Attachment E

Superintendent's Memo #094-22

May 6, 2022

Virginia Department of Education

Office of School Nutrition Programs

Acceptance Form for Fiscal Year 2021 Equipment Assistance Grant Award

**Instructions:**

1. Complete the form and return it by MM/DD/YYYY.
2. For each site, check Accept or Decline.
3. Have the division superintendent sign and date the form.
4. Return the form electronically to the Virginia Department of Education, Office of School Nutrition Programs policy mailbox at SNPpolicy@doe.virginia.gov.

**School Division Name:** Click or tap to enter text

| **School/Site Name** | **Award Amount** | **Decision** |
| --- | --- | --- |
| Click or tap to enter text | Click or tap to enter text | Accept  Decline |
| Click or tap to enter text | Click or tap to enter text | Accept  Decline |

**Grant Acceptance Certification**

The undersigned, hereby accepts the FY 21 NSLP Equipment Assistance Grant award for the school site(s) indicated above. I understand that reimbursement will only be for actual expenses incurred up to the grant award amount for each site and only the equipment requested may be purchased with these grant funds.

Superintendent Name

Superintendent Signature

Date

**This form is due on MM/DD/YYYY. Please send to** [**SNPpolicy@doe.virginia.gov**](mailto:SNPpolicy@doe.virginia.gov)**.**