

GRANT AUTHORIZATION FORM

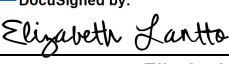
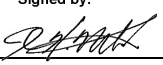
THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information			
Fiscal Year:	26-27	Finance Code:	700
Grant Title:	Fresh Fruit & Vegetable Program	Grant Manager:	Jeff Ansorge

Type of Submission and Amount			
☒	New	Award Amount: \$	123,993.00
☐	Amended	Existing Amount:	
		Amended Amount:	

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and Wages	-	-	-	-
200 - Employee Benefits	-	-	-	-
300 - Purchased Services	-	-	-	-
400 - Supplies and Materials	-	-	123,993	123,993.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	-	-
Totals	\$ -	\$ -	\$ 123,993	\$ 123,993.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local			-	-	-
State			-	-	-
Federal	MDE Award	02-171-770-700-400-000	-	34,707	34,707.00
Federal	MDE Award	02-174-770-700-400-000	-	27,945	27,945.00
Federal	MDE Award	02-175-770-700-400-000	-	25,806	25,806.00
Federal	MDE Award	02-178-770-700-400-000	-	35,535	35,535.00
Totals			\$ -	\$ 123,993	\$ 123,993.00

APPROVALS	
DocuSigned by:  CRF6834EC1B946C Elizabeth Lantto - District Controller Signed by:  143936FE99440CE John Morstad - Executive Director, Finance and Operations	10/12/2026 Date 10/12/2026 Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
02-171-770-700-497-000	Food - Nutrition Services	-	34,707	34,707.00
02-174-700-700-497-000	Food - Nutrition Services	-	27,945	27,945.00
02-175-770-700-497-000	Food - Nutrition Services	-	25,806	25,806.00
02-178-770-700-497-000	Food - Nutrition Services	-	35,535	35,535.00
Total		\$ -	\$ 123,993	\$ 123,993.00

Procedures to be followed:

- A) All payments to district employees must be paid through payroll. Requests for hourly rate payments must be submitted to payroll using the Timecard Spreadsheet.
- B) The grant manager must approve all transactions relating to this project.
- C) Existing requisitioning and purchasing procedures will be followed. A Payment Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
- E) Cut-off Dates: Orders against the 2026-2027 school year are to be issued after July 1, 2025. Expenditures eligible for reimbursement for the 2026-2027 fiscal year are those dated July 1, 2026 or after, for which the goods/services and invoice have been received and processed by June 30, 2027.

IMPORTANT Purchase orders must be cancelled if delivery, invoicing and payment can not be completed by June 30, 2027. Purchase orders should contain notations to that effect. All requisitions must be submitted by the district's due date.