Use of Sub-Grant Funds

The majority of sub-grant funds should be expended on:

Ingredients and supplies (napkins, cups, disposable flatware) for cooking/tasting activities at the event that promote one or more of the following Team Nutrition Messages:

- Eat a variety of Foods
- Eat more fruits, vegetables and whole grains
- Eat lower fat foods more often
- Get your calcium-rich foods
- Be physically active

Team Nutrition funds **cannot** be used to provide a meal for participants or volunteers

**Guidance for spending remaining sub-grant funds:**

**Acceptable**

- Small Mobile Kitchen Equipment—Up to $25  
  (to be used for hands on food experiences at event)
- Incentive Items — Up to $12  
  (items must reinforce Team Nutrition messages)
- Health Education Materials such as posters, pamphlets, and audiovisuals
- Small, Activity Supplies  
  (i.e. a few classroom jump ropes or hula hoops to help promote life-long physical activity habits)

**Unacceptable**

- Pedometers or Award Pins
- Playground Equipment
- Exercise/Sports Equipment to Supplement Physical Education Department
- Sports Lessons (swimming/skating)
- Services of a For-Profit Physical Fitness Organization
- Providing a meal to participants or volunteers
- Foodservice operation equipment

**Questions?**

**Contact a Team Nutrition Staff Person**

Jill Ladd, Team Nutrition Project Director  
jladd@ksde.org or 785-296-2790

Emily Brinkman, Team Nutrition Project Director  
ebrinkman@ksde.org or 785-368-8039

Receipts should be kept on file in the event of an audit but do not need to be submitted to Team Nutrition staff as part of the evaluation.