

Fresh Fruit and Vegetable Program (FFVP)

FFVP Monthly Service Planner

School Year 2023-2024



[illegible]

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 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					

AUGUST 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		

SEPTEMBER 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

OCTOBER 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				

NOVEMBER 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		

DECEMBER 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						

PERIOD 2

JANUARY 2024

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 2024

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 2024

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 2024

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 2024

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 2024

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						

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: _____

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 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 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					

IMPORTANT DATES:

- FIRST DAY TO UTILIZE PERIOD 1 FUNDS

OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

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				



OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

MONTH 3: SEPTEMBER - 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 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 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:

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

OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

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 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				

IMPORTANT DATES:

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

OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

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				



OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

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 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						

IMPORTANT DATES:

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

OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

MONTH 7: JANUARY - 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 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				



OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT
MONTH:

YEAR TO
DATE:

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				



OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

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				



OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

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				



OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

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				



OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

MONTH 12: JUNE - 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 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 2024

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

OF VARIETIES SERVED:

AVERAGE WEEKLY FREQUENCY OF SERVICE:

AVERAGE WEEKLY FREQUENCY OF NUTRITION EDUCATION:

OF LOCAL PRODUCE ITEMS SERVED:

% TOTAL FUNDS UTILIZED:

PARTNERSHIPS:

CURRENT MONTH:

YEAR TO DATE:

