

Describe if and how you will continue the program beyond the 24-25 school year?

Do you have or have you applied for additional sources of funding for the proposed plan? Have you received other nutrition grants this year? If so, please name the funding organization(s) and amount(s) requested and/or received.

Budget

Foodservice Equipment. Note: A quote from an equipment vendor must accompany application.	Amount	Detailed Explanation
Student Engagement/Incentives		
Marketing (signage, materials)		
Other, explain		
Total Amount Requested (up to \$2000) *		

* If you are considering Breakfast in the Classroom, your school may be eligible for funding beyond the \$2000 maximum. Contact your Nutrition Educator for more information at 314-835-9668.

Agreement and Signature

I agree on behalf of my school that the above information is true and complete.

School Nutrition Director Printed Name	Signature	Date
Principal/Administrator's Printed Name	Signature	Date

Deadline: To be considered for funding, the completed Dollars for Dairy Application, including an equipment quote, and Letter of Agreement must be submitted by May 31, 2024. Submit forms via

- **Email:** info@stldairycouncil.org
- **Fax:** 314-835-9969
- **Mail:** 325 N. Kirkwood Rd., suite 222, St. Louis MO 63122



DOLLARS FOR DAIRY

LETTER OF AGREEMENT BETWEEN

St. Louis District Dairy Council 325 N. Kirkwood Rd, Ste 222 St. Louis, MO 63122

AND

School/School District:	
School District Contact:	
Mailing Address:	
Phone Number:	
Email Address:	

This Letter of Agreement (LOA) contains basic provisions which will guide the working relationship between both parties and the use of the funds provided.

BASIC PROVISIONS OF LETTER OF AGREEMENT

St. Louis District Dairy Council (SLDDC) agrees to assume the following responsibilities:

1. Provide funds to help implement the agreed upon strategy(s) to increase access to and consumption of dairy products at school breakfast and/or school lunch.
2. Work with the district as needed to maximize the success of the agreed upon strategy(s).
3. Assist in identifying local resources that may support the strategy(s).

As the grant recipient, I agree to assume the following responsibilities:

1. Implement the agreed upon strategy(s), as described in the Dollars for Dairy Funding Application, to increase access to and consumption of dairy products within the school environment.
2. Purchase agreed-upon equipment within 30 days of receipt of funds, submit receipts, and initiate the agreed upon strategy(s) no later than September 30, 2024. If, for any reason, the purchase and start date cannot be met, St. Louis District Dairy Council will be contacted prior to September 30, 2024. Return of funds to SLDDC may be required in the event a mutually-agreed upon amended timeline is not established.
3. Cash/deposit the check issued within 90 days of receipt. Failure to do so may result in the stop payment of the check.
4. Continue the agreed upon strategy(s) for the duration of the 2024-2025 school year.
5. Work with key stakeholders and students (principals/administrators, teachers, custodians, parents, and/or student groups) to support the school involved in the agreed upon strategy(s).
6. If equipment is purchased with funds from this grant, equipment must be used for the agreed upon strategy and must showcase dairy products, such as white or flavored milk, yogurt, or cheese. Equipment becomes property of the school and school is responsible for all maintenance and service.
7. Complete all required qualitative and quantitative reporting and evaluation components on the use and impact of the funds using the forms provided by SLDDC and according to the timeline provided by SLDDC.
8. Allow two (2) site visits by SLDDC staff to observe/monitor plan progress and to review data reporting forms. Visits will be scheduled on mutually agreed- upon dates within the 2024-2025 school year.
9. Submit at least 3 photos taken of the strategy implementation and/or events that were part of the program (within school regulations) for use in promotional and informational materials.

I understand this Letter of Agreement must be signed and returned to St. Louis District Dairy Council before any funds will be awarded. I also understand that the failure to implement the agreed upon strategy(s) may result in the mandatory return of funds or equipment purchased with grant funds, at the discretion of St. Louis District Dairy Council.

School Nutrition Director Printed Name	<i>Signature</i>	Date
Principal/Administrator Printed Name	<i>Signature</i>	Date
St. Louis District Dairy Council Printed Name	<i>Signature</i>	Date