# SNP Memo #2021-2022-06

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: September 3, 2021

TO: School Nutrition Directors, Supervisors, and Contact Persons (Addressed)

FROM: Sandra C. Curwood, PhD, RDN, Sandy

## SUBJECT: Fresh Fruit and Vegetable Program 2021-2022 School Year

The purpose of this memorandum is to provide information on the Fresh Fruit and Vegetable Program (FFVP) procedures for the 2021-2022 school year (SY).

### FFVP Application Procedures

Each school food authority (SFA) with one or more eligible elementary schools will be invited to apply for those eligible schools to participate in the FFVP in SY 2021-2022. The required FFVP application for the SFA and the individual eligible FFVP site applications will be available in SNPWeb in *Applications>FFVP Application Packet*. Elementary schools that meet the application requirements will appear on the SFA’s FFVP application invitation list. If there are no eligible schools, the FFVP invitation list will be blank. The steps to apply and the required supporting documentation are detailed in Attachment A to this memorandum.

The FFVP application packet will be open in SNPWeb on September 3, 2021, and will close on September 17, 2021. The complete FFVP application packet, including one SFA and individual site applications, must be submitted in SNPWeb no later than the end of the day on

September 17, 2021, to be considered for funding.

### FFVP Selection, Funding, and Reimbursement Claims

School selection, funding allocations, and notification will be completed no later than September 24, 2021. SFAs will be notified by SNP Memo of all FFVP funded schools for SY 2021-2022. FFVP operation shall begin in all schools selected no later than October 4, 2021. Elementary schools selected and approved to participate in the FFVP for SY 2021-2022 will receive funding allocations in SNPWeb totaling approximately $60–$65 per student based on the school’s enrollment, the total enrollment of all schools selected to participate, and the available FFVP funding. The majority of FFVP funds must be used to purchase fresh fruits and vegetables with no more than 10 percent allocated to equipment and administrative program costs. Monthly reimbursement claims for FFVP schools must be submitted in SNPWeb as soon as possible and no later than 60 days after the close of the month to which they apply.

### FFVP Waivers during Pandemic Operation

The USDA again granted two waivers to Virginia for FFVP operation. In SY 2021-2022, if necessary as schools transition back to normal operation, FFVP approved schools may operate under the flexibilities granted by the following waivers. FFVP schools are expected to use these waiver flexibilities only as necessary until such time when fully-in person learning and fully in-person foodservice resumes.

1. SFAs participating in the FFVP may distribute FFVP foods to a parent or guardian to take home to their children during non-congregate meal services due to COVID-19.
2. SFAs participating in the FFVP may offer FFVP foods from elementary schools closed due to COVID-19 at sites operating during school building closures associated with COVID-19.

### Orientation and Training for Schools Funded to Participate in SY 2021-2022

An orientation webinar, scheduled for Wednesday, September 29, 2021, for school divisions funded to participate in the FFVP. The orientation will provide specific information about implementing the FFVP during in-person and virtual instruction, incorporating farm to school in the FFVP, submitting reimbursement claims in SNPWeb, and programmatic updates. Webinar details will be provided directly to the FFVP funded school divisions by email. **Attendance by the school nutrition program director is required.**

If you have questions or need more information, please contact Lynne A. Fellin, Technical Advisor to the State Director, by email at [Lynne.Fellin@doe.virginia.gov](mailto:lynne.fellin@doe.virginia.gov), or the SNP regional specialist assigned to your school division.

SCC/LAF/cc

### Attachment:

1. Steps to Apply for the Fresh Fruit and Vegetable Program in 2021-2022