

TEXAS DEPARTMENT OF AGRICULTURE

Expanding 3Es Nutrition Education Grants (X3E)

Frequently asked Questions

Below are frequently asked questions regarding our X3E Grant application. TDA understands that each project is unique, so if the following information does not answer your specific question, please email the TDA Grants Office at Grants@TexasAgriculture.gov

Relevant Dates:

- **Request for Application (RFA) Issued:** October 22, 2018
- **Application Due:** December 6, 2018
- **Grant Award Announcement:** February 2019
- **Grant Period:** May 1, 2019 – August 31, 2020

Eligibility Questions

1. What is the X3E Grant program?

Answer: The intent of the X3E Grant is to implement, supplement or expand farm to school activities for public school students. Activities can include farm to school programs related to or including the Farm Fresh Initiative, nutrition education, or agricultural based experiential learning opportunities.

2. Who can apply for the X3E Grant?

Answer: Public school districts and their campuses are eligible to apply. Public Charter schools may also apply.

3. Does the project already have to be in place to supplement or expand or can it be a brand new project?

Answer: The project can be a new or existing as long as it meets the criteria outlined in the [Request for Application](#) (RFA).

4. My school currently participates in another TDA grant program, is the school eligible to apply for X3E?

Answer: Yes, having an open grant under a different TDA program does not prohibit the school from applying for and receiving an X3E award. However, specific rules apply to schools with open X3E grants; see question #6 for more details.

5. We are an ISD currently participating in the Urban Schools grant, can we apply for the X3Es grant?

Answer: All public schools whether participating in the Urban Schools grant or not, are eligible to apply to the Expanding 3Es grant.

6. We are a current X3E grantee, are we eligible to apply for a new grant award.

Answer: If the applicant is a current X3E grantee, meaning they have an open agreement that has not closed out, they *may* not be eligible for an award under the new grant cycle. A school district will be eligible to receive concurrent awards, however the application must document the

participation of different campuses.

7. What if multiple schools in my school district would like to apply?

Answer: If multiple campuses in a district are applying for the grant, the request should be combined into one application from the school district. Please contact your district's office to ensure one application is submitted.

Programmatic Questions

8. What are examples of Farm Fresh activities that may qualify?

Answer: Below are some examples of Farm Fresh activities that help connect students to Texas agriculture:

Garden-based learning activities – These activities may include almost any lesson historically taught in the classroom. An example of a math lesson would be measuring the distance between seeds during planting. A science lesson might be mapping the decomposition process with compost used in the garden. Art teachers could ask students to draw an interpretation of the garden or parts of a plant. A health education class might include tasting fruits or vegetables grown in the garden.)

Nutrition or agricultural-based classroom lessons – Gardens are ideal for providing any lesson focused on agriculture. Many schools use [Texas Farm Bureau's Ag in the Classroom](#) materials.

Other experiential learning opportunities teaching students about Texas agriculture — This category is open for the applicant; *it may include, but is not limited to*, student field trips to local farms or farmers markets, or inviting local producers to visit the school to speak to students.

For more information and project ideas please visit www.Squaremeals.org/TexasFarmFresh, or contact FarmFresh@TexasAgriculture.gov.

9. Are there predetermined or minimum percentage rates of children eligible for free or reduced-price meals for schools to be awarded the grant?

Answer: No. There is not a minimum percentage of free and reduced needed to apply for or to be approved for the grant, although it may be considered in the review process. Please refer to the Evaluation and Selection Information section of the RFA for additional information.

10. May schools use the grant to cover expenses for building a greenhouse or supplies for an already existing greenhouse? These range from a contractor building a new greenhouse to gloves, books and plants used in an existing greenhouse.

Answer: Yes. Expenses necessary in building a greenhouse or supplies to operate an existing greenhouse that are used to improve the students understanding of agriculture and/or nutrition would be considered eligible.

Per the grant guidelines, funds may not be used to purchase capital equipment (items costing \$5,000 or more). A school may choose to use funds for some expenses related to a greenhouse. Please refer to evaluation criteria in the [RFA](#).

Payment Questions

11. What is the expected turnaround time for reimbursement of eligible expenses? For example, if a grantee submits payment requests monthly or quarterly, how long will it take for each of those requests to be approved and paid?

Answer: Once a completed Request for Payment form (GTBD-203 form), itemized list of expenditures and backup supporting documentation are received, the turnaround time for payment is approximately 30 days.

12. In the RFA, it only says that up to 90% of the total award will be paid prior to submission of the Final Performance Report. What does this mean?

Answer: In order to ensure grantees submit all required reports, a portion of the award (10%) will not be reimbursed to the grantee until all reporting requirements have been met. Example: If a grantee submits a payment request for the entire grant award but still has a final report due in 30 days, TDA will process a payment for 90% of the request. The remaining 10% will not be processed until after the final report has been submitted to TDA.

13. When will the school receive funds to start the project?

Answer: Funds will not be advanced to the school. TDA will reimburse the school for expenses directly related to implementing the approved project. The school must front all costs and submit sufficient documentation to receive reimbursement.