



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

FOOD SERVICE

**ADMINISTRATIVE MEMO NO. 7
SCHOOL YEAR 2023-24**

SUBJECT: National School Lunch Program (NSLP) Equipment Assistance Grant 2025

DATE: May 8, 2024

Michigan has been selected to receive over \$760,000 in federal funds to provide School Food Authorities (SFAs) with grants to purchase, renovate, install, and/or replace food service equipment. The grant funding is intended to help schools serve healthier meals, improve food safety, and to help support the establishment, maintenance, and expansion of the School Breakfast Program.

The application deadline for the grant is June 21, 2024.

Who Can Apply?

Any SFA participating in the National School Lunch Program (NSLP) including:

- Public School Districts
- Public School Academies
- Intermediate School Districts
- Nonpublic School Districts
- Residential Child Care Institutions

To expand the number of SFAs who qualify for the equipment grant, the grant is open to all SFAs without priority for free and reduced percentages.

Grant Criteria:

This is a competitive grant consistent with federal requirements for SFAs who can demonstrate how the effectiveness of the equipment purchased will reflect the intent of the grant. Consideration factors include, but are not limited to, the following:

- Age of food service equipment or lack of appropriate items
- Ability of food service equipment to increase the efficiency of the SFA's procurement, food storage, and distribution/service
- The availability of existing State and local funding for equipment purchases

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- Strategies for adopting lunchroom changes that provide more convenience and appeal to the student
- Opportunities to realize meaningful impacts on nutrition and quality of meals

Equipment requests may include:

- New equipment
- Renovation of equipment
- Installation costs
- Replacement of equipment

Federal regulation 2CFR Part 200.33 defines equipment as “articles of nonexpendable, tangible personal property with a useful life of more than one year and a per unit acquisition of \$5,000 or more,” or the lesser amount that is established in the SFA’s capitalization policy.

Grant amounts:

Maximum: \$25,000 per building/site

Minimum: \$1,000 per piece of equipment, not in aggregate

These values do not include the cost of installation and/or any delivery fees.

Application Timelines:

The grant application will be available by May 13, 2024, through the Michigan [NexSysⁱ](#) system. NexSys uses MiLogin for Business. Users can register for a Third-Party account at [MiLogin for Businessⁱⁱ](#). Review the [Creating a MiLogin Accountⁱⁱⁱ](#) for detailed steps on creating a MiLogin Account, linking your MEIS/MiLogin accounts and [requesting access to NexSys^{iv}](#). The Equipment Assistance Grant will be listed as the CNP: NSLP Equipment Assistance Grant under Fiscal Year 2025 in NexSys. The application can be initiated by a “Level 5” authorized official. Grant applications are due on Wednesday, June 21, 2024. It is expected that grant funding will be awarded by July 15, 2024.

SFAs must complete their procurement and expenditure activities by September 30, 2025. SFAs will be required to submit quarterly reports on the progress of grant activities until all funds provided are spent.

Procurement of Equipment:

Federal procurement regulations located in 7 CFR Part 210.21 and 2 CFR Part 200.317-326 apply to this grant. Equipment competitively procured using these grant funds must be necessary, reasonable, and allocable. For example, using these grant funds to purchase a walk-in freezer for school food service or a salad bar may be an allowable cost, building an extension to a cafeteria would not meet the intended purposes of this grant. This is per USDA FNS memo [SP 18-2023](#), page 2. Each SFA is responsible for ensuring that their procurement and contracts comply with all applicable all laws, regulations, program instructions, and guidance materials.

For Further Information:

If you have questions regarding the NSLP Equipment Assistance Grant, email MDE-CNP-Procurement@michigan.gov or phone 517-241-5348. For help with MiLogin, contact DTMB Client Service Center at 1-877-932-6424. For NexSys technical support, system issues, and access, email mde-nexsys-applications@michigan.gov.

i [NexSys](#)

ii [MiLogin for Business](#)

iii [Creating a MiLogin Account for Business](#)

iv [Requesting access to NexSys](#)