

# Local Food for Schools

September 18<sup>th</sup>  
Office Hours

*Melinda Nguyen, Senior Nutrition Specialist*

*Tiffany Lankford, Nutrition Specialist*

*Christie Beaulieu, Nutrition Grants Specialist*



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

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Updated 9/24/2024  
[www.SquareMeals.org](http://www.SquareMeals.org)



Food and Nutrition Division  
Nutrition Assistance Programs

# Meeting Agenda

01

**Updates &  
Announcements**

02

**Reallocation**

03

**Reimbursements**

04

**Questions**

# Grant Updates



Boyd ISD-Davis 20 Beef

# LFS Resources

## LFS Resources on SquareMeals

- [www.squaremeals.org/LFS](http://www.squaremeals.org/LFS)
- Added responses to FAQs document
- Grantee Funding Allocation List
- How-To Video on the reimbursement form

## LFS Vendor Resource List

- *Updated list of vendors used by grant recipients sent in July*
- *It is not required to use these vendors; if interested in pursuing procurement from any of the vendors listed, federal, state, and local procurement regulations and processes still apply.*



# LFS Resources



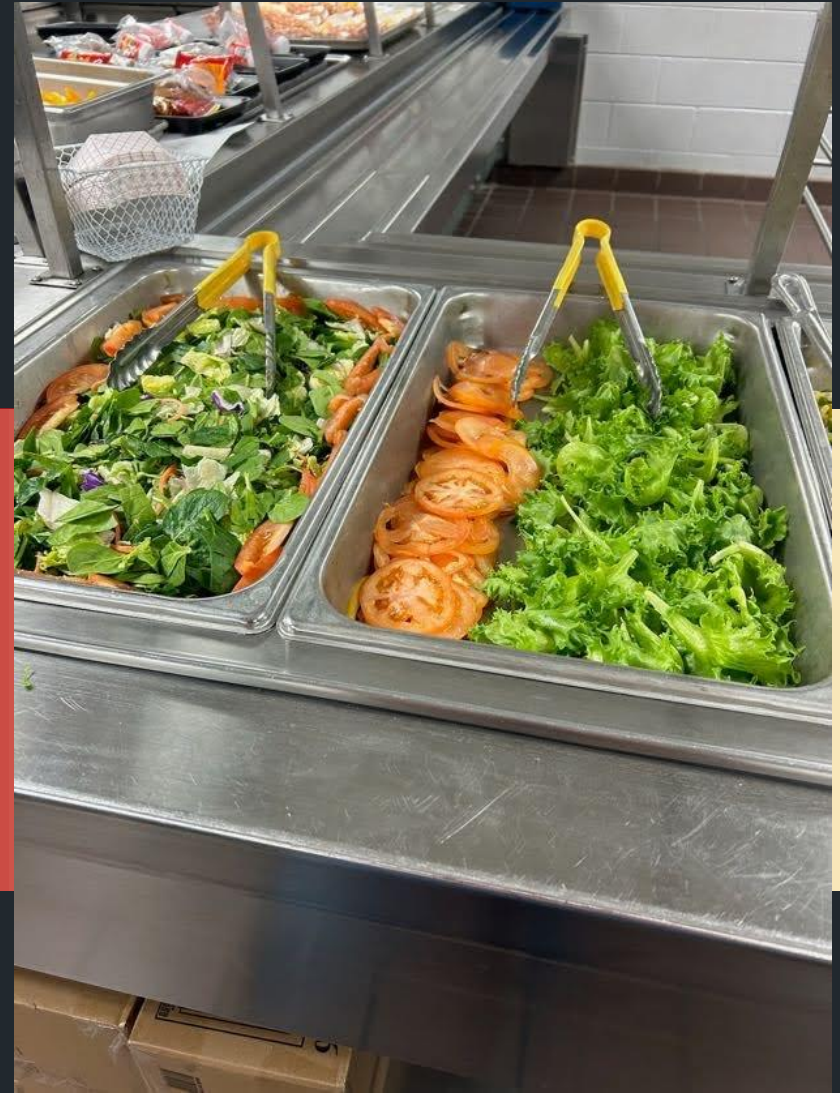
## Geographic Preference Links

- [www.squaremeals.org/LFS](http://www.squaremeals.org/LFS)

## Producer Templates for Farm Fresh Challenge

- <https://squaremeals.org/Public-Resources/Texas-Fruit-and-Vegetable-Day>
- *Template to add information about the local foods to inform your students.*

# Announcements



**Schertz Cibolo Universal City ISD– True Harvest Lettuce**

# National School Lunch Week

[www.squaremeals.org/nslw](http://www.squaremeals.org/nslw)



# Farm Fresh Challenge

[www.squaremeals.org/farmfreshchallenge](http://www.squaremeals.org/farmfreshchallenge)



## Farm Fresh Challenge

### Success Guide

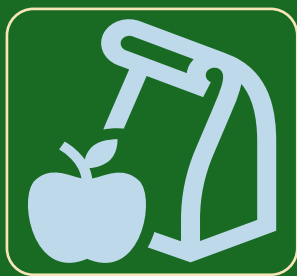
Instructions, Tips, and Resources to help you achieve Farm Fresh Challenge Recognition





# Healthy Meal Incentives (HMI)

[www.squaremeals.org/hmi](http://www.squaremeals.org/hmi)



## HMI Recognition Awards

- 8 Categories – Awarded on rolling basis
- Applications Close June 30<sup>th</sup>, 2025
- Visit [HMI Homepage: healthymealsincentives.org](http://HMI Homepage: healthymealsincentives.org)
- [Squaremeals.org/HMI](http://Squaremeals.org/HMI)

With less than a year left to apply, consider the Innovation in Nutrition Education since 1 of the 2 requirements are met with LFS participation!

**Breakfast  
Trailblazer**

**Lunch  
Trailblazer**

**Innovative  
School Lunch  
Makeover**

**Innovation in the  
Preparation of  
School Meals**

**Small and/or  
Rural Breakfast  
Trailblazer**

**Small and/or  
Rural Lunch  
Trailblazer**

**Innovation in the  
Cultural  
Diversity of  
School Meals**

**Innovation in  
Nutrition  
Education ★**

# Reallocation



Florence ISD – True Harvest via Labatt

# Reallocation

- Additional fund amounts will go to 46 schools

Tier	\$\$\$
1	5,000
2	14,000
3	41,000

# Reimbursement



Jefferson ISD– Produce from McCurry Produce

# Reimbursements

- Reimbursed \$3,489,544 of \$22,256,000
- Pending \$876,733
- 15.68% of total funds reimbursed with only 6 months remaining

# Reimbursement Updates

## Important Deadlines

1. LFS Fund Survey **November 2024**
2. Last day to make LFS purchases – **March 31, 2025**
3. Last day to submit LFS reimbursement requests – **May 9, 2025**

## Notifications

- Email approval will be sent when Finance approves, the link to the Smartsheet won't allow you access.
- Reimbursement should be received within 30 days of Finance approval
- Search for payments on Comptroller's Search State Payments

## Video Training on Reimbursement Process

- Available on webpage under LFS Resources
- <https://www.youtube.com/watch?v=B9Odue7mrRI>



# Best Practices

- **Submit the Payment Request Form in excel spreadsheet**
- **Only fill out the “itemized invoice” tab**
- **Put invoice attachments in same order as listed on the Payment Request Form when possible**
- **Consolidate reimbursement requests if it’s the same vendor**
- **Bank statements aren’t required**
- **Submit photos and recipes**
- **For Farm to Table LLC, and Common Market Invoices, you DO NOT need to separate it out by farmer/producer**

# Farm to Table LLC

Description	Quantity	Price	Amount
Us Citrus:Valencia Oranges US Citrus; Hargill, TX	64	\$1.40	\$90.00
Village Farms:Tomato, Cherry (Clam) Village Farms; Marfa, Tx	12	\$4.66	\$56.00
Cedar Ridge Farms:Eggs, Lg, Free Range, 15 dz Cedar Ridge Farms; Pickton, TX	1	\$58.00	\$58.00
Good Flow Honey:Wildflower Honey Good Flow Honey; Austin, TX	1	\$53.00	\$53.00
Gundermann Acres:Carrots, Orange w/ Tops Gundermann Acres; Wharton, TX	24	\$2.00	\$48.00



# Brothers Food Service



	PRODUCT	COMPANY	HEADQUARTERS
2622	Watermelon TX 2ct	Bagley Produce Company	4910 N HWY 281, Edinburg Tx, 78540
3425	Zucchini TX 20lb	The Fredericksburg Peach Company	26908 W State Hwy 71, Spicewood TX, 78669
3418	Squash Yellow TX 20lb	The Fredericksburg Peach Company	26909 W State Hwy 71, Spicewood TX, 78669
708	Pickling Cucumber 25 lb	The Fredericksburg Peach Company	26907 W State Hwy 71, Spicewood TX, 78669
710	Okra TX 15lb	The Fredericksburg Peach Company	26917 W State Hwy 71, Spicewood TX, 78669
706	Bean Green Texas	The Fredericksburg Peach Company	26917 W State Hwy 71, Spicewood TX, 78669
7240	Corn Sweet Texas	The Fredericksburg Peach Company	26917 W State Hwy 71, Spicewood TX, 78669
486	Texas Cold Press Olive Oil	Texas Olive Ranch, Inc	6907 Old Preston Place, Dallas TX, 75252
6626	True Harvest Romaine TX	True Harvest Farms	111 True Harvest Way, Belton Tx, 76513
6627	True Harvest One Cut Crispy TX	True Harvest Farms	111 True Harvest Way, Belton Tx, 76513
6628	True Harvest One Cut True Mix T	True Harvest Farms	111 True Harvest Way, Belton Tx, 76513

# Dairy and Juice



# Dairy only



# Contact Us



Melinda Nguyen, Senior Nutrition Specialist  
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Portal: [Reimbursement Form](#)

TDA LFS Website: [www.squaremeals.org/LFS](http://www.squaremeals.org/LFS)



Farm Fresh Network: [www.squaremeals.org/FarmFreshNetwork](http://www.squaremeals.org/FarmFreshNetwork)

Comptroller Vendor List: <https://mycpa.cpa.state.tx.us/tpasscdblsearch/>

Food and Nutrition: [www.SquareMeals.org](http://www.SquareMeals.org)



[LocalFoodGrant@texasagriculture.gov](mailto:LocalFoodGrant@texasagriculture.gov)

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U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
- 2. fax:**  
(833) 256-1665 or (202) 690-7442; or
- 3. email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

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