



## Funding Information for Student Nutrition Programs

### Background

Since 2002, the Northumberland Food for Thought Committee (the Committee) has worked with Student Nutrition Programs (SNP) throughout Northumberland County to assist with their coordination and ongoing success.

In addition to securing funds to assist with the procurement of healthy food options, the Committee provides funding assistance to local SNP's to assist with the purchase of kitchen equipment, and supplies, and to help with deficit or emergency funding.

Historically, these funding requests have been submitted to the Committee by individual schools/agencies as the needs arose throughout each school year.

The purpose of this document is to create a process for handling these requests ensuring transparency, consistency, and fairness so that all SNP's located within Northumberland County will have access to funds when they are available.

### Guidelines

The Committee will accept funding applications twice a year to offset the cost of kitchen equipment, supplies, and appliances up to a maximum of \$500.00 per school/agency per school year based on available funds. Please note that the Committee will limit the funding of major appliances to once every five years per appliance type, i.e. dishwasher, oven, refrigerator, freezer, etc.

The deadline to submit funding applications is as follows: **by 6:00pm on October 15<sup>th</sup> and 6:00pm on January 15<sup>th</sup>** of each school year.

In certain situations, the Committee will also accept applications for emergency funding up to a maximum of \$500.00. This funding will be evaluated on a case-by-case basis and, regardless of the amount received, schools/agencies will not be eligible to apply for emergency funding in two consecutive years. Please note that this funding is only intended to address a budgetary shortfall that leaves an SNP in jeopardy of shutting down before the end of a school year or unable to start-up at the beginning of a new school year. When applying for emergency funding, schools must be able to show that they have been fiscally responsible. Food 4 All membership, participating in bulk purchasing opportunities and the school's annual budget will be taken into consideration when looking for indicators of sound spending. There is no deadline for applications for emergency funding.

The Committee will not provide any funding for wages or administrative costs.

### Approval process

All funding requests will be reviewed by an NFFT subcommittee and granted as equitably as possible based on current funds, past funding requests, and need. The Community Development Coordinator will let the principal know the outcome of the funding request.

**Application**

In order to be considered for financial assistance, schools and education sites must submit the *Funding Application For Student Nutrition Programs*. Please email submissions to the Community Development Coordinator at [beth.kolisnyk@snpce.ca](mailto:beth.kolisnyk@snpce.ca).

**[www.northumberlandfoodforthought.ca](http://www.northumberlandfoodforthought.ca)**