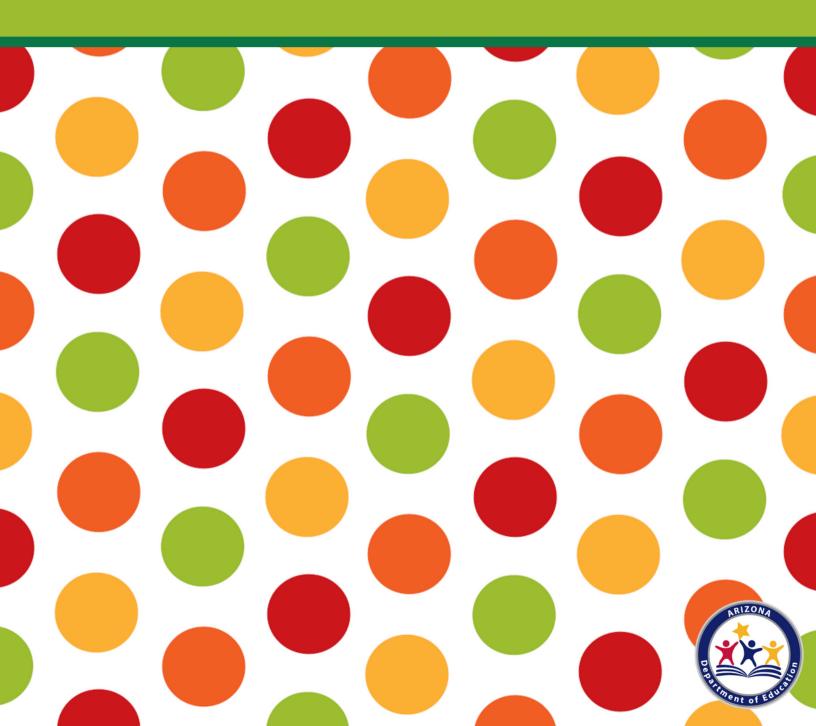Fresh Fruit and Vegetable Program (FFVP)

FFVP Monthly Service Planner

School Year 2022-2023

PARTICIPATING SITE(S)

SITE NAME	ENROLLMENT	PERIOD 1 FUNDS	PERIOD 2 FUNDS

TOTALS: _____

PERIOD 1 BUDGET

OBJECT CODE	TOTAL
6633 - Fresh Fruits and Vegetables	
6100 (1) - Direct Labor - Salaries	
6200 (1) - Direct Labor - Benefits	
6100 (2) - Indirect Labor - Salaries	
6200 (2) - Indirect Labor - Benefits	
6610 - Small Supplies	
6731 - Equipment (less than $5000)	
6733 - Equipment ($5000 or greater)	
6580 (1) - Direct Travel	
6580 (2) - Indirect Travel	
Total Budget	
Total Period 1 Allocation	
Total Un-budgeted	

PERIOD 2 BUDGET

OBJECT CODE	TOTAL
6633 - Fresh Fruits and Vegetables	
6100 (1) - Direct Labor - Salaries	
6200 (1) - Direct Labor - Benefits	
6100 (2) - Indirect Labor - Salaries	
6200 (2) - Indirect Labor - Benefits	
6610 - Small Supplies	
6731 - Equipment (less than $5000)	
6733 - Equipment ($5000 or greater)	
6580 (1) - Direct Travel	
6580 (2) - Indirect Travel	
Total Budget	
Total Period 2 Allocation	
Total Un-budgeted	

YEARLY SERVICE CALENDAR

PERIOD 1

JULY 2022

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2022

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2022

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PERIOD 2

JANUARY 2023

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2023

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2023

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2023

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

= IMPORTANT DATES

TOTAL # OF SERVICE DAYS: _____

MONTH 1: JULY - PLAN

WEEK 1: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

REQUIRED

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

WEEK 2: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

REQUIRED

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

WEEK 3: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

REQUIRED

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

WEEK 4: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

REQUIRED

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 1: JULY - SUMMARY
PERIOD 1

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 1 BUDGET	PERIOD 1 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

JULY 2022

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

IMPORTANT DATES:
- JULY 1ST: FIRST DAY TO UTILIZE PERIOD 1 FUNDS

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 2: AUGUST - PLAN

WEEK 1: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ NUTRITION EDUCATION: _____ MATERIALS/RESOURCES: _____
REQUIRED		**EXTRA**

WEEK 2: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ NUTRITION EDUCATION: _____ MATERIALS/RESOURCES: _____
REQUIRED		**EXTRA**

WEEK 3: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ NUTRITION EDUCATION: _____ MATERIALS/RESOURCES: _____
REQUIRED		**EXTRA**

WEEK 4: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ NUTRITION EDUCATION: _____ MATERIALS/RESOURCES: _____
REQUIRED		**EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 2: AUGUST - SUMMARY
PERIOD 1

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 1 BUDGET	PERIOD 1 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

BRAVOCADO

MONTH 3: SEPTEMBER - PLAN

WEEK 1: _____

DATE: _____	DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____	NUTRITION EDUCATION:
SERVING SIZE: _____	SERVING SIZE: _____	
# OF SERVINGS: _____	# OF SERVINGS: _____	
LOCAL: _____	LOCAL: _____	
PURCHASE UNIT: _____	PURCHASE UNIT: _____	
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____	
# OF UNITS: _____	# OF UNITS: _____	MATERIALS/RESOURCES:
PRICE PER UNIT: _____	PRICE PER UNIT: _____	
OTHER COSTS: _____	OTHER COSTS: _____	
TOTAL COST: _____	TOTAL COST: _____	
DELIVERY DATE: _____	DELIVERY DATE: _____	

REQUIRED   **EXTRA**

WEEK 2: _____

DATE: _____	DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____	NUTRITION EDUCATION:
SERVING SIZE: _____	SERVING SIZE: _____	
# OF SERVINGS: _____	# OF SERVINGS: _____	
LOCAL: _____	LOCAL: _____	
PURCHASE UNIT: _____	PURCHASE UNIT: _____	
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____	
# OF UNITS: _____	# OF UNITS: _____	MATERIALS/RESOURCES:
PRICE PER UNIT: _____	PRICE PER UNIT: _____	
OTHER COSTS: _____	OTHER COSTS: _____	
TOTAL COST: _____	TOTAL COST: _____	
DELIVERY DATE: _____	DELIVERY DATE: _____	

REQUIRED   **EXTRA**

WEEK 3: _____

DATE: _____	DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____	NUTRITION EDUCATION:
SERVING SIZE: _____	SERVING SIZE: _____	
# OF SERVINGS: _____	# OF SERVINGS: _____	
LOCAL: _____	LOCAL: _____	
PURCHASE UNIT: _____	PURCHASE UNIT: _____	
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____	
# OF UNITS: _____	# OF UNITS: _____	MATERIALS/RESOURCES:
PRICE PER UNIT: _____	PRICE PER UNIT: _____	
OTHER COSTS: _____	OTHER COSTS: _____	
TOTAL COST: _____	TOTAL COST: _____	
DELIVERY DATE: _____	DELIVERY DATE: _____	

REQUIRED   **EXTRA**

WEEK 4: _____

DATE: _____	DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____	NUTRITION EDUCATION:
SERVING SIZE: _____	SERVING SIZE: _____	
# OF SERVINGS: _____	# OF SERVINGS: _____	
LOCAL: _____	LOCAL: _____	
PURCHASE UNIT: _____	PURCHASE UNIT: _____	
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____	
# OF UNITS: _____	# OF UNITS: _____	MATERIALS/RESOURCES:
PRICE PER UNIT: _____	PRICE PER UNIT: _____	
OTHER COSTS: _____	OTHER COSTS: _____	
TOTAL COST: _____	TOTAL COST: _____	
DELIVERY DATE: _____	DELIVERY DATE: _____	

REQUIRED   **EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 3: SEPTEMBER - SUMMARY
PERIOD 1

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 1 BUDGET	PERIOD 1 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

SEPTEMBER 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

IMPORTANT DATES:
- SEPT 1ST: BRAVOCADO EXCELLECE AWARD APPLICATION PACKET DUE
- SEPT 30TH: LAST DAY TO UTILIZE PERIOD 1 FUNDS

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 4: OCTOBER - PLAN

WEEK 1: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED **EXTRA**

WEEK 2: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED **EXTRA**

WEEK 3: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED **EXTRA**

WEEK 4: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED **EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 4: OCTOBER - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

OCTOBER 2022

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

IMPORTANT DATES:
- OCT 1ST: FIRST DAY TO UTILIZE PERIOD 2 FUNDS

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 5: NOVEMBER - PLAN

WEEK 1: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED

EXTRA

WEEK 2: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED

EXTRA

WEEK 3: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED

EXTRA

WEEK 4: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED

EXTRA

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 5: NOVEMBER - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 6: DECEMBER - PLAN

WEEK 1: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:
_____
MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 2: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:
_____
MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 3: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:
_____
MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 4: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:
_____
MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 6: DECEMBER - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

DECEMBER 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

IMPORTANT DATES:
- DEC 1ST: PERIOD 1 COMPLETION REPORT (CR) DUE

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 7: JANUARY - PLAN

WEEK 1: _____

DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____
SERVING SIZE: _____	SERVING SIZE: _____
# OF SERVINGS: _____	# OF SERVINGS: _____
LOCAL: _____	LOCAL: _____
PURCHASE UNIT: _____	PURCHASE UNIT: _____
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____
# OF UNITS: _____	# OF UNITS: _____
PRICE PER UNIT: _____	PRICE PER UNIT: _____
OTHER COSTS: _____	OTHER COSTS: _____
TOTAL COST: _____	TOTAL COST: _____
DELIVERY DATE: _____	DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 2: _____

DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____
SERVING SIZE: _____	SERVING SIZE: _____
# OF SERVINGS: _____	# OF SERVINGS: _____
LOCAL: _____	LOCAL: _____
PURCHASE UNIT: _____	PURCHASE UNIT: _____
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____
# OF UNITS: _____	# OF UNITS: _____
PRICE PER UNIT: _____	PRICE PER UNIT: _____
OTHER COSTS: _____	OTHER COSTS: _____
TOTAL COST: _____	TOTAL COST: _____
DELIVERY DATE: _____	DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 3: _____

DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____
SERVING SIZE: _____	SERVING SIZE: _____
# OF SERVINGS: _____	# OF SERVINGS: _____
LOCAL: _____	LOCAL: _____
PURCHASE UNIT: _____	PURCHASE UNIT: _____
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____
# OF UNITS: _____	# OF UNITS: _____
PRICE PER UNIT: _____	PRICE PER UNIT: _____
OTHER COSTS: _____	OTHER COSTS: _____
TOTAL COST: _____	TOTAL COST: _____
DELIVERY DATE: _____	DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 4: _____

DATE: _____	DATE: _____
PRODUCE ITEM: _____	PRODUCE ITEM: _____
SERVING SIZE: _____	SERVING SIZE: _____
# OF SERVINGS: _____	# OF SERVINGS: _____
LOCAL: _____	LOCAL: _____
PURCHASE UNIT: _____	PURCHASE UNIT: _____
SERVINGS PER UNIT: _____	SERVINGS PER UNIT: _____
# OF UNITS: _____	# OF UNITS: _____
PRICE PER UNIT: _____	PRICE PER UNIT: _____
OTHER COSTS: _____	OTHER COSTS: _____
TOTAL COST: _____	TOTAL COST: _____
DELIVERY DATE: _____	DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 7: JANUARY - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

BRAVOCADO

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 8: FEBRUARY - PLAN

WEEK 1: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 2: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 3: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 4: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 8: FEBRUARY - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

BRAVOCADO

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 9: MARCH - PLAN

WEEK 1: _____

DATE: _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **NUTRITION EDUCATION:** _____ **MATERIALS/RESOURCES:**

REQUIRED   **EXTRA**

WEEK 2: _____

DATE: _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **NUTRITION EDUCATION:** _____ **MATERIALS/RESOURCES:**

REQUIRED   **EXTRA**

WEEK 3: _____

DATE: _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **NUTRITION EDUCATION:** _____ **MATERIALS/RESOURCES:**

REQUIRED   **EXTRA**

WEEK 4: _____

DATE: _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **PRODUCE ITEM:** _____ **SERVING SIZE:** _____ **# OF SERVINGS:** _____ **LOCAL:** _____ **PURCHASE UNIT:** _____ **SERVINGS PER UNIT:** _____ **# OF UNITS:** _____ **PRICE PER UNIT:** _____ **OTHER COSTS:** _____ **TOTAL COST:** _____ **DELIVERY DATE:** _____	**DATE:** _____ **NUTRITION EDUCATION:** _____ **MATERIALS/RESOURCES:**

REQUIRED   **EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 9: MARCH - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

BRAVOCADO

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 10: APRIL - PLAN

WEEK 1: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

_____

REQUIRED

EXTRA

WEEK 2: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

_____

REQUIRED

EXTRA

WEEK 3: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

_____

REQUIRED

EXTRA

WEEK 4: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
 # OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
 # OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

_____

REQUIRED

EXTRA

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 10: APRIL - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 11: MAY - PLAN

WEEK 1: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____

MATERIALS/RESOURCES:

_____

REQUIRED   **EXTRA**

WEEK 2: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 3: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

WEEK 4: _____

DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____	DATE: _____ PRODUCE ITEM: _____ SERVING SIZE: _____ # OF SERVINGS: _____ LOCAL: _____ PURCHASE UNIT: _____ SERVINGS PER UNIT: _____ # OF UNITS: _____ PRICE PER UNIT: _____ OTHER COSTS: _____ TOTAL COST: _____ DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____

MATERIALS/RESOURCES:

REQUIRED   **EXTRA**

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 11: MAY - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		

MONTH 12: JUNE - PLAN

WEEK 1: _____

REQUIRED

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

WEEK 2: _____

REQUIRED

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

WEEK 3: _____

REQUIRED

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

WEEK 4: _____

REQUIRED

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
PRODUCE ITEM: _____
SERVING SIZE: _____
OF SERVINGS: _____
LOCAL: _____
PURCHASE UNIT: _____
SERVINGS PER UNIT: _____
OF UNITS: _____
PRICE PER UNIT: _____
OTHER COSTS: _____
TOTAL COST: _____
DELIVERY DATE: _____

DATE: _____
NUTRITION EDUCATION:

_____
MATERIALS/RESOURCES:

EXTRA

PLANNED # OF SERVICE DAYS FOR PROGRAM YEAR: _____

PLANNED # OF SERVICE DAYS FOR THIS MONTH: _____

AVAILABLE FRESH FRUIT AND VEGETABLE BUDGET THIS MONTH: _____

MONTH 12: JUNE - SUMMARY
PERIOD 2

OBJECT CODE	CURRENT MONTH EXPENDITURES	PAST MONTH(S) EXPENDITURES	TOTAL PERIOD 2 BUDGET	PERIOD 2 BUDGET REMAINING
6633 - Fresh Fruits and Vegetables				
6100 (1) - Direct Labor - Salaries				
6200 (1) - Direct Labor - Benefits				
6100 (2) - Indirect Labor - Salaries				
6200 (2) - Indirect Labor - Benefits				
6610 - Small Supplies				
6731 - Equipment (less than $5000)				
6733 - Equipment ($5000 or greater)				
6580 (1) - Direct Travel				
6580 (2) - Indirect Travel				
Total Budget				

JUNE 2023

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

IMPORTANT DATES:
- JUNE 30TH: LAST DAY TO UTILIZE PERIOD 2 FUNDS

	CURRENT MONTH:	YEAR TO DATE:
# OF VARIETIES SERVED:		
AVERAGE WEEKLY FREQUENCY OF SERVICE:		
AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:		
# OF LOCAL PRODUCE ITEMS SERVED:		
% TOTAL FUNDS UTILIZED:		
PARTNERSHIPS:		