**VIRGINIA Whole Grain-Rich Exemption Request Form**

| **INSTRUCTIONS** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| The Consolidated Appropriations Act, 2017, Section 474(a) allows states to offer exemptions from the whole grain-rich requirement in the National School Lunch and School Breakfast Programs for School Year 2017-2018. School Food Authorities (SFAs) must demonstrate hardship in procuring, preparing, or serving compliant whole grain-rich products. A copy of SFA’s bid indicating the inclusion of requested items must accompany the form.  SFAs must complete the following form for each grain-rich product for which they are seeking an exemption. Only one per category and only a total of two exemptions are permitted. Two products total to be offered at a maximum of once per day, select one meal type. The reason for requesting the product and justification must be complete. Please send this request form to [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov) by **Friday, August 25, 2017**. Requests submitted after the deadline may not be considered. | | | | | | | | |
| **SFA INFORMATION** | | | | | | | | |
| **SFA Name:** |  | | | | | |  | |
| **Submitted by: Name and Title** |  | | | | | |  | |
| **Email:** |  | | | | | |  | |
| **Phone Number:** |  | | | | | |  | |
|  | | | | | | | | |
| **PRODUCT INFORMATION** | | | | | | | | |
| **Type of Product:** | **Bread (Group B Only**) *Must specify bread type*. | | | | | | | |
| **Product Name:** |  | | | | | | |  |
|  | Include description, recipe, manufacturer or product code, etc. | | | | | | |  |
| **Replacement Description:** |  | | | | | | |  |
| **Reason for Request:** | Click to Enter | **Day on the menu:** | |  | |  | |  |
| **Meal to be offered:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | |  |
| **Justification Demonstrating Hardship:**  **(Attach supporting documentation and bid document)** |  | | | | | | |  |
|  |  | | | | | | |  |
| **Signature:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  | | **Click to Enter Date.** | | |  |

| **PRODUCT INFORMATION** | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Type of Product:** | **Pasta** | | | | | | | | |
| **Pasta Description:** |  | | | | | | | |  |
|  | Include description, manufacturer, product codes, etc. | | | | | | | |  |
| **Replacement Description:** |  | | | | | | | |  |
| **Reason for Request:** | Click to Enter | | **Day on the menu:** | | |  | |  |  |
|  |  |  | | |  |  | | |  |
| **Justification Demonstrating Hardship:**  **(Attach supporting documentation and bid document)** |  | | | | | | | |  |
|  |  | | | | | | | | |
| **Signature:** |  | | | **Date:** | | | Click to Enter Date. | |  |

| **PRODUCT INFORMATION** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Type of Product:** | **Rice** | | | | | | | |
| **Rice Description:** |  | | | | | | |  |
|  | Include manufacturer or product code, etc. | | | | | | |  |
| **Replacement Description:** |  | | | | | | |  |
| **Reason for Request:** | Click to Enter | | **Day on the menu:** | |  | |  |  |
|  |  |  | |  |  | | |  |
| **Justification Demonstrating Hardship:**  **(Attach supporting documentation and bid document)** |  | | | | | | |  |
|  |  | | |  | |  | |  |
| **Signature:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | **Date:** | | Click to Enter Date. | |  |
|  |  | | |  | |  | | |