



Food and  
Nutrition  
Service

DATE: May 30, 2019

MEMO CODE: SP 29-2019

Park Office  
Center

SUBJECT: Fresh Fruit and Vegetable Program:  
Allocation of Funds for Fiscal Year 2020

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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) 2020; 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 2020, the total funding amount available to FNS to distribute to State agencies is \$193.5 million. This includes \$175.5 million in new funds available under Section 19 of the NSLA, which is the prior year base amount adjusted for inflation, and an additional \$18 million in unexpired carryover funds from previous years.

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.<sup>1</sup> Please refer to the Attachment for the minimum FFVP funding available for each State.

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

### **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, 2019         | State agencies select SY 2019 - 20 FFVP Eligible Schools                                          |
| October 1, 2019       | State agencies receive total annual funding                                                       |
| September 30, 2020    | State agencies and schools must obligate all allocated October FY 2020 funds by this date         |
| December 31, 2020     | Closeout of FY 2020 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

| <b>ATTACHMENT</b>                                     |                                                        |                                                             |                                                                      |
|-------------------------------------------------------|--------------------------------------------------------|-------------------------------------------------------------|----------------------------------------------------------------------|
| <b>FFVP Allocations by State for Fiscal Year 2020</b> |                                                        |                                                             |                                                                      |
| <b>State</b>                                          | <b>Base Amount, based on \$175.5 million available</b> | <b>Estimated Carryover, based on \$18 million available</b> | <b>Total per State allocation based on \$193.5 million available</b> |
| Alabama                                               | \$3,026,279                                            | \$310,388                                                   | \$3,336,667                                                          |
| Alaska                                                | \$1,946,799                                            | \$199,672                                                   | \$2,146,471                                                          |
| Arizona                                               | \$3,620,263                                            | \$371,309                                                   | \$3,991,572                                                          |
| Arkansas                                              | \$2,538,862                                            | \$260,396                                                   | \$2,799,258                                                          |
| California                                            | \$12,043,336                                           | \$1,235,209                                                 | \$13,278,548                                                         |
| Colorado                                              | \$3,236,351                                            | \$331,933                                                   | \$3,568,284                                                          |
| Connecticut                                           | \$2,684,209                                            | \$275,304                                                   | \$2,959,513                                                          |
| Delaware                                              | \$2,006,550                                            | \$205,800                                                   | \$2,212,350                                                          |
| District of Columbia                                  | \$1,937,701                                            | \$198,739                                                   | \$2,136,440                                                          |
| Florida                                               | \$7,294,712                                            | \$748,176                                                   | \$8,042,888                                                          |
| Georgia                                               | \$4,490,995                                            | \$460,615                                                   | \$4,951,610                                                          |
| Hawaii                                                | \$2,124,454                                            | \$217,893                                                   | \$2,342,347                                                          |
| Idaho                                                 | \$2,211,249                                            | \$226,795                                                   | \$2,438,044                                                          |
| Illinois                                              | \$5,068,810                                            | \$519,878                                                   | \$5,588,688                                                          |
| Indiana                                               | \$3,495,481                                            | \$358,511                                                   | \$3,853,992                                                          |
| Iowa                                                  | \$2,575,877                                            | \$264,193                                                   | \$2,840,070                                                          |
| Kansas                                                | \$2,512,249                                            | \$257,667                                                   | \$2,769,916                                                          |
| Kentucky                                              | \$2,917,180                                            | \$299,198                                                   | \$3,216,378                                                          |
| Louisiana                                             | \$2,967,007                                            | \$304,308                                                   | \$3,271,315                                                          |
| Maine                                                 | \$2,103,104                                            | \$215,703                                                   | \$2,318,807                                                          |
| Maryland                                              | \$3,326,642                                            | \$341,194                                                   | \$3,667,836                                                          |
| Massachusetts                                         | \$3,550,170                                            | \$364,120                                                   | \$3,914,290                                                          |
| Michigan                                              | \$4,354,823                                            | \$446,649                                                   | \$4,801,472                                                          |
| Minnesota                                             | \$3,214,404                                            | \$329,682                                                   | \$3,544,086                                                          |
| Mississippi                                           | \$2,531,762                                            | \$259,668                                                   | \$2,791,430                                                          |
| Missouri                                              | \$3,348,420                                            | \$343,428                                                   | \$3,691,848                                                          |
| Montana                                               | \$2,031,293                                            | \$208,338                                                   | \$2,239,631                                                          |
| Nebraska                                              | \$2,256,781                                            | \$231,465                                                   | \$2,488,246                                                          |
| Nevada                                                | \$2,544,211                                            | \$260,945                                                   | \$2,805,156                                                          |
| New Hampshire                                         | \$2,107,799                                            | \$216,185                                                   | \$2,323,984                                                          |
| New Jersey                                            | \$4,072,004                                            | \$417,641                                                   | \$4,489,645                                                          |
| New Mexico                                            | \$2,299,997                                            | \$235,897                                                   | \$2,535,894                                                          |
| New York                                              | \$6,837,706                                            | \$701,303                                                   | \$7,539,009                                                          |

Guidance documents lack the force and effect of law, unless expressly authorized by statute or incorporated into a contract. USDA may not cite, use, or rely on any guidance that is not available through their guidance portal, except to establish historical facts.

| <b>ATTACHMENT</b>                                     |                                                        |                                                             |                                                                      |
|-------------------------------------------------------|--------------------------------------------------------|-------------------------------------------------------------|----------------------------------------------------------------------|
| <b>FFVP Allocations by State for Fiscal Year 2020</b> |                                                        |                                                             |                                                                      |
| <b>State</b>                                          | <b>Base Amount, based on \$175.5 million available</b> | <b>Estimated Carryover, based on \$18 million available</b> | <b>Total per State allocation based on \$193.5 million available</b> |
| North Carolina                                        | \$4,455,661                                            | \$456,991                                                   | \$4,912,652                                                          |
| North Dakota                                          | \$1,952,687                                            | \$200,276                                                   | \$2,152,963                                                          |
| Ohio                                                  | \$4,795,291                                            | \$491,825                                                   | \$5,287,116                                                          |
| Oklahoma                                              | \$2,780,550                                            | \$285,185                                                   | \$3,065,735                                                          |
| Oregon                                                | \$2,844,957                                            | \$291,790                                                   | \$3,136,747                                                          |
| Pennsylvania                                          | \$5,085,970                                            | \$521,638                                                   | \$5,607,608                                                          |
| Rhode Island                                          | \$2,029,996                                            | \$208,205                                                   | \$2,238,201                                                          |
| South Carolina                                        | \$3,077,323                                            | \$315,623                                                   | \$3,392,946                                                          |
| South Dakota                                          | \$1,984,459                                            | \$203,534                                                   | \$2,187,993                                                          |
| Tennessee                                             | \$3,515,802                                            | \$360,595                                                   | \$3,876,397                                                          |
| Texas                                                 | \$9,220,023                                            | \$945,643                                                   | \$10,165,666                                                         |
| Utah                                                  | \$2,577,167                                            | \$264,325                                                   | \$2,841,492                                                          |
| Vermont                                               | \$1,917,893                                            | \$196,707                                                   | \$2,114,600                                                          |
| Virginia                                              | \$3,970,353                                            | \$407,216                                                   | \$4,377,569                                                          |
| Washington                                            | \$3,714,921                                            | \$381,018                                                   | \$4,095,939                                                          |
| West Virginia                                         | \$2,224,676                                            | \$228,172                                                   | \$2,452,848                                                          |
| Wisconsin                                             | \$3,267,043                                            | \$335,081                                                   | \$3,602,124                                                          |
| Wyoming                                               | \$1,905,263                                            | \$195,412                                                   | \$2,100,675                                                          |
| Puerto Rico                                           | \$831,023                                              | \$85,233                                                    | \$916,256                                                            |
| Guam                                                  | \$43,636                                               | \$4,475                                                     | \$48,111                                                             |
| Virgin Islands                                        | \$27,826                                               | \$2,854                                                     | \$30,677                                                             |
| <b>TOTAL</b>                                          | <b>\$175,500,000</b>                                   | <b>\$18,000,000</b>                                         | <b>\$193,500,000</b>                                                 |