School Application for Breakfast After the Bell Grant

A separate School Application (Attachment 3) is required for EACH school that is listed on Attachment 2.

3.1   School Information

School Name	Grade Levels

3.2   Current School Breakfast Program Operations and Service

In this section, provide information about CURRENT school breakfast operations and meal service at this school.

a)   To what extent does this school CURRENTLY operate a School Breakfast Program? Select all that apply:

☐ This school does not currently have a School Breakfast Program.

☐ Students have access to School Breakfast Program meals BEFORE the start of the school day.

☐ Students have access to School Breakfast Program meals AFTER the instructional day has officially begun. In the list to the right, mark all Breakfast AFTER the Bell meal service models that are currently utilized at this school.

☐ Breakfast in the Classroom
☐ Grab-and-Go Breakfast
☐ Second-Chance Breakfast
☐ Other _____

b)   Use the space below to share more information that will help us understand the CURRENT School Breakfast Program and service models at this school. For example, describe when, where, and how students have access to breakfast; resources and staffing levels; any specific challenges; barriers to breakfast participation; etc.

3.3 Stakeholder Engagement

A Breakfast After the Bell program requires collaboration and support within the school and district. Development of the Breakfast After the Bell program should include input from a variety of stakeholders to ensure its success.

a) Who was involved in developing the Breakfast After the Bell program for this school? Select all that apply.

☐ Superintendent   ☐ Business Manager   ☐ Teachers   ☐ Janitorial/Custodial Staff

☐ Principal   ☐ School Food Service Personnel   ☐ School Nurse   ☐ Other _____

b) In the space below, describe the level of involvement and input of stakeholders in developing the Breakfast After the Bell program for this school.

3.4 Commitment and Sustainability

Whether the school is required by state law to operate a Breakfast After the Bell program or not, students will benefit from continuity of the Breakfast After the Bell program after it is implemented.

a) Is there commitment, at both the district and school level, and are resources identified to support continued operation of Breakfast After the Bell implemented at this school for a period of not less than three school years?

Yes   No

☐   ☐

b) Funds awarded through this grant program may only be used for non-recurring, initial costs of implementing Breakfast After the Bell. Beyond receipt of a grant award to assist with program start-up costs, applicants must have a plan and identify resources to ensure continuity and sustainability of the school's new or expanded Breakfast After the Bell program. Use the space below to describe any public or private resources, aside from this grant, that will support implementation, recurring costs, and continued operation of the Breakfast After the Bell program at this school.

3.5   Implementation and Logistics

The objective of this grant program is for schools to implement NEW and/or EXPANDED Breakfast After the Bell service models to make school breakfast more accessible to students and increase student participation in the School Breakfast Program. In this section, describe how you will implement Breakfast After the Bell at this school.

a)   Which Breakfast After the Bell service models are you adding or expanding at this school?

	Adding	Expanding
Breakfast in the Classroom	☐	☐
Grab-and-Go Breakfast	☐	☐
Second-Chance Breakfast	☐	☐
Other _____	☐	☐

b)   In the space below, explain why this service model or combination of models was chosen. Contributing factors may include grade levels, scheduling, staffing, building layout, availability of equipment and resources, etc. Be sure to describe how the addition or expansion of this service model will make breakfast more accessible and reach more students. *(For example, a school that already offers Grab-and-Go Breakfast at one serving location within the school will use grant funds to purchase breakfast carts, allowing the school to create two additional Grab-and-Go Breakfast serving locations in other high traffic areas of the building.)*

c)   Describe the plan for meal distribution. Provide details such as:

- When and where are meals distributed?
- Do students pick up meals or are meals delivered to designated locations? Who delivers the meals?
- Are there any specific food safety concerns with the distribution method?
- How many serving locations are there (number of serving lines, carts/kiosks, classrooms, etc.)?
- How are accurate meal counts taken at the point of service?
- When and where are meals eaten?
- How will trash disposal and cleanup be handled?

d) Describe the roles and responsibilities of key administrators, staff, and volunteers.
(Preparation and distribution of breakfast, meal counting, cleanup, etc.)

e) Describe any training or instruction that will be provided to staff and students on the procedures for Breakfast After the Bell.

f) Describe how availability of Breakfast After the Bell will be marketed and promoted to students and households.

g) What is the overall implementation timeframe for Breakfast After the Bell at this school? Describe the timeline for key activities, such as ordering of equipment/supplies, training, marketing, roll out, etc.

	Yes	No
h) Is there a plan to collect feedback, track outcomes, and/or evaluate Breakfast After the Bell service following implementation, and to make adjustments to the program if necessary?	☐	☐

Provide any details in the space below.

3.6 School-Level Expenses

For purposes of this section, you are asked to provide information for THIS SCHOOL ONLY.

> Note: The school-specific information in this section does not replace the State Budget Summary/Payment Schedule and Budget Summary Breakdown attachments, which are required components for a complete application submission packet. The purpose of this section is to estimate school-level expenses.

Grant awards shall be used for only the non-recurring costs of initiating a Breakfast After the Bell program, including, but not limited to:

- Training of staff in new capacities.
- Outreach efforts to publicize new or expanded school breakfast programs.
- Acquisition of equipment.
- Minor alterations to accommodate new equipment.
- Computer point-of-service systems for food service.
- Purchase of vehicles for transporting food to schools.

a) In the table below, provide details about all expenses for this school that will be paid using grant funds.

Remember, these must be only NON-RECURRING costs that are necessary to implement Breakfast After the Bell at this school. For larger expenses that benefit multiple schools (such as a vehicle for food transport), costs must be allocated among all schools the benefit from the expense. Include only the school's portion of the total cost in the allocable cost column.

Description of non-recurring expense	Total Cost Estimate	Allocable Cost

Proposed allocation for this school:

(maximum = $7,000)