



Champions For Our Children

Memo

To: School Readiness Initiative Grantees

From: School Readiness Initiative Team

Date: March 15, 2006

Subject: **GUIDELINES REGARDING THE USE OF SCHOOL READINESS INITIATIVE FUNDS FOR FOOD**

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A public entity.

While First 5 LA funds cannot be a permanent funding stream for a children’s nutrition program, food purchased in connection with the implementation of one or more of the following activities may be an allowable cost.*

1. Nutrition Curriculum for Children:
 - A nominal amount of the SR Program’s educational supplies budget can be used to purchase food as it relates to the implementation of a nutrition curriculum designed to teach children about proper nutrition. The curriculum must be research-based and linked to best practices and/or must be designed in collaboration with a registered dietician.
 - The curriculum must be a part of the SR Program’s approved Scope of Work and submitted to First 5 LA for review/approval prior to incurring expenses.
2. Interim Funding of Children’s Nutrition Program:
 - A limited amount of the SR Program’s educational supplies budget can be used to pay for an interim children’s nutrition program for up to 12 months if the SR Program meets the following criteria:
 - a. The SR Program (First 5 LA Grantee) must be able to document the submission of an application for funding to a children’s nutrition program.
 - b. The SR Program must obtain written approval from First 5 LA prior to incurring expenses for children’s nutrition during the interim period between the time of application and the awarding of funding.
3. Refreshments for Collaborative Partner and Parent Meetings:
 - A nominal amount of the SR Program’s general office supplies budget can be used to pay for refreshments for collaborative partner and parent meetings. Refreshments will be reimbursed on a limited basis and should generally be confined to the following types of items: bottled water, coffee (with condiments), juice, pastries and/or fruit. First 5 LA will not pay for lunches or dinners for such meetings.

**SR Programs should first consult with their Program Officer to determine if potential purchases meet First 5 LA guidelines or to address any questions. Food items purchased are subject to annual fiscal audit. Items that do not fall within First 5 LA guidelines will be disallowed and may be subtracted from future invoice payments.*