

Kansas Administrative Regulations

State Department of Education

Article 26.—Nonprofit School Food Service Programs

91-26-6. Food service equipment assistance.

(a) Eligible and especially needy schools defined.

(1) "Eligible schools" mean schools which draw attendance from areas in which poor economic conditions exist and have no equipment to operate an adequate food service program, as determined by the state board. The eligible school shall pay at least one-fourth ($\frac{1}{4}$) of the equipment costs.

(2) "Especially needy schools" meet the criteria for eligible schools and enroll a high percentage of students as defined by the state plan for school food service, who are eligible for free and reduced price meals. Especially needy schools are eligible to receive one-hundred percent (100%) funding according to guidelines established by the state board.

(b) Authorization of funds.

(1) Funds shall be used only for the purchase of basic equipment enabling schools to prepare and cook or receive hot meals, unless the school can demonstrate to the state board that an alternative method of meal preparation is necessary for the introduction or continuation of the school's food service program.

(2) Allocation of funds shall be made on the basis of the amount of funds apportioned to the state and whether:

(A) the eligible school does not have a food service program;

(B) the eligible school has a food service program but does not have facilities to prepare and cook or receive hot meals;

(C) the eligible school has a food service program and needs replacement, additional, or replacement and additional equipment; or

(D) the eligible school can justify its need for assistance.

(3) Funds shall not be reimbursed for equipment purchased prior to the date of authorization for purchase granted by the state board.

(c) Agreements. The board shall enter into a written and signed agreement on the form provided by the state board.

(d) Transfer of equipment. Equipment no longer used in the original location shall be transferred to another attendance center under jurisdiction of the same board or with state board approval, to another acceptable board participating in a child nutrition program.

(e) Application, authorization, and reimbursement procedures.

(1) The state board shall require boards to complete an application prior to authorization for purchase. Upon receiving authorization, the board may purchase equipment. After obtaining the authorized equipment, the board may apply for reimbursement.

(2) Application requirements shall include:

(A) the name and address of the board and of each school participating in the food service equipment program;

(B) evidence that the school draws attendance from areas in which poor economic conditions exist;

(C) evidence that the school has no equipment or has grossly inadequate equipment to operate a food service program;

(D) the style, model, quantity, and cost of each equipment item; and

(E) the source of payment.

(3) Authorization procedures shall comply with requirements of subsection (b).

(4) Reimbursement information shall include:

(A) the month and year the equipment was obtained;

(B) the serial number and net cost of each equipment item;

(C) the delivery and installation costs of each equipment item;

(D) a copy of the bill, invoice or other evidence of purchase; and

(E) verification that the equipment has been installed and is operating.

(Authorized by K.S.A. 1978 Supp. 72-5112 to 72-5124; effective May 1, 1979.)