for us to say until we receive all of the applications. Our goal is to fund LEAs and regional partnerships in regions throughout California. Our hope with Track 2 is that it will offer LEAs and farm to school partners within the same county or neighboring counties an opportunity to collaborate.	1/14/21
	[Both Tracks] Are we still eligible to apply for and receive this Incubator Grant if we are also applying for the federal farm to school grant, for which the application is due 1/8/21?	Yes!	1/7/21
	[Both Tracks] How much programming do we need in place already to show fidelity to the mission of the grant?	For Track 1 , LEAs with or without existing farm to school programming are eligible to apply. The main requirement is for LEAs to demonstrate evidence of established or committed partnerships within the LEA between educators, school nutrition teams, counselors, administration, or other departments.	1/14/21

	<p>[Both Tracks] We have participated in the Fresh Fruit and Vegetable Program in the past and work with local farms throughout the year. I am unclear as to what an "existing Farm to School Program" is. Does it need to be a formal program, or will we be eligible?</p>	<p>When scoring Track 1 applications, we will look for this evidence in the Farm to School Partners and Commitments section, as well as in letters of commitment and support. If an LEA already has existing farm to school programming (be it informal or formal), we invite you to describe the history of your farm to school programming in the application, as well as successes and challenges, so that we can better understand your baseline. For Track 2, applicants must be able to demonstrate BOTH established or committed partnerships between LEAs and regional farm to school partners, AND evidence of existing farm to school programming. This is because the purpose of Track 2 is to expand existing initiatives and increase collaboration and coordination between partners. However, we do not have a requirement as to how much farm to school programming Track 2 applicants must already have in place, or how formal that programming must be. When scoring Track 2 applications, we will look for evidence of partnerships in letters of commitment, and we will look for evidence of existing farm to school programming (be it informal or formal) in the Description of Farm to School History and Programming section.</p>	
	<p>[Track 2] As a food rescue program, would we have to have a pre-existing relationship with a farmer or food producer to participate? Or would the names of some partners that have been predetermined by your office be provided to us?</p>	<p>The intended purpose of Track 2 is to <i>“expand existing farm to school initiatives and increase collaboration and coordination between producers and the schools they serve.”</i> As you can see in the Scorecard on page 9 of the RFA, applicants to Track 2 will need to be able to demonstrate <i>“established or committed partnerships between LEAs and regional farm to school partners,” and an “existing farm to school program that procures California grown or produced food, connects classroom and cafeteria, and/or delivers experiential learning opportunities in gardens or other programs.”</i> In the application, you need to be able to demonstrate (through letters of commitment) that you have established committed partnerships with the LEAs and any other regional partners (e.g., farmers or food producers) that are included in your partnership. Evidence of pre-existing relationships can help to demonstrate the strength of your partnerships. You also need to be able to demonstrate in your application that among the partners in your partnership, there is existing farm to school programming that you will be building upon. There is no requirement as to how extensive or formal this existing programming must be.</p>	<p>1/21/21</p>

		<p>CDFA does not have a list of names of predetermined partners for Track 2. On page 4 of the RFA, we have outlined the types of partners that are eligible, but beyond that, we leave it up to applicants to tell us who you want in your partnership and why. If you need assistance connecting with LEAs or other partners, please let us know (cafarmtofork@cdfa.ca.gov), and we can support you in your outreach.</p>	
	<p>[Track 2] As the regional partner to the LEA's, what would our primary responsibilities be in track 2? Delivery of food? Storage?</p>	<p>As the regional farm to school partner in a Track 2 partnership, there is no specified responsibility that CDFA requires you to fulfill. Rather, we leave it up to applicants to tell us in your application what each project partner's responsibilities will be. Lead applicants should include this information in the Project Description section of the application, and all other project partners should include a description of how they will support the project in Letters of Commitment. Our primary expectation is that each project partner's responsibilities should contribute to the overarching purpose of Track 2 to increase LEAs' procurement of California produced foods, increase sustainability, improve student engagement, and enhance collaboration between regional farm to school partners. If delivery of food and/or storage are the responsibilities that you and your partners agree you should take on as the regional farm to school partner, and those responsibilities will support the goals of Track 2, then absolutely include that in your application.</p>	1/21/21
<p>Reporting</p>	<p>[Both Tracks] What are the reporting requirements?</p>	<p>The reporting requirements for each funding track are defined on pages 4 -5 of the RFA. For Track 1, the reporting requirements are: (1) monthly invoices detailing procurement costs and all other allowable costs to be reimbursed; (2) quarterly reports summarizing project progress, challenges, and successes; (3) annual data reports about California food procurement practices for the duration of the grant term and the following year; and (4) a final interview after the grant term ends to discuss successes and challenges. For Track 2, the reporting requirements are: (1) regular invoices detailing spending to be reimbursed OR regular invoices in accordance with advance payment regulations; (2) quarterly reports summarizing project progress, challenges, and successes; and (3) a final interview after the grant term ends to discuss successes and challenges.</p>	1/14/21

Allowable and Unallowable Costs	[Both Tracks] Can we spend these funds to pay a farm for distribution costs? The small farms we buy from say that the biggest obstacle is distribution- can we use these funds to pay for a delivery driver, truck, etc.?	<p>UPDATE: For Track 2, grant funds can cover investments into the distribution supply chain (e.g., delivery trucks, delivery drivers, coolers, warehousing, packing equipment, harvesting and washing equipment, and personal protective equipment) that may reduce long term costs of distribution. Please note that any investment, especially an investment in labor (i.e., delivery drivers) should be acknowledged in the Project Sustainability section of the application to ensure that the project can continue beyond the duration of the grant term.</p> <p>For Track 1, LEAs can use up to 10% of grant funds to pay for kitchen infrastructure to support utilization of California grown or produced food products in school nutrition programs. Vehicles that aid in the delivery/distribution of the CA grown or produced foods that LEAs procure is an allowable expense within this “kitchen infrastructure” category. Please note that applicants can request to use more than 10% of grant funds for kitchen infrastructure (up to 20%) by including a detailed and justified reasoning in the budget section of the application. While 10-20% of grant funds may not be enough to cover the complete cost of a vehicle, it can help pay for a portion of the purchase.</p>	1/7/21 (Updated 1/14/21)
	[Track 1] Can funds be used to purchase produce grown at the schools' own garden?	Yes, LEAs that receive Track 1 funds can be reimbursed for procuring produce grown at the schools’ own garden and integrating this produce into school meals, as long as school gardens follow best practices for promoting food safety .	1/7/21
	[Track 1] Can the school district food services department get reimbursed for buying crops like squash and strawberries that students in the Ag Department grow on the school farm?	Yes, through Track 1 of the grant, the school district food services department can get reimbursed for buying student-grown school garden or school farm crops like squash and strawberries to incorporate into school meals. Please note that the crops must be whole or minimally processed, and they must be new (i.e., crops the food services department is not already purchasing for school meals).* Students and teachers that are raising these crops should follow best practices for promoting food safety . School food service departments that are procuring and utilizing the crops should follow these food safety practices and USDA procurement regulations.	2/11/21

		*Please note that if the food services department is already purchasing one product variety of strawberries, then a <i>different product variety</i> of strawberries would be considered new; additionally, if the food services department is already purchasing conventional strawberries of one variety, then <i>organic</i> strawberries of that same variety (as well as organic strawberries of a different variety) would be considered new.	
	[Track 1] Would this grant allow for our school district Ag Department’s farm to raise pigs with students and then sell the meat to the cafeteria for use in school meals? (we also need clarification on how the minimal processing definition in the RFA would apply to this meat)	Yes, through Track 1 of the grant, the school district food services department can get reimbursed for buying the meat of the Ag Department’s student-raised animals to incorporate into school meals. Additionally, the Ag Department can get reimbursed directly through this grant for costs related to integrating farm to school education with the district procurement program. Minimally processed means that the school district food services department can purchase meat that the Ag Department has slightly processed to make it edible (e.g., by smoking or roasting the meat), to preserve it (e.g., by freezing the meat), to make it safe for human consumption, or to separate it into component parts (e.g., by cutting or grinding the meat). School food service departments should follow USDA procurement regulations and prioritize food safety when procuring products from the Ag Department.	2/11/21
	[Track 1] If the school district food services department purchases crops from the Ag Department for the school meal program, does the Ag Department get to keep this money so that they can reinvest in producing more crops, irrigation systems, water and soil testing kits, etc.?	Yes, through Track 1 of the grant, the school food services department can purchase new and whole or minimally processed California grown/produced food for the school meal program from food producers (e.g., the district Ag Department), food producers (e.g., the district Ag Department) can keep this money, and CDFA will reimburse the school food services department for those purchases. The Ag Department can then use the money they received from the food services department as they wish (e.g., to reinvest in producing more crops, irrigation systems, water and soil testing kits, etc.).	2/11/21
	[Track 1] The RFA states that up to 70% of the grant award total can be used to reimburse procurement of new CA grown foods. Can you please define what “new” means and scenarios of foods that would be considered “new?” For example; we currently purchase CA	By “new,” we mean any whole or minimally processed California grown or produced products that your LEA does not currently purchase. In the example you provided, there is a two-part answer: (1) You state that you already purchase California produced oranges through your produce distributor. Therefore, oranges of the same variety would not be an allowable expense because they are not a “new” product for the LEA.	1/14/21

	grown oranges through our produce distributor, but we would like to purchase oranges from a local farm in our county. Would these county-grown oranges be considered a “new” crop in this scenario?	(2) However, we encourage LEAs to look deeper into product varieties and offerings available from distributors and local producers. For example, if you are currently procuring Navel oranges from your produce distributor, and you found a local producer within your county who grows Cara Cara oranges, then you would be procuring a new type of orange, and it would be considered an allowable cost.	
	[Both Tracks] If our school district already bought conventional cucumbers for school meals, and we use the grant to purchase organic cucumbers, would that be an allowable purchase?	<p>For Track 1, grant funds will reimburse new and whole or minimally processed California grown or produced products for utilization in school meals. By “new” we mean products that your LEA does not currently purchase for school meals. For your question, if you already purchase conventional cucumbers for utilization in school meals, then conventional cucumbers of the same variety (i.e., conventional English cucumbers) would be an <i>unallowable</i> expense, but organic cucumbers of the same variety (i.e., organic English cucumbers) would be an <i>allowable</i> expense, and conventional or organic cucumbers of a different variety (i.e., conventional or organic Persian cucumbers) would also be an <i>allowable</i> expense.</p> <p>For Track 2, grant funds can be used to purchase whole or minimally processed California grown or produced products for student engagement activities and for enhancing regional collaboration (but <i>not</i> for school meals). The products do not have to be <i>new</i> for this Track (i.e., products the LEA is not already purchasing for school meals), because the products cannot be used for school meals.</p>	2/4/21
	[Track 1] If we previously served oranges, but they were not California grown, would this be considered a "new" item if we serve oranges that are California Grown? Also, if we served spinach 1-2 times in 2018-19, but stopped in 2019-20 and 2020-21, would this be considered a "new" item if we serve it during the grant period?	By “new,” we mean any whole or minimally processed <i>California</i> grown or produced products that your LEA does not <i>currently</i> purchase. So yes, if your LEA previously served <i>non-California</i> grown oranges, then <i>California</i> grown oranges are an allowable cost for Track 1. Additionally, if your LEA served California grown spinach in 2018-19, but does not <i>currently</i> purchase/serve California grown spinach, then California grown spinach would be considered “new” to your LEA and is an allowable cost.	2/11/21
	[Both Tracks] Will the grant pay for garden beds, tools and supplies?	Yes, garden beds, tools, and supplies are allowable costs for both funding tracks. For Track 1 , at least 30% of the total grant award must be used for	1/14/21

		integration of farm to school education and procurement programs. School garden beds, tools, and supplies are an allowable cost if their utilization will support the integration of farm to school education and procurement programs. Additionally, up to 10% of the total grant award for Track 1 can be used for kitchen infrastructure costs, and school garden equipment could fit within this category if, for example, your LEA will be procuring school garden produce to integrate into the school meal program. For Track 2 , projects must enhance collaboration and coordination between regional farm to school partners and LEAs, increase procurement of new and whole or minimally processed CA grown or produced foods, and improve student engagement. School garden beds, tools, and supplies are an allowable cost if their utilization will support these goals.	
	[Track 1] In unallowable costs, I read milk and bread- is there anything else or any other activities that are not allowed?	Correct, for Track 1, fluid milk and fluid milk substitutes, as well as bread, are unallowable costs. Beyond that, the parameter for procurement costs is just that the products must be new and whole or minimally processed and California grown or produced. See pages 2-3 of the RFA for the USDA's definition of minimally processed products. Please note that the cap on indirect costs is 10%, and that any costs outside of the project scope are unallowable. Applicants will describe their project scope in the Project Description section of the application.	1/14/21
	[Track 1] Can the funds support other school meal programs like Breakfast in the Classroom, Seamless Summer Option, etc. not just food for the National School Lunch Program?	Yes, as long as this is incorporated into your Project Description and Budget.	1/14/21
	[Both Tracks] Many agriculture crops must be planted prior to June 1, 2021 (which is when the grant term starts); will those planting costs be available for reimbursement?	For Track 1 , grant funds cannot be used to reimburse farmers/food producers for planting costs alone. However, we recognize that these costs play an important role in farm to school success. LEAs that are awarded Track 1 grants will receive funding specifically to cover the costs of whole or minimally processed California grown or produced food procurement. LEAs will need to follow USDA procurement regulations to ensure pricing and food safety practices are followed. It is up to the food producer and LEAs to work together to find pricing that covers costs for producers while staying competitive in the school food marketplace. We encourage LEAs and food	1/14/21 (Updated 1/28/21)

		<p>producers to have open conversations around these topics. UPDATE: For Track 1 and Track 2, there is an opportunity to hire staff who coordinate educational experiences in agricultural spaces like farms and school gardens. If this staff member needed to spend time planting with students for experiential learning or needed to spend time planting in preparation for an upcoming visit from students, then their time planting and associated planting costs would be considered allowable costs. However, the time spent planting and planting costs must occur during the grant term. UPDATE: Additionally, for Track 2, farm/food producer labor (e.g., for time spent planting during the grant term) is an allowable cost as long as the regional farm to school partnership that is applying to Track 2 identifies this cost as a key factor for expanding the Farm to School initiative and increasing collaboration and coordination between regional farm to school partners (e.g., farmers/food producers) and schools. Please note that any investment, especially an investment in labor (i.e., farm labor) should be acknowledged in the Project Sustainability section of the application to ensure that the project can continue beyond the duration of the grant term.</p>	
	<p>[Track 1] I understand that CDFA will process monthly invoices to reimburse purchases like kitchen equipment, so if we want to get reimbursed for costs related to prepping the greenhouse for Spring 2021 crops, would we submit invoices for that as well?</p>	<p>The grant will only reimburse purchases that grantees make during the grant term (between June 1, 2021 and March 31, 2023). This grant is not able to reimburse greenhouse costs or kitchen equipment costs that occur before the start of the grant term. The grant can only reimburse allowable costs that occur during the grant term. Allowable costs include: up to 10% of the total grant award for kitchen infrastructure to support utilization of California grown or produced food products in school nutrition programs; and at least 30% of the total grant award for integrating farm to school education and procurement programs. Depending on how your greenhouse will be used, greenhouse costs that occur during the grant term could be categorized under kitchen infrastructure or educational integration. Once the grant term starts, grantees will submit monthly invoices to CDFA detailing all allowable costs to be reimbursed.</p>	<p>2/11/21</p>
	<p>[Both Tracks] Are subcontractors allowed? Will they need detailed line item budgets?</p>	<p>Yes, subcontractors are an allowable cost for both tracks. Applicants will need to include subcontractors in the Farm to School Partners and Commitments section of the application (for Track 1) and the Project Partners section of the application (for Track 2), describe the role of the subcontractor in the Project</p>	<p>1/14/21 (Updated 1/28/21)</p>

		Description section, and include subcontractor costs in the Budget. UPDATE: Additionally, Track 1 subcontractors should submit a letter of support and Track 2 subcontractors should submit a letter of commitment.	
	[Track 1] We want to use our funding to help develop the school district farm so that when students return to school, we will be able to accommodate a vast variety of agriculture instructional opportunities for our students. Are the following items allowable costs: (1) expanding our avocado, Navel orange, Cara Cara orange, pomegranate, mandarin, and apple orchards; (2) adding a vineyard; (3) upgrading our irrigation system; (4) developing a California Garden; (5) purchasing farm supplies, tools, and equipment for students to use; (6) purchasing large equipment for students to learn to use; (7) purchasing instructional supplies and equipment to use for student led field trips with K-8 th grade students; (8) installing a greenhouse; (9) installing a shade house; (10) developing an apiary; (11) developing a growing area for plant projects; and (12) an instructional barn for indoor presentations. These new developments will help students learn about nutrition, farm management, agriculture business, field to fork (providing what they grow to the district meal program), etc.	Yes, all of the costs listed in this question are allowable costs for Track 1. At least 30% of the total grant award for Track 1 must be used for integration of farm to school education and procurement programs. Since the costs listed in this question will help to connect agriculture education with the school district’s meal program, the costs would be categorized under “educational integration” in the Track 1 budget. To see a complete list of allowable costs for Track 1, please see pages 5 to 6 of the RFA.	1/14/21
	[Both Tracks] Can this grant be used to give stipends to students?	For Track 1 , using grant funds to give stipends to students is allowable if it falls under the educational integration portion of your grant project. Please	1/21/21

		<p>note that at least 30% of the total grant award for Track 1 must be used to integrate farm to school education and farm to school procurement programs. Farm to school education refers to things like school gardens, school farms, hands-on culinary education, nutrition education, agricultural education/experiences, Harvest of the Month taste tests, farm field trips, etc. Farm to school procurement refers to school districts purchasing California grown or produced whole or minimally processed foods and integrating these foods into school meals. Student stipends are allowable if they will help integrate farm to school education and procurement. For Track 2, using grant funds to give stipends to students is allowable if it falls under the student engagement component of your grant project. Please note that Track 2 projects should increase student engagement, school districts' procurement of California produced foods, and collaboration between regional farm to school partners. Student stipends are allowable if they will help support these goals. For example, starting a paid student internship program at a nearby farm from which the school districts in your partnership buy produce for the school meal program. Please keep in mind that for both grant tracks, if you include student stipends in your project description and budget, it will be important to explain how this will be sustained beyond the duration of the grant term in the Project Sustainability section of the application.</p>	
	<p>[Track 2] Can you clarify if any of the funds in Track 2 can be spent on food in the following ways?</p> <ul style="list-style-type: none"> - To procure CA grown foods for school meals (as in Track 1) - For taste tests/tastings/nutrition education - For events/celebrations - To feed participants at an in-person training/meeting (assuming we can meet in person again one day!) 	<p>Using Track 2 funds to purchase food (from farms, other food producers, distributors, etc.) for taste tests/tastings/nutrition education, events/celebrations, and trainings/meetings is allowable if this will help your regional farm to school partnership to improve student engagement and enhance collaboration and coordination between regional farm to school partners and schools, which are two primary goals of Track 2. Please note that the foods purchased must follow the same parameters as Track 1 – they must be California grown or produced <i>and</i> whole or minimally processed (see pages 2-3 of the RFA for the minimally processed guidelines). Please keep in mind that for any costs and program components you include in your Project Description and Budget, it will be important to explain how these program components will be sustained or help contribute to project sustainability beyond the duration of the grant term in the Project Sustainability section of the application.</p>	<p>1/28/21</p>

	<p>[Track 2] Is procurement of local foods an allowable cost under Track 2? Can Track 2 funds be used to reimburse LEAs for procurement of produce? Does track 2 have the same restrictions around what foods to buy as Track 1?</p>	<p>However, using Track 2 funds to procure local/CA grown foods (from farms, other food producers, distributors, etc.) for <i>school meals</i> is not allowable. Please note that both tracks aim to increase procurement of new and whole or minimally processed California grown or produced foods, but in different ways. Track 1 aims to increase procurement by enabling LEAs to use up to 70% of grant funds for procurement of new and whole or minimally processed California grown or produced foods that will be utilized in school meals. By contrast, Track 2 aims to increase procurement by enabling recipients to use funds to invest in long-term strategies like infrastructure, transportation/distribution, etc. that will increase schools' ability to procure/utilize such foods and food producers' ability to provide such foods for years to come. LEAs that wish to use grant funds to procure food for school meals should consider applying to Track 1.</p>	
	<p>[Track 1] We purchase local produce through our Department of Defense produce vendor, using USDA entitlement dollars to make the purchases. Would these purchases be allowable under the Farm to School grant for reimbursement? Or are they not permissible because they are being purchased through our USDA entitlement dollars?</p>	<p>Yes, in Track 1, an LEA can be reimbursed for using USDA entitlement dollars to purchase produce through their Department of Defense produce vendor. Please keep in mind that in order for the produce to be eligible for reimbursement, it must be integrated into the school meal program and must be <i>new</i> (i.e., products the LEA does not already purchase for school meals), <i>whole or minimally processed</i> (see pages 2-3 of the RFA for the minimally processed guidelines), and <i>California</i> grown or produced.</p>	<p>1/28/21</p>
	<p>[Both Tracks] Can grant funds be used to go toward construction costs related to our school district's agriculture education complex? For example, if a structure costs \$xx to build, may we allocate a portion of the grant award that we will be applying for to go towards the construction of a building like a greenhouse or Farmers Market?</p>	<p>Allocating Track 1 or Track 2 funds toward construction costs related to an agriculture education complex (e.g., construction of a greenhouse or farmers market) is allowable under the following circumstances. For Track 1, at least 30% of the total grant award must be used for integration of farm to school education and procurement programs. Farm to school education includes agriculture education. Farm to school procurement refers to school districts purchasing California grown or produced whole or minimally processed foods and integrating these foods into school meals. So, if agriculture education construction costs will help to connect agriculture education with the school district's meal program (e.g., providing or selling food that students grow in</p>	<p>1/28/21</p>

		<p>the agriculture complex to the school district nutrition services department, collaborating with the school district nutrition services department on agriculture education efforts, etc.), then the costs are allowable and would be categorized under “educational integration” in the Track 1 budget. For Track 2, projects should expand existing farm to school initiatives, enhance collaboration and coordination between regional farm to school partners and schools, increase procurement of new and whole or minimally processed California grown or produced foods, and improve student engagement. If agriculture education construction costs will help meet these goals, then the costs are allowable.</p>	
	<p>[Both Tracks] We have partnered with another school district to bring our current Outdoor Plant Science Lab program to their district. In the budget may we allocate \$xx to them for the planning and infrastructure to build them an Outdoor Plant Science Lab and the rest be allocated to our program?</p>	<p>Yes. If you are applying to Track 1 and the project component you have described will help to integrate farm to school education and procurement programs, then you should include this partner school district in the Farm to School Partners and Commitments section of the application, ask them to write a letter of support, include a description of their role and how you will work together in the Project Description section, and include related costs your district will be allocating to them in the Budget section, under the educational integration category. If you are applying to Track 2, and the project component you have described will help to meet Track 2 goals, then your school district and your partner school district can form a partnership with at least one regional farm to school partner (see page 4 of the RFA for a list of types of eligible partners), and apply together. Your school district can act as lead applicant if desired. Then, your partner school district and regional farm to school partner(s) should each write a letter of support, and you and your partners should collaboratively agree upon what the Project Description is, what each of your roles are, and how the money will be allocated in the Budget section. If your project partners agree that the majority of the grant funds will be allocated to your school district and if your project as a whole meets the goals of Track 2 (i.e., expanding existing farm to school initiatives, enhancing collaboration and coordination between regional farm to school partners and schools, increasing procurement of new and whole or minimally processed California grown or produced foods, and improving student engagement), then this is allowable.</p>	<p>1/28/21</p>

	<p>[Track 1] Can one LEA that is applying to Track 1 request funding to procure foods both for its own school meal program and also for another LEA's school meal program?</p>	<p>For Track 1, LEAs that receive a grant should use procurement funds to procure food for their own LEA's school meals only. (The one exception is if the LEA is the School Food Authority for not just their own LEA but also for a neighboring LEA or nearby charter schools, meaning they already regularly vend/provide meals to the neighboring LEA or charter schools. In this case, the LEA that receives the grant could procure foods for these neighbors that are within their School Food Authority). However, if a neighboring LEA has its own School Food Authority and wants to use grant funds to procure food for their school meals, then they would need to apply to Track 1 separately.</p>	<p>2/11/21</p>
	<p>[Track 2] If we decide to apply in partnership with a farmer who grows the grains for the schools, and then work with a local miller to produce the flour and make the whole grain pasta, would all of these be allowable costs?</p>	<p>Track 2 projects should expand existing farm to school initiatives, enhance collaboration and coordination between regional farm to school partners and schools, increase procurement of new and whole or minimally processed California grown or produced foods, and improve student engagement. Allowable production costs include infrastructure costs (e.g., farm equipment and materials to grow/harvest/pack the grains, milling equipment and materials to produce the flour and whole grain pasta, kitchen equipment and materials in schools to prepare the whole grain pasta, etc.), transportation/distribution costs (e.g., delivery trucks, delivery drivers, etc. to transport and distribute the grains and pasta), project planning/coordination/facilitation costs (e.g., staff time to coordinate between the schools, farmer, and local miller), and travel costs that are directly related to the project. Farm/food producer labor is also an allowable cost as long as the regional farm to school partnership that is applying to Track 2 identifies this cost as a key factor for expanding the Farm to School initiative and increasing collaboration and coordination between regional farm to school partners (e.g., farmers/food producers) and schools. Please note that any investment, especially an investment in labor (i.e., farm labor) should be acknowledged in the Project Sustainability section of the application to ensure that the project can continue beyond the duration of the grant term.</p>	<p>1/28/21</p>
	<p>[Track 2] The RFA says that up to 10% of the total award can be used for indirect costs. We understand this as saying the other 90% is up to the grantee as long as</p>	<p>Correct, Track 2 allows up to 10% of the total award to be used for indirect costs, and allows 90% or more of the award to be used for costs like infrastructure, transportation/distribution, project coordination/facilitation, planning, and travel that is directly related to the project. Paying for staff time</p>	<p>1/28/21</p>

	it is in the budget. For example, would we be allowed to use a large portion of the funding for farm staff time, educators, and procurement equipment?	to plan/coordinate/facilitate on-farm programming, paying for farm/food producer labor, paying for educators to engage students in farm to school programming, and paying for procurement equipment and related infrastructure are all allowable costs under this 90% or more category. Please note that any investment, especially an investment in labor (i.e., farm labor) should be acknowledged in the Project Sustainability section of the application to ensure that the project can continue beyond the duration of the grant term.	
	[Track 1] Are costs associated with processing fresh produce items allowable within the 70% that is allowed for procurement? For example, if we wanted to bring in cantaloupe, could we use some grant funds for sending to a third-party processor to have pre-diced?	Yes, up to 10% of Track 1 grant funds can be used for labor costs associated with processing and procuring new California grown or produced food products. This can include on-site processing or third-party processing. Applicants have the option to request to use up to 20% of Track 1 grant funds for these labor costs by including a justified reasoning in the Budget section of the application, explaining what percentage of the award they hope to use for these costs and why.	2/4/21
	[Track 1] We know that 10% of the grant can be used for labor, but can part of the 30% that is designated toward educational integration go toward the cost of FoodCorps members or a Farm to School Specialist whose primary function is connecting the cafeteria to the classroom?	Yes. The 10% cap on labor for Track 1 specifically applies to labor costs associated with processing and procuring new California grown or produced food products. Staff time associated with managing and implementing the project is a separate allowable cost (with no cap), and you are correct that this staff time can be categorized under the 30% or more that is designated for educational integration. Paying for staff members like FoodCorps or a Farm to School Specialist who are managing and implementing the project are allowable staff time costs.	2/4/21
	[Track 1] Is there a limit on the percentage of funds that can be used for salaries or positions?	No. Staff time associated with managing and implementing the project is an allowable cost for Track 1, and there is no cap on how much of the total grant award can be used for this purpose. Please note that there <i>is</i> a 10% cap on labor costs associated with processing and procuring new California grown or produced food products.	2/4/21
Grant Application	[Both Tracks] Who do we contact about WizeHive questions?	For any questions about the WizeHive system (i.e., the online grant application portals), please contact the CDFA Office of Farm to Fork at cafarmtofork@cdfa.ca.gov .	1/14/21

	<p>[Both Tracks] The application says “bullet points encouraged” throughout, but when I try to copy and paste text with bullet points into the WizeHive application text boxes, they don’t quite copy. Do you have a recommendation for formatting?</p>	<p>Unfortunately, when copying and pasting text from a document into the WizeHive application text boxes, exact formatting may not transfer. For example, when I try to copy and paste this text into WizeHive:</p> <ul style="list-style-type: none"> • Farm to School • Farm to School <ul style="list-style-type: none"> ○ Farm to School <p>...it ends up looking like this:</p> <ul style="list-style-type: none"> • Farm to School • Farm to School ○ Farm to School <p>You can get creative and manually space out the sub-bullet points that didn’t quite copy, use hyphens instead, etc.</p>	<p>2/4/21</p>
	<p>[Both Tracks] I noticed that when I send request emails for letters of commitment through WizeHive, the times sent are marked in EST. Will the Wizehive application system accommodate the deadline time on February 16th for 5pm PST?</p>	<p>Yes, applicants will be able to submit applications through the Wizehive application system up until the deadline time on February 16th at 5pm PST. The reason why the times appear in EST in the WizeHive system is because the company that builds this system is based on the East Coast. So in the system, we set the application deadline as February 16th at 5pm PST / 8pm EST.</p>	<p>2/11/21</p>
	<p>[Track 1] As a contractor (rather than an employee) to our LEA, can I submit the application we have been collaborating on through my own WizeHive account, or does it have to come from someone within the LEA?</p>	<p>Yes, as a contractor to the LEA, you can submit the application on behalf of your LEA team. We recommend that you then include letters of support from those within the LEA with whom you have been collaborating for this application.</p>	<p>2/11/21</p>
	<p>[Both Tracks] I'm collaborating on a grant application with xxx. I'm the grant writing lead and would like to add them as co-grant writers to fill out applicable sections. Could you please walk me through how to do this?</p>	<p>Unfortunately, the WizeHive system itself does not support team login for collaboration on a single application. Generally speaking, we recommend that the applicant lead works with the co-grant application writers outside of the system to gather any necessary information, and then that the applicant lead enters all information into the portal and submits.</p>	<p>1/28/21</p>
	<p>[Both Tracks] Will applicants be notified when partners submit their letters through the online portal?</p>	<p>Unfortunately, at this time the WizeHive system will not notify applicants when partners submit their letters through the online portal. Applicants should manually check the letter of support/commitment section of their</p>	<p>1/14/21</p>

		application frequently to see if partners have submitted their letter yet. Once partners have submitted their letter, applicants will be able to see that the request has been “Completed.” If applicants see that their partners have not yet completed the request, it is possible for applicants to send email reminders to partners through the portal.	
	[Both Tracks] Do we need the letters of support/commitment included in the application on or by February 16 th ? How are letters of support uploaded?	Yes, the letters of support/commitment should be included when you submit your application by the application deadline (February 16 th by 5pm PT). Applicants should send requests for these letters to their partners through the online application portal. [UPDATE: To send a letter request, navigate to the Application Intake page within the portal, click “Open” next to the Letter of Support or Letter of Commitment section, and then click the green button that says “+New Request.” Applicants can then enter the name and email of the partner they hope will write a letter; applicants will also see a preview of the email that partners will receive, and applicants can add their own personalized note if desired. Once applicants send this request through the portal, partners will then receive an email with instructions and a link where they can upload their letter.] Applicants can manually check the letter of support/commitment section of their application to see if partners have uploaded their letter yet. Once a partner has uploaded their letter, applicants will be able to see that the request has been “Completed.” If applicants see that partners have not yet completed the request, it is possible for applicants to send email reminders to partners through the portal. Once all partners have uploaded their letters, the letter of support/commitment section of the application will say “Complete.” Applicants will not be able to submit the grant application through the online portal until the letter of support/commitment section of the application says “Complete.”	1/28/21 (Updated 2/4/21)
	[Both Tracks] Who within an LEA qualifies to write and sign a letter of commitment? (For example, what positions within the district qualify? Can it be anyone in the district?)	For both tracks, we hope that superintendents (or equivalent) will be able to sign the LEA letters of commitment to show their support for and commitment to the project. However, if this is not possible, we will accept LEA letters of commitment that are signed by other types of LEA administrators/leadership! The higher up in your LEA you go to demonstrate support for the project, the greater the evidence of commitment will be when we review and score applications.	1/14/21

	<p>[Track 1] What is the best way to acquire the minimum of two letters of support from farm to school partners? While I have a vision and the support of my district, I do not know who these partners should be or how they qualify to be a farm to school partner.</p>	<p>In the Scorecard on page 9 of the RFA, one of the scoring descriptions says, “Established or committed partnerships <u>within LEA</u> between educators, school nutrition teams, counselors, administration or other departments.” This provides a few ideas of types of partners within your LEA who you might ask to write letters of support. You mentioned that you have the support of your school district, which is wonderful, so the people in your school district who support your project and who may even help with project implementation could be great options for writing those letters of support. Through the online application portal, you can send requests for letters of support to the partners you identify. Your partners will receive an email with a link where they can upload their letter of support. The email will ask them to include in their letter an endorsement of the project and how they will support the project.</p>	1/28/21
	<p>[Track 1] Would letters of support from school principals who have school gardens and are part of our LEA’s Farm to School program be appropriate? Or are you looking for letters of support from community partners external to our LEA?</p>	<p>Asking partners within your LEA (like principals who have school gardens/are part of the Farm to School program and will be supporting your proposed project) to write letters of support for your application is great, as this demonstrates committed internal partnerships. If, in addition, you have external community partners who will be helping to implement the proposed project, asking them to write letters of support for your application is a great idea, but not necessary.</p>	2/11/21
	<p>[Track 1] If I am the lead applicant from my district, can I also submit a letter of support?</p>	<p>While this is neither necessary nor required, yes, the lead applicant can submit a letter of support if desired. However, the lead applicant must make sure to still include at least two letters of support from farm to school partners.</p>	2/4/21
	<p>[Both Tracks] To whom should letters of support and commitment be addressed?</p>	<p>Letters of support and commitment should be addressed to: California Department of Food and Agriculture Office of Farm to Fork</p>	1/28/21
	<p>[Track 2] The project that we’re proposing is going to have more than the 10 project partners and letters of commitment that are allowed in the grant management system. Would it be best to list as many as we can in the</p>	<p>We have updated the online application portal for Track 2 to allow applicants to enter up to [UPDATE] 30 partners in the Project Partners section, including data for up to 10 LEAs, and to request up to 30 Letters of Commitment from project partners.</p>	1/28/21 Updated 2/11/21

	<p>"project partners" section and then have a sampling of the closest 10 partners across those categories as the letter of commitment providers?</p>		
	<p>[Both Tracks] Is there a template for the letters of support and commitment?</p>	<p>No, we are not requiring letter writers to use a specific template. However, we do ask that letter writers include certain information in their letter. The standardized email that partners will receive when the lead applicant sends them a letter request through WizeHive includes the following instructions:</p> <ul style="list-style-type: none"> - Track 1 letters of support (partners): The letter of support should include an endorsement of the project and how you will support this project. Please also include your contact information, including website, if available. - Track 1 letter of commitment (LEA): The letter of commitment should include an endorsement of this project and use of resources. Please indicate if you will allocate additional Local Education Agency (LEA) resources to this project (e.g. staff time). Please also include your contact information. - Track 2 letters of commitment (project partners): If you are a Local Education Agency (LEA) superintendent (or equivalent) or other type of LEA administrator, the letter of commitment should include an endorsement of this project and use of resources. Please indicate if you will allocate additional LEA resources to this project (e.g. staff time). Please also include your contact information. If you are a farm to school partner for this application, the letter of commitment should include your organization’s mission, history, and qualifications, and how you will support this project. Please also note your organizational contact information, including website, if available. <p>If, as lead applicant, you would like to provide your partners with a template of your own that they can use for their letter of commitment, please send them a letter request through WizeHive and then separately email your</p>	<p>1/28/21</p>

		template to partners directly, as the WizeHive system does not allow for applicants to include an attachment when sending a letter request.	
	[Both Tracks] Is there a budget template?	No, there is no budget template for either track. Applicants are free to provide their project budgets in whatever format they prefer. The online submission portals for each track offer an option either to use a text box and/or to upload a spreadsheet for the budget section of the application.	1/14/21
	[Both Tracks] What category does the budget narrative go under?	Applicants should include the budget information for their project in the section of the online application portal called "Budget Timeline." Under this section, there is a question with a text box answer field that says, "Please provide a budget with a timeline... (bullet points are encouraged)." There is also an option to upload a budget spreadsheet. Applicants can choose to include their budget information in either the text box answer field or in an uploaded budget spreadsheet, or both. If you decide to upload a budget spreadsheet only, please write "See budget spreadsheet" in the text box answer field.	1/28/21
	[Both Tracks] What do you mean by "Budget Timeline"?	By "Budget Timeline," we mean a budget that lists anticipated direct and indirect costs for your project, as well as anticipated times during the grant term when you will be spending money toward these costs. For example, if you create a budget spreadsheet for a Track 1 application, and one of your costs will be to procure a certain Harvest of the Month item for school meals in a certain month during the grant term, then you could add a column called "Timeline" and write in the month and year. Or, if you create a budget spreadsheet for a Track 2 application, and one of your costs will be infrastructure such as warehousing, then you could add a column called "Timeline" and write in the anticipated date when you hope to purchase this infrastructure.	2/4/21
	[Both Tracks] How detailed should the Budget Timeline be? Are you asking for just the overall length of the project or should each line item within the budget include a timeline?	We are not looking for an immense amount of detail. The anticipated dates you include do not have to be exact; general estimates for various budget categories is great.	2/11/21

	[Both Tracks] In developing the budget, can the figures be rounded to the nearest whole number or should the cents be included?	Figures can be rounded to the nearest whole number.	2/11/21
	[Track 2] If we want to show in-kind contributions from the multiple partners we are collaborating with, is it prudent to include that in our budget spreadsheet as part of the budget proposal?	The Budget Timeline section of the Track 2 application asks applicants to, "Please provide a budget with a timeline, <u>including anticipated income (from this grant as well as other sources, if applicable)</u> , direct and indirect costs for your project." You are welcome to include in-kind contributions for your project in the Budget Timeline. You can also include in-kind contributions in the Project Sustainability section of the application if relevant, and in the Additional Information section of the application under the question, "Are there any other resources, funding sources, partnerships, or commitments you would like to share about this project?"	2/11/21
	[Track 1] Can we find the number of NSLP Meals our LEA served in 18-19 online somewhere or do we need to get that from the district?	You can ask your LEA's food/nutrition services department (or equivalent) to find out the number of National School Lunch Program meals your LEA served in 2018-19.	1/14/21
	[Both Tracks] Under LEA Data, does "Free/reduced meal rate (percentage)" and "Free/reduced meal rate (total number)" refer to the percentage and total number of students who <i>participate</i> in free/reduced meals, or to the percentage and total number of students who are <i>eligible</i> for free/reduced meals?	This refers to the percentage and total number of students who are <i>eligible</i> for free/reduced meals in your LEA. UPDATE: We have clarified this in the WiseHive application portals as well.	2/4/21 Updated 2/11/21
	[Both Tracks] How do I find a school district's LEA data for Free/Reduced meals?	If you visit https://www.ed-data.org/ , you can search for the name of any school district in California. Then, if you scroll down, you will find a chart called "Free and Reduced-Price Meals." UPDATE: You can click "View Table Data" to see the <i>total number</i> of students in your LEA who were eligible for free and reduced-price meals in 2018-19, as well as the <i>percentage</i> of students in your LEA who were eligible for free and reduced-price meals in 2018-19.	1/21/21 (Updated 2/4/21)

	<p>[Track 2] Community need criteria and LEA data are critical to the success of these proposals but there does not appear to be a specific place to upload this data in the Track 2 application. Is the intention that this is woven through the various narrative sections?</p>	<p>LEA data must be included in the Track 2 application in the section called Local Education Agency (LEA) Data (2018-19 school year). Under this section, applicants are first asked to indicate the number of LEAs in your partnership. Once you select the number of LEAs in your partnership, you will then be prompted to answer a series of questions about each LEA. In addition to providing this data requested in the application, there is also an opportunity for applicants to share community need when answering the first question under the Additional Information section. The question asks, “Is there anything else you would like to add about the community you serve and pressing current needs? Are there gaps or challenges you have experienced that this grant will help you address?” Additionally, project partners can highlight community need in their letters of commitment. Furthermore, weaving community need into the Project Description section of the application is a great idea.</p>	<p>1/14/21</p>
	<p>[Track 2] We are a regional partner applying with a school district and our county office of education. Under LEA Data, what data should we report for the county office of education? The county office of education has some schools that they run, and then they support (but do not run) all the school districts in the county, including the school district in our application.</p>	<p>Under LEA data, if you are reporting data for a county office of education, and it is feasible to do the following, then please include data to provide a big picture of all the schools/districts in your county office of education community (including the individual school district that is a separate LEA partner for your application). You should also report the data of the individual school district that is a separate LEA partner for your application under its own LEA Data section. Then, in the Additional Information section of the application, you can share information about any other specific schools/districts within your county that you will be serving through this project and that demonstrate the highest community need.</p>	<p>2/4/21</p>
	<p>[Both Tracks] Under LEA Data, how do I answer the question, “How has COVID-19 impacted your school community?”</p>	<p>Under the LEA Data section of the application, we ask for information about the LEA from the 2018-19 school year such as free/reduced meal data. However, we recognize that COVID-19 has likely increased your school community’s need since 2018-19, beyond what this data will demonstrate. This question is an optional opportunity for applicants to further tell us about their community need in the context of COVID-19. Applicants have the flexibility to share any information here that they feel is applicable.</p>	<p>2/4/21</p>
	<p>[Both Tracks] How should I answer the question, “Is your LEA located in an Opportunity Zone or Promise Zone?” if</p>	<p>If the LEA is not itself physically located in an Opportunity Zone or Promise Zone, please select “no” for this question. However, if the LEA serves families</p>	<p>2/4/21</p>

	<p>our LEA's schools are not physically located in an Opportunity Zone, but the schools serve families who reside in an Opportunity Zone?</p>	<p>who reside in an Opportunity Zone, please absolutely include this information in the Need for Project section of the application.</p>	
	<p>[Both Tracks] Under LEA Data, I am unfamiliar with the terms Opportunity Zone and Promise Zone. Can you please provide a definition?</p>	<p>Opportunity Zones are defined as “economically distressed communities,” many of which have experienced a lack of investment for years. State governors nominated individual census tracts to become Opportunity Zones, and the U.S. Secretary of the Treasury certified them via the Internal Revenue Service, hoping to promote public and private investment in these communities. You can discover if your LEA is located in an Opportunity Zone by visiting this interactive map on the U.S. Department of the Treasury’s Community Development Financial Institutions Fund website. Once you navigate to the map, make sure that “Opportunity Zone” is selected under “Layers,” and type in your LEA’s address or the addresses of schools within your LEA. You can then click on different census tracts where your LEA is located, and click “Details” to see if the tract is a designated Opportunity Zone (census tracts that appear in blue are designated Opportunity Zones).</p> <p>Promise Zones are federally designated high poverty areas in select urban, rural, and tribal communities. The current Promise Zones in California are: the San Diego Promise Zone, the South Los Angeles Transit Empowerment Zone, the LA Promise Zone, and the Sacramento Promise Zone. If you click on each of the links above, you can see which neighborhoods these Promise Zones include.</p>	<p>2/4/21</p>
	<p>[Both Tracks] For the “Rural, urban, or suburban LEA” question, I found our locale code but am unsure if we are suburban or rural.</p>	<p>For the “Rural, urban, or suburban LEA” question, your answer does not have to be exact. We request that you select the option that you feel best reflects your LEA community. If you are unsure, feel that your LEA falls in between two of these categories, or want to provide a bit more detail, you can select the “Other” option, and then explain in the text box that will appear called “Enter other LEA type.”</p>	<p>2/4/21</p>

	<p>[Track 1] Regarding the school nutrition data needed for the grant, how do I calculate the “school meal participation rate” that the application is asking for? Is this referring specifically to lunch? Also, should it be a number or percentage?</p>	<p>Under the School Nutrition Data section of the Track 1 application, where it says “School meal participation rate,” we are referring to your LEA’s average daily National School Lunch Program participation in 2018-19 (percentage of students) and your LEA’s average daily National School Lunch Program participation in 2018-19 (total number of students). However, we recognize that the wording we used for this question is vague, and so we have now marked the question as optional in the online application portal.</p>	<p>2/11/21</p>
	<p>[Track 2] In the Track 2 application where it says, "Please describe the history of Farm to School initiatives and their impacts in your community. Please include any successes and/or challenges (bullet points are encouraged)," I would like some clarification. Is this question aimed at understanding how our pre-existing program has impacted the community, or how <i>CDFCA-specific Farm to School programs</i> have impacted our community?</p>	<p>This question is aimed at understanding the history and impact of any relevant Farm to School initiatives in your community, such as pre-existing Farm to School initiatives that you and/or your partners have implemented and are looking to build upon through this grant program. This question is not restricted to CDFCA-specific programs. Also, when describing existing Farm to School initiatives in this section, please refer to the part of the Scorecard on page 9 of the RFA that says, “Existing Farm to School program that procures California grown or produced food, connects classroom and cafeteria, and/or delivers experiential learning opportunities in gardens or other programs.”</p>	<p>2/4/21</p>
	<p>[Track 1] In the California Procurement Baseline, after the question, “Do you track the total dollar amount your LEA spends on California grown/or produced foods each year?” do the following questions about various food categories pertain to total purchases or purchases from California only?</p>	<p>The questions that follow about various food categories pertain to California grown and/or produced food purchases only. If you answer “yes” to the question, “Do you track the total dollar amount your LEA spends on California grown and/or produced foods each year?” then instructions will appear that say, “Please provide the total dollar amount (in whole dollars) spent on <u>California grown and/or produced foods</u> during the 2018-19 school year for the following categories (Please enter “0” for categories where no money was spent).” If you answer “no” to the question, “Do you track...” then instructions will appear that say, “Please provide <i>your best estimate</i> of the total dollar amount (in whole dollars) spent on California grown and/or produced foods during the 2018-19 school year for the following categories...”</p>	<p>2/4/21</p>
	<p>[Track 1] In the CA Procurement Baseline, you ask the following question, “How many agribusinesses did you</p>	<p>For this question, if you worked with a farmer directly to get their item set up with a distributor, please include this farmer in your count of farmers that you purchased California grown foods from. Please also include the</p>	<p>2/4/21</p>

	purchase California grown and/or produced foods from during the 2018-19 school year?" with several options to select. If we worked with a farmer directly to get their item set up with a distributor, would I mark distributor or farmer for this question?	distributor in your count of distributors that you purchased California grown foods from.	
	[Track 1] I assume that my Good Food Purchasing Baseline Assessment for the Local Value Category from 18/19 will be enough for the California Procurement Baseline part. Is this true?	The California Procurement Baseline section of the Track 1 application asks a series of required questions about your LEA's 2018-19 purchasing history of California grown or produced food products. If your Good Food Purchasing Baseline Assessment for the Local Value Category from 2018-19 contains the information that the California Procurement Baseline section asks for, then you can absolutely use the data from your existing baseline assessment to help you complete this section of the application. Additionally, at the bottom of the California Procurement Baseline section, there is an optional opportunity for applicants to attach a spreadsheet or file with additional details about the California grown or produced products they procure.	2/4/21
	[Track 1] We are a charter school and use a food vendor for our school meals, so we historically have not purchased our own foods. However, we want to work with the vendor to include more produce in the meals served. How do I complete the CA Procurement Baseline? Does using a food vendor cause a problem for this grant?	If your charter school is an LEA and you operate the National School Lunch Program, but you purchase school meals through a food vendor, you are still eligible to apply for this grant. We recommend that in your application, you include a letter of support from your food vendor, in which they state their support for this project and the use of California grown/produced produce in the school meals. To fill out the California Procurement Baseline, we recommend that you work with your food vendor to try to figure out how to answer some of the questions. The food vendor may be able to review their 2018-19 invoices to find some of this information.	2/11/21
Review Criteria	[Track 2] Are you prioritizing projects with many partnerships that span across a large area, or smaller projects that are more focused? (Thinking of breadth vs. depth)	When scoring Track 2 applications, we will be looking at the scale of each partnership's existing farm to school initiatives (which applicants will provide in the Description of Farm to School History and Programming section of the application), as well as at the partnership's plan for expanding those initiatives (which applicants will provide in the Project Description section of the application). Your plans for expansion should be whatever you feel will meet your community's need and whatever makes sense for your goals. If	1/14/21

		your partnership is ready to go large with your expansion, then that works. If your partnership wants to expand in a more focused manner, that works too.	
	[Both Tracks] Is there any weighted value in the scoring rubric for local community procurement or is it just based on California procurement?	There is no weighted value in the Scorecard for local community procurement. If applicants want to focus the procurement aspect of their project within their local community or region, this is wonderful, but the Scorecard itself focuses on a broader criteria – whether or not projects incorporate plans to increase procurement of new and whole or minimally processed <i>California</i> grown or produced foods.	1/28/21
Miscellaneous	If we are a producer, what is the best way to get in contact with an LEA?	Please contact the CDFA Office of Farm to Fork at cafarmtofork@cdfa.ca.gov , and we will be happy to help you find LEAs near you!	1/14/21
	Do you have a list of farms and contact information for farms that we might be able to use as a resource for this grant program?	CDFA compiled a list of 2019 Certified Producers by County (updated as of December 1, 2020), which are located in California and have been certified to sell directly to the public. This may be a helpful resource for finding farms near you and their contact information. If you would like additional support finding local/California farms to work with, please email cafarmtofork@cdfa.ca.gov and we can help you with our network of partners.	1/28/21