

OSPI Child Nutrition Services Grants Information Sheet

Summer Meals for Kids Grant Application

The Washington State legislature has provided \$125,000 for the Summer Meals for Kids grant. The Summer Food Service Program (SFSP) operates in schools and communities where 50% or more of students are eligible for free or reduced-price meals. This is a competitive grant for existing SFSP sponsors in good standing.

Applications are due by 4 pm on March 31st, 2025

Grant Period: May 1, 2025 – June 30, 2025

Application Questions

1. My organization is a returning sponsor who is/isn't adding sites?
2. How will this grant help you increase the number of meals served? *Be prepared to indicate whether your potential sites for summer 2025 are rural or urban. If you indicate rural, you will be asked to provide an address for one site to provide verification.*
 - Expand the number of sites participating in the summer meal programs (2-4 points)
 - Expand the reach of a site through a meal delivery program (2-4 points)
 - Begin or expand promotion and outreach for SFSP – including Washington's Farm-to-Summer Week (2-3 points)
 - Improve meal quality (fewer processed foods, scratch cooking) (4-8 points)
3. What is your plan to increase the number of meals served and what is the equipment you need? (10 points)
4. Do you have the ability to purchase, have all items delivered on site and outreach activities completed no later than June 30th, 2025?
5. Will you be receiving any additional services or financial support for this project?
6. Will you accept partial funding? (this question will not impact your score)



7. Please enter the details for your request.
- Obtain three (3) quotes for each request over \$10,000. Complete the Vendor Quote log below and along with your quotes, attach them to your submission email.
 - Include the full price per item including tax, freight, and delivery charges. If applicable, also include the cost of installation and/or wiring fees. If not included, these costs will not be reimbursed.
 - If the request is for equipment:
 - Indicate if the item is new or a replacement of existing equipment/small wares.
 - You should also indicate if the percentage of time the item will be used for SFSP.

Applicants must designate the amount of time the equipment will be used for the Summer Food Service Program or other USDA Child Nutrition Programs. Awards will be prorated for equipment that will be used less than 100% of the time in the Summer Food Service Program/USDA Child Nutrition Programs.

Application Submission

1. Email a saved copy of the completed SM4K 2025 application workbook, vendor quote log and quotes (if applicable) to the [CNS Grants team](#) with the title "SM4K Grant – (Insert Your Organization's Name)"
2. Once your application submission is received, it will be reviewed for completion by the CNS Grants team, and you will receive email notification of submission.

Equipment Quotes - Small Purchase

Introduction:

This form is for equipment purchases over \$10,000 to be funded entirely or in part by OSPI Child Nutrition Services. Equipment is defined as tangible personal property with a useful life of more than one year and a per unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial purposes, or \$10,000.

LEA or Organization Name: _____

Site Name: _____

Staff Contact: _____

Email Address: _____

Product Specification:

Detailed Item Description:	# of Units
Delivery Requirements:	

Vendor Quote Log:

	Vendor 1	Vendor 2	Vendor 3
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Business Name:			
Contact Name:			
Vendor Location:			
Contact Info: (email or phone #)			
Date Quoted:			
Unit Cost (Net):			
Ancillary Charges (Taxes, Duty, Transit Insurance, Freight, Installation, etc.):			
Total Acquisition Cost:			
Meets Specification?			

Purchase Record:

Successful Vendor:		Reasoning/ Justification:	
Suspended/Disbarred:		Date of Verification:	
Contract Award Date:		Method of Notification:	
Total Cost:		Invoice #:	

Receipt of Goods:

Date Received:		Specifications Met?	
Notes:			