

APPENDIX A

Instructions: This document is to provided as a reference for determining project costs and completing the project budget form.

Definition of Infrastructure:

Infrastructure is defined as necessary supplies, one-time expenses, and serving necessities that are required to support food service in the USDA Summer Food Service Program (SFSP). These items will *directly* be used to run the SFSP site. Three quotes are needed for all equipment purchases over \$1,000 to ensure that the budget request is reasonable, customary and the best value. Infrastructure items that are deemed unacceptable by GOFBCI will not be reimbursed. If there are questions regarding a specific infrastructure costs, please ask a question during the RFGA Q & A session or ask the RFGA project manager if awarded the grant.

Examples of Acceptable Infrastructure Costs:

- Refrigeration (refrigerators, freezers, and coolers)
- Cooking appliances (stoves, steamers, tray holders)
- Storage supplies (boxes and other containers)
- Cleaning supplies
- Disposable plates, napkins, flatware, cups
- Serving utensils
- Tables and chairs
- Rent for space (in-kind space preferred)
- Utility costs for space
- Computers and other hardware
- Computer software

Examples of Unacceptable Infrastructure Costs:

- Perishable food items
- Nonperishable food items
- Purchase or rental of cars, trucks, buses
- Capital improvements (such as floor and tile repair, plumbing, etc.)