

# **CERTIFIED SC GROWN COMMUNITY GRANT**



**Administered by the  
School Nutrition Association of South Carolina**



**Sponsored by the  
South Carolina Department of Agriculture**



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 CERTIFIED SC GROWN COMMUNITY GRANT  
 Sponsored by SC Department of Agriculture**

**The Application**

Please complete this form in its entirety and submit by postal mail to:

SNA of SC  
 Attn: Certified SC Grown Community Grant  
 PO Box 1795  
 Columbia, SC 29202

Or, by email to [snasc@bellsouth.net](mailto:snasc@bellsouth.net)

**Due Date: Thursday, May 31, 2018**

Contact Name:	
Job Position:	
Email:	Phone:
School District:	
School Name:	
Street Address:	
City:	SC      Zip Code:
District Enrollment for 2017-18:	School Enrollment for 2017-18:
Principal:	Email:
School Food Service Director:	Email:
Cafeteria Manager:	Email:
Teacher:	Email:
Teacher:	Email:
Teacher:	Email:

**Signatures Required:**

Principal:
School Food Service Director:
Cafeteria Manager:
Teacher:
Teacher:
Teacher:

**Please answer the following questions.**

1. Who will serve on your Farm to School Team for the Grant? Please indicate name and/or position at the school/district.

2. Please tell us in a paragraph (200 words or less).  
What does your school/district expect to gain, if awarded the Certified SC Grown Community Grant?



## School Nutrition Association of South Carolina CERTIFIED SC GROWN COMMUNITY GRANT Sponsored by SC Department of Agriculture

### Information and Instructions

The School Nutrition Association of South Carolina (SNA of SC) is pleased to announce a new mini grant program, Certified SC Grown Community, sponsored by the South Carolina Department of Agriculture (SCDA) as an initiative to encourage public schools to use local grown South Carolina produce in their school menus. The effort will support better health outcomes for children and economic opportunities for our local farmers.

Certified SC Grown Community Grant is a partnership with School Gardening for SC Educators: A Partnership between Clemson Extension and The College of Charleston with funding provided by the Boeing Company.

Certified SC Grown Community enriches the connection communities have with fresh, healthy food and local food producers by changing food purchasing and education practices at schools. Students will have access to healthy, local foods as well as education opportunities such as a school raised garden, cooking lessons from chefs.

#### **Committed and Potential Partners:**

- School Nutrition Association of South Carolina (SNA of SC)
- South Carolina Department of Agriculture (SCDA)
- Chef Ambassadors, SCDA
- Clemson Extension
- Culinary Federation of South Carolina
- Local Farmers

#### **Eligible Entities:**

- All South Carolina elementary public schools are eligible to apply.
- The district's enrollment for 2017-18 must be 14,000 students or less.
- Only three (3) schools will be awarded per district.

#### **Purpose Statement:**

With this mini grant program SNA of SC intends to support the capacity of schools and school districts in South Carolina to implement and expand the use of locally grown produce in the cafeteria menus.

#### **Program Outcomes:**

The Certified SC Grown Community mini grant program seeks proposals from schools that address the following measureable outcomes:

- Partnering with local farmers to include locally grown produce in the cafeteria menus

- Building or enhancing of school gardens and related educational opportunities
- Maintaining a raised garden in the school environment over a two-year period

**Grant Overview:**

SNA of SC agrees to do the following:

- Review and award grants.
- Award \$5,000 per school. \$5,000 is the total value of the grant, the actual amount received will be less with the difference provided in service and supplies.
- Awards will be made to no more than three schools per district.
- Schedule chef visits to each awarded school.
- Schedule farmer visits to each awarded school.
- Order garden supplies for each awarded school for an indirect cost fee.
- Make payments to farmers and chefs.
- Annual follow-up visit to the schools.

**Use of Grant Funds:**

Grant funds may be used for the following:

- 1) School gardening supplies
- 2) Purchasing local food for tasting activities
- 3) Utilizing Certified SC Grown Community activities to support school food programs, including breakfast, lunch, summer feeding, and snack programs

**Application and Grant Timeline:**

Informational Meeting	Thursday, February 22, 2018
Application Deadline	Thursday, May 31, 2018
Announcement of Grant Awards	Monday, June 18, 2018
Mandatory Training Date	Monday, July 30, 2018
Project Duration	August 2018 – July 2019
Mid-Point Survey	January 2019
Final Survey	July 2019

**Application Components:**

- General information and School and District information
- Provide names/positions of grant team members and expectations if grant is awarded
- Signatures
- Complete two narrative questions on page two of application

**How to Apply:**

- Complete application. Available on SNA of SC’s website [www.schoolnutritionsc.com](http://www.schoolnutritionsc.com)
- Submit application by the due date, Thursday, May 31, 2018.

**If awarded grant funding, the following activities are required. Please be sure to read and acknowledge these responsibilities:**

- The school food service staff in the elementary school must spend the day with a Chef in the school. The Chef will work with school food service staff on proper ways to prepare local foods. (Utilize current and former SC Chef Ambassadors)

- The elementary school must have a farmer come out to the school and talk to all 4<sup>th</sup> and 5<sup>th</sup> grade students and school food service staff about SC grown fresh produce production.
- District must submit production records for the Farm to School Week and the monthly production records and proof of purchase from a local farm for each menu item. Each awarded school must display the Certified SC Grown sign in the front of the school.
- Food Service Director, School Teachers (3), and Food Service Manager must attend a one-day training program on the grant on July 30, 2018.
- The three teachers serving on the grant team must complete an online Clemson Extension course before July 30, 2018. A \$100 stipend will be given to each person upon completion of the course. Each teacher completing the course will receive the required textbook, ***The Garden STEM***.
- The awarded school agrees to offer four (4) South Carolina grown produce items on the menu once a month.
- The elementary school must implement and maintain one raised bed. Bed and gardening materials will be furnished along with soil for the raised bed. School agrees to install bed, plant vegetables, use the bed as an outside laboratory for students and teach them about where their food comes from using the bed as part of the education process. School must maintain raised bed for two years during the school year. School will utilize SC Farm Bureau education resources that include state standards in the classroom.
- Complete two surveys to provide project information and stories by January 31, 2019 and July 31, 2019. The online survey will take about 30 minutes to 1 hour to complete.
- Attend a mandatory training July 30, 2018, hosted by SNA of SC and Clemson Extension.
- Provide expenditure reports to SNA of SC.
- Ensure compliance with providing signed publicity releases as needed for media mentions and photo use (to be provided).
- Complete project implementation by July 31, 2019.

**Need assistance?**

Email SNA of SC staff at [snasc@bellsouth.com](mailto:snasc@bellsouth.com) with any questions regarding the grant program and application.



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**Checklist for Application Completion**

**To successfully complete the grant application:**

- Read the application packet in its entirety.
- Select your grant team consisting of at least the following – school food service director or designee, cafeteria manager, and three teachers.
- Complete ALL items on the 2-page application form.
- Be sure to obtain all required signatures.
- Three teachers must plan to complete the online Clemson Extension course before Monday, July 30, 2018.
- Plan to attend the required training on Monday, July 30, 2018.
- Submit the completed application either by postal mail or email by Thursday, May 31, 2018.

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