



McKenzie Snow, Director

Kim Reynolds, Governor
Adam Gregg, Lt. Governor

Date: May 23, 2024
To: All Summer Meal Program Expansion Grant Award Recipients
From: Kala Shipley, Chief, Bureau of Nutrition and Health Services
cc: Christine Crow
Re: The Summer Meal Program Expansion Grant Award Agreement

Congratulations. Clarinda Community School District has been awarded \$16,639 for the Summer Meal Program Expansion Grant. You should anticipate an email notification from Iowa Grants prior to the close of business on Friday, May 24 that will include your grant award amount that will be finalized following the required appeal period. During the appeal period, you will be prompted to update your budget and action plan to reflect the award amount listed. Please note, you will not be able to submit any reimbursements until the Iowa Grants budget has been updated and approved and after the appeal period has passed. Your award is contingent on an approved Summer Food Service Program (SFSP) or Seamless Summer Option (SSO) IowaCNP application that verifies the eligibility requirements of this grant.

A grantee webinar will be provided to share information on how to submit a claim and the reporting requirements. The webinar invitation will be provided soon. All claims for reimbursement will be submitted and reviewed in the Iowa Grants system. The claims reimbursement window will be open June 10, 2024 through August 31, 2026. All reimbursement claims must be submitted each year by September 30 for the summer program session. Funds must be expended and submitted by August 31, 2026.

If you have any other questions, contact Christine Crow at christine.crow@iowa.gov.

Appeal Procedures:

Iowa Department of Education, Administrative Rules 281-7.5(290,17A)

Appeal of grant denial or termination. Any applicant may appeal the denial of a properly submitted competitive program grant application or the unilateral termination of a competitive program grant to the director of the department. Appeals must be in writing and received within ten working days of the date of the notice of decision and must be based on a contention that the process was conducted outside of statutory authority; violated state or federal law, policy, or rule; did not provide adequate public notice; was altered without adequate public notice; or involved conflict of interest by staff or committee members. The hearing and appeal procedures found in 281-Chapter 6 that govern director's decisions shall be applicable to any appeal of denial or termination. In the notice of appeal, the grantee shall give a short

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and plain statement of the reasons for the appeal. The director shall issue a decision within a reasonable time, not to exceed 60 days from the date of the hearing.

Send appeal to:

Director
Iowa Department of Education
Grimes State Office Building
400 E 14th St
Des Moines, Iowa 50319-0146
Fax: 515-281-4122

Questions about the appeal process may be directed to:
Administrative Assistant to the Hearing Officer
(Same address as above)
515-281-5295

Kala Shipley
Bureau Chief, Nutrition and Health Services
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Des Moines, IA 50319
Phone: 515-681-2307
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