

**Network for a Healthy California—LAUSD  
 USDA ALLOWABLE/UNALLOWABLE LIST  
 OF ACTIVITIES & EXPENDITURES  
 for All 2009-2010 Awards**

<u>ALLOWABLE ACTIVITIES &amp; EXPENDITURES</u>	<u>UNALLOWABLE ACTIVITIES &amp; EXPENDITURES</u>
<p><b>CLASSROOM COOKING</b>            (as part of nutrition education lessons that promote healthy eating)</p>	
<p><u>Object Code 4310: Food</u> (for instruction, from District Food Services Branch; use the <u>Teacher Food Order Form</u> and submit to the Network for approval before submitting the order).</p> <p><u>Object Code 4501: Materials and Supplies</u> (each item less than \$500.00; see <u>Food Preparation Materials and Supplies</u>)</p> <ul style="list-style-type: none"> <li>• Kitchen tools and appliances: bowls, juicers, pots and pans, etc.</li> <li>• Paper goods, cooking and eating utensils, office supplies, dish soap.</li> </ul> <p><b>Contracted Services: (See Contracted Services section of Allowable/Unallowable expenditures).</b></p> <ul style="list-style-type: none"> <li>• Chefs in the Classroom program: chef to engage students in healthy food demonstration and to promote healthy eating.</li> </ul>	<p>Equipment and supplies that will <b>not be used exclusively</b> for classroom cooking as part of nutrition education lessons.</p> <p>Microwave ovens, convection ovens or toaster ovens.</p> <p>Refrigerators.</p>
<p><b>FOOD FOR NUTRITION EDUCATION</b>            (as part of nutrition education lessons that promote healthy eating)</p>	
<p><u>Object Code 4310: Food</u> (for instruction, from District Food Services Branch; use the <u>Teacher Food Order Form</u> provided and submit to the Network for approval <b>before</b> the order is placed.)</p> <ul style="list-style-type: none"> <li>• Sampling and tasting for: students, staff nutrition education workshops, nutrition events and festivals</li> <li>• Classroom cooking demonstrations</li> </ul>	<p>Food for snacks and meals.            Food for resale.            Food for display purposes.            Food as incentive to encourage attendance at nutrition education classes, ongoing snacks.            Food not listed on the pre-approved <u>Network's Teacher Food Order Form</u>.            The purchase of water for food demonstrations is unallowable, unless approved by the <u>Network</u>.            Food ordered without prior <u>Network</u> approval.</p>

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<p><b>SCIENCE MATERIALS</b>          (nutritional analysis of foods, lessons on the science of nutrition)</p>
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<p><u>Object Code 4310: Instructional Materials</u></p> <ul style="list-style-type: none"> <li>• Chemicals for testing different nutrients.</li> <li>• STC or FOSS Food Chemistry kits.</li> <li>• Laboratory materials for testing foods.</li> <li>• Teachers' guides describing nutrition education teaching strategies.</li> </ul>	<p>Materials that are not clearly related to nutrition education. Purchase of models and charts of the human body and its systems, microscopes, and dental education materials are not permitted with this funding.</p> <p>Materials and supplies that are not district-approved.</p>
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<p><b>ART</b>          (for nutrition education lessons to promote healthy eating)</p>
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<p><u>Object Code 4310: Instructional Materials</u></p> <ul style="list-style-type: none"> <li>• Art supplies (<i>exclusively for artwork that promotes healthy eating and that creates messages that encourage healthy eating choices</i>)</li> <li>• Chalk Festival Supplies</li> </ul> <p><b>Contracted Services (see Contracted Services section of Allowable/Unallowables).</b></p> <ul style="list-style-type: none"> <li>• A muralist to design and paint a nutrition-themed mural as part of an instructional program.</li> <li>• Performances with nutrition themes which engage students in the performance.</li> </ul>	<p>Art materials or personnel costs that do not clearly encourage students and their families to make healthy eating choices.</p> <p>Materials and supplies that are not district-approved.</p> <p>Materials for art projects that do not contain a healthy eating message—see <u>Nutrition Education Materials Guidelines</u> on the <i>Network</i> Web site: <a href="http://www.healthylausd.net">www.healthylausd.net</a></p> <p>Murals without USDA funding information.          Murals not pre-approved by the <i>Network</i>.</p>
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<u>ALLOWABLE ACTIVITIES &amp; EXPENDITURES</u>	<u>UNALLOWABLE ACTIVITIES &amp; EXPENDITURES</u>
<b>NUTRITION-BASED GARDENING</b> (literature promoting healthy eating and physical activity)	
<p><u>Object Code 4210: Books</u></p> <ul style="list-style-type: none"> <li>• See “Books &amp; Literature” on <i>Network</i> Web site.</li> </ul> <p><b>NOTE:</b> <i>Nutrition-based gardening may be a component in your Action, NAC, or Nurse plans; however, only books may be purchased to support gardening activities that reinforce the nutritional component of your program. For additional support for your school garden, see the Nutrition-based Gardening section on the Network Web site.</i></p>	<p>Expenditures for nutrition-based gardening materials or supplies are not allowable. This includes materials for raised beds, seeds, fertilizer, soil and/or amendments, containers, garden tools, plants and/or any other materials associated with the construction, implementation, maintenance of schools gardens.</p>
<b>LITERATURE</b> (for nutrition education lessons)	
<p><u>Object Code 4210: Books</u></p> <ul style="list-style-type: none"> <li>• Literature books for school libraries</li> <li>• Teacher/Nurse reference books</li> </ul> <p>See the <i>Network</i> Web site for more information.</p>	<p>Books that do not have a clear relationship to nutrition education and/or not based on sound nutritional information. Fad diet books.</p>
<b>NUTRITION EDUCATION MATERIALS</b> (for teachers and nurses)	
<p><u>Object Code 4310: Instructional Materials</u></p> <ul style="list-style-type: none"> <li>• Nutrition education materials, videos, brochures, models, charts and other educational materials used to teach healthy eating to students and their parents.</li> </ul> <p><u>Object Code 4501: Materials &amp; Supplies</u> (<i>less than \$500.00</i>)</p> <ul style="list-style-type: none"> <li>• Paper goods, cooking and eating utensils, office supplies, dish soap.</li> <li>• Paper for reproducing materials from the <i>Network</i>.</li> </ul> <p><u>Object Code 4310: Food</u> (<i>for instruction, from District Food Services Branch; use the pre-approved Teacher Food Order Form provided and submit to the Network for approval before the order is placed.</i>)</p>	<p>Medical equipment such as scales, skin fold calipers, glucometers, and sphygmomanometers are not allowable with this funding.</p> <p>Purchase of models and charts of the human body and its systems, microscopes, and dental education materials not permitted with this funding.</p> <p>Foods for snacks or meals are not allowable.</p> <p>Food not on the pre-approved <i>Network Teacher Food Order Form</i>.</p> <p>Any material that endorses or promotes brand name products or retail stores.</p> <p>Any food ordered without pre-approval of the <i>Network</i>.</p>

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<b>NUTRITION EDUCATION WITH PHYSICAL ACTIVITY PROMOTION</b> (Physical Activity promotion must focus primarily on promotion of healthy eating behaviors and must contain a nutrition education component.)	
<p><u>Object Code 4210: Books</u></p> <ul style="list-style-type: none"> <li>• Teacher's nutrition and physical activity guides.</li> </ul> <p><u>Object Code 4310: Instructional Materials</u></p> <ul style="list-style-type: none"> <li>• Pamphlets, posters, audiotapes, and videotapes encouraging nutrition education with physical activity.</li> </ul>	<p>The purchase of physical activity materials or equipment such as balls, parachutes, etc. is not allowable.</p> <p><i>Network</i> funds may not be used to pay teachers to instruct physical activity.</p> <p>Physical activity promotion that does not include nutrition education component.</p> <p>Any service that endorses or promotes brand name products or retail stores.</p> <p>Physical activity supplies for class participants are not allowable except for instructor demonstrations.</p> <p>Physical activity educational materials developed without the <i>Network's</i> prior approval.</p> <p>Physical activity/exercise classes.</p> <p>Physical activity equipment or facilities.</p> <p>The purchase of water for physical activity promotion is unallowable, unless approved by the <i>Network</i>.</p>
<b>FOOD STAMP CHILD NUTRITION PROGRAM PROMOTION</b>	
<p><u>Promotion:</u> Must be conducted in the context of nutrition education, not stand-alone promotion.</p>	<p><u>Outreach:</u> Any activity or set of activities in which the primary objective is to increase participation in the Food Stamp or child nutrition programs through individual applicant assistance, including pre-screening or assisting individuals with completing applications for these programs.</p>

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<b>CONTRACTED SERVICES SECTION</b> <b>(optional services offered by the <i>Network</i>)</b>	
<p><u>Farm Programs:</u></p> <ul style="list-style-type: none"> <li>• <u>Farmer in the Classroom:</u> to provide sampling and tasting and an interactive <b>learning experience for students.</b></li> <li>• <u>Produce Stand:</u> to provide sampling and tasting at a Nutrition fair or other school-wide event.</li> </ul> <p><u>Chef Program:</u></p> <ul style="list-style-type: none"> <li>• A professional chef will come to your school and engage students in an interactive learning experience.</li> </ul> <p><u>Theatrical Presentations:</u></p> <ul style="list-style-type: none"> <li>• Interactive musical performance based on nutrition education for upper elementary students.</li> </ul> <p><u>Muralist:</u></p> <ul style="list-style-type: none"> <li>• Muralist will design and paint a nutrition-themed mural at your school.</li> </ul>	<p>Services not contracted with the <i>Network for a Healthy California—LAUSD.</i></p>
<b>FIELD TRIPS</b> (for nutrition education)	
<p><u>Object code 4310:</u></p> <ul style="list-style-type: none"> <li>• Sampling and tasting of farm-fresh produce through the Farmer in The Classroom program or Produce Stand Program.</li> </ul> <p><u>Object Code 4310: Food</u></p> <ul style="list-style-type: none"> <li>• Sampling of farm-grown produce while visiting a farm.</li> </ul>	<p>Transportation and admission costs for field trips are not allowed with this funding.</p>

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<b>COMPENSATION FOR NETWORK LEADERSHIP PERSONNEL</b>	
<p><u>Object Code 1903</u>: Lead Teacher Compensation</p> <p><u>Object Code 1903</u>: Other Professional Expert Pay (<i>for teachers, administrators, nurses, and other <b>credentialed</b> personnel who perform work outside of their regular assigned hours on nutrition education activities</i>).</p> <p><u>Object Code 2502</u>: Cafeteria Compensation (Overtime) Full-time Food Service Workers for nutrition education work performed outside of their 8 hour assignment.</p> <p><u>Object Code: 2501</u>: Cafeteria Compensation (Additional Time). For nutrition education work performed by Food Service Workers who work between 6.5-8 hours/day. Work must be done outside of their 6.5-8 hour assignment.</p> <p><u>Object Code 2402</u>: Custodial Compensation (Overtime) Full-time custodial staff who assist with clean up and preparation for nutrition education events that take place outside of their 8 hour assignment.</p> <p><u>Object Code 2401</u>: Custodial Compensation (Additional Time). Part-time custodial staff who assist with clean up and preparation for nutrition education events that take place outside of their regular hours of assignment.</p>	<p>Personnel expenses for work that does not directly relate to nutrition education and is performed during one's regular assignment are not allowed.</p> <p>Teacher substitute pay.</p> <p>Non-certificated personnel, such as teacher assistants cannot be compensated.</p> <p>Conference attendance.</p> <p>Health services related to health assessment of recipients; obtaining data on nutritional status, chronic disease, or chronic disease risk assessments, including obesity prevention and/or weight management programs which are billable to Medi-Cal or other medical insurance.</p> <p>Medical nutrition therapy involving the assessment of nutritional status and the assignment of diet, counseling, and/or specialized nutrition therapies to treat an individual's illness or condition.</p> <p>Compensation for cafeteria staff who work less than 6.5 hours/day.</p>