



Food and
Nutrition
Service

DATE: May 25, 2018

Park Office
Center

MEMO CODE: SP 16-2018

3101 Park
Center Drive
Alexandria
VA 22302

SUBJECT: Fresh Fruit and Vegetable Program:
Allocation of Funds for Fiscal Year 2019

TO: Regional Directors
Special Nutrition Programs
All Regions

State Directors
Child Nutrition Programs
All States

The *Fresh Fruit and Vegetable Program (FFVP)*, under Section 19 of the Richard B. Russell National School Lunch Act (NSLA) is a nationwide program that operates in select elementary schools in the 50 States, the District of Columbia, Guam, Puerto Rico, and the Virgin Islands. The purpose of this memorandum is to provide funding allocation amounts for all State agencies for fiscal year (FY) 2019; to provide information on funding requirements and deadlines; and to serve as a reminder of important program requirements.

Allocation of Funds to State Agencies

For FY 2019, the total funding amount available to State agencies is \$171.5 million, which is the prior year base amount adjusted for inflation. As was expected with the transition to funding FFVP on a Federal fiscal year, there are no carryover funds to be distributed in FY 2019 though carryover funds may be available in future allocations depending on State spending.

Per Section 19 of the NSLA, the USDA Food and Nutrition Service (FNS) will apply the following allocation formula for FFVP funding:

- 1) All 50 States and the District of Columbia will receive an annual grant equal to one percent of the funds made available; and
- 2) Remaining funds will be allocated to all 50 States, the District of Columbia, Guam, Puerto Rico and the Virgin Islands based on the proportion of the State population to the U.S. population.

All funds are allocated using this formula.¹ Please refer to the Attachment for the minimum FFVP funding available for each State.

¹ Per Section 19 of the NSLA, FNS has retained \$500,000 for administrative costs of carrying out FFVP.

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Funds for State Administrative Costs

Section 19 permits State agencies to retain a portion of their total FFVP grant allocation for State administrative costs. The amount of funds retained for State administrative costs is the lesser of: (1) five percent of the State agency's total grant for the year; or (2) the amount required to pay the costs of one full-time coordinator for the FFVP. Each State agency should identify the appropriate level and resulting salary for a FFVP coordinator within the State agency personnel structure. As a reminder, this provision serves to assist State agencies in determining the FFVP administrative funds they can retain from their total grant and does not require State agencies to employ a coordinator for the FFVP.

The amount retained for State administrative costs must be determined upfront, since State agencies must subtract funds used for State administrative costs prior to making school selections and determining school allocations. FFVP state administrative funds are subject to the same cost accountability and management principles applied to State Administrative Expense funds in the National School Lunch Program.

General Program Reminders

- The statutory requirements for school selection are very prescriptive and require that schools with the highest level of free and reduced price enrollment receive priority in selection. For more detailed information regarding school targeting, outreach to needy schools and the application process, please refer to FNS memorandum SP 10-2010, Fresh Fruit and Vegetable Program (FFVP) Targeted School Selection and Outreach Process (December 1, 2009). See also the manual Fresh Fruit and Vegetable Program: A Handbook for Schools, found at: <http://www.fns.usda.gov/sites/default/files/handbook.pdf>
- As stated in Section 19 of the NSLA, only elementary schools are eligible to participate in the FFVP. Secondary schools are not allowed to participate.
- Total enrollment of all schools selected by the State agency must result in a per-student allocation of \$50 to \$75 per year.
- The application process must be conducted annually. However, returning schools do not have to submit a new application each year; instead they are permitted to update their application on file, at the discretion of the State agency.
- As stated earlier, all elementary schools should be operating the FFVP as soon as the new school year begins. Therefore, State agencies are strongly encouraged to select their schools before the current school year ends.
- Financial reporting for the FFVP will be conducted via the Food Programs Reporting System (FPRS). State agencies must submit the Federal Financial Report SF-425 electronically for four quarters and also submit a final report. Instructions for reporting on the SF-425 can be found at the "Help" option at the FPRS main menu under "OMB Forms and Forms Instructions."

The following table provides some key FFVP dates:

Key Dates to Remember	
June 30, 2018	State agencies select SY 2018-19 FFVP eligible schools
October 1, 2018	State agencies receive total annual funding
September 30, 2019	<u>State agencies</u> and <u>schools</u> must obligate all allocated October FY 2019 funds by this date
December 31, 2019	Closeout for FY 2019 funds; State agencies submit final SF-425, Federal Financial Report, via FPRS

State agencies with questions regarding FFVP should contact their respective regional offices.

Original Signed

Sarah E. Smith-Holmes
Director
Program Monitoring and Operational Support Division
Child Nutrition Programs

Attachment

ATTACHMENT	
FFVP Allocations by State for Fiscal Year 2019	
State	Base Amount, based on 171.5 million available
Alabama	\$2,958,883
Alaska	\$1,903,773
Arizona	\$3,505,333
Arkansas	\$2,481,598
California	\$11,803,521
Colorado	\$3,145,771
Connecticut	\$2,630,593
Delaware	\$1,960,457
District of Columbia	\$1,892,080
Florida	\$7,069,565
Georgia	\$4,376,252
Hawaii	\$2,079,263
Idaho	\$2,153,110
Illinois	\$4,981,677
Indiana	\$3,416,164
Iowa	\$2,517,687
Kansas	\$2,458,338
Kentucky	\$2,851,570
Louisiana	\$2,910,296
Maine	\$2,055,882
Maryland	\$3,259,327
Massachusetts	\$3,465,412
Michigan	\$4,257,071
Minnesota	\$3,137,976
Mississippi	\$2,476,449
Missouri	\$3,274,983
Montana	\$1,983,053
Nebraska	\$2,204,944
Nevada	\$2,480,006
New Hampshire	\$2,057,639
New Jersey	\$4,012,960
New Mexico	\$2,247,810
New York	\$6,779,948

ATTACHMENT	
FFVP Allocations by State for Fiscal Year 2019	
State	Base Amount, based on 171.5 million available
North Carolina	\$4,336,456
North Dakota	\$1,907,753
Ohio	\$4,689,914
Oklahoma	\$2,718,034
Oregon	\$2,772,107
Pennsylvania	\$4,982,574
Rhode Island	\$1,985,387
South Carolina	\$2,997,062
South Dakota	\$1,936,912
Tennessee	\$3,428,710
Texas	\$8,937,451
Utah	\$2,506,491
Vermont	\$1,874,138
Virginia	\$3,876,285
Washington	\$3,604,715
West Virginia	\$2,178,350
Wisconsin	\$3,193,827
Wyoming	\$1,862,823
Puerto Rico	\$851,544
Guam	\$42,705
Virgin Islands	\$27,371
TOTAL	\$171,500,000