# SNP Memo #2023-2024-10


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: August 4, 2023

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

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

## SUBJECT: 2023–2024 Fresh Fruit and Vegetable Program Funded Schools

This memorandum announces the elementary schools funded to participate in the Fresh Fruit and Vegetable Program (FFVP) for the 2023–2024 school year (SY) and provides a reminder and details for the FFVP webinar on Thursday, August 10, 2023. Additional background information was provided in [SNP Memo 2023-2024-02](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.doe.virginia.gov%2Fhome%2Fshowpublisheddocument%2F46481%2F638248406450270000&wdOrigin=BROWSELINK), *Fresh Fruit and Vegetable Program 2023-2024,*

### FFVP Selection, Funding, and Reimbursement Claims

FFVP funds will be awarded to 174 elementary schools in 30 school divisions. The Virginia Department of Education awarded the maximum allocation of $75 per enrolled student using the state FFVP grant award of $5.5 million. Attachment A is the listing of FFVP funded elementary schools for SY 2023–2024. Funding allocations will be entered in the SNPWeb FFVP claim software next week.

FFVP schools may begin to obligate FFVP funds immediately and should start the program no later than the first few weeks of SY 2023–2024. The first quarter allocation is $6 per student and must be obligated, through receipt of goods and/or a purchase order, by September 30. Purchases made with first quarter funds by September 30 must be paid for and claimed for reimbursement in the September claim or the funds will be lost.

School food authorities (SFAs) must use the majority of FFVP funds to purchase **fresh fruits and vegetables for a snack served at a time other than the breakfast or lunch meal periods**. No more than 10 percent of the total school year allocation may be used for equipment and administrative expenses. Monthly **FFVP reimbursement claims are due no later than 60 days after the close of the month** to which they apply. Nutrition education is required with each snack and is a critical part of FFVP success. Additional information is available in the [USDA FFVP Handbook](https://fns-prod.azureedge.us/sites/default/files/resource-files/handbook.pdf) and from the [USDA FFVP Resource Center](https://www.fns.usda.gov/ffvp/fresh-fruit-and-vegetable-program-resource-center).

**FFVP Orientation Webinar for Funded Schools**

Notification of the FFVP SY 2023–2024 orientation webinar was originally provided on July 13, 2023, in [SNP Memo 2023-2024-02](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.doe.virginia.gov%2Fhome%2Fshowpublisheddocument%2F46481%2F638248406450270000&wdOrigin=BROWSELINK). At least one person with FFVP responsibility from each funded school division must register and attend the webinar on Thursday, August 10, 2023, from 2:00-3:00 p.m.[Register in advance](https://doe-virginia-gov.zoom.us/webinar/register/WN_OTEON8r7TYG4oIEIvsMDTQ)for this webinar. You will receive a confirmation email with webinar details after registering.

The mandatory webinar will cover the following topics:

* operating the FFVP in SY 2023–2024,
* incorporating farm to school,
* allowable use of funds, submitting reimbursement claims,
* and strategies to use all available FFVP funding.

The webinar recording will be available for later viewing. **Office hours for FFVP questions after the webinar are scheduled for Monday, August 14, 2023, from 3:00-4:00 p.m.**No registration is required for office hours. An invitation will be sent to all FFVP contacts.

If you have questions, please contact Lynne Fellin, Technical Advisor to the State Director, at Lynne.Fellin@doe.virginia.gov.

SCC/LAF/cc

### Attachment:

1. School Year 2023–2024 Fresh Fruit and Vegetable Program (FFVP) Funded Elementary Schools