



Office for Prekindergarten through Grade 12 Education  
Child Nutrition Program Administration  
89 Washington Avenue, Room 375EBA, Albany, NY 12234  
(518) 473-8781 Fax (518) 473-0018  
[www.nysed.gov/cn/cnms.htm](http://www.nysed.gov/cn/cnms.htm)

March 3, 2017

Attn: FY 2016 Equipment Grant Awardees

RE: RFP #GC17-013  
Time Period: 5/1/17 – 4/30/18

Dear Sir or Madam:

On behalf of the New York State Education Department, I wish to thank you for your participation in our recent Request-for-Proposal (RFP) listed above. It is the desire of the State Education Department to encourage as much competition as possible. After reviewing your proposal responding to the above referenced RFP, the New York State Education Department is pleased to inform you it has tentatively awarded your organization a grant in the amount noted on the FY 2016 Equipment Grant Award list.

You will receive a final approval notice from our Grants Finance Unit. *No work should be initiated until you receive final notice of approval of your award. All grants, regardless of type or dollar amount, are subject to further review, monitoring, and audit to ensure compliance. SED has the right to recoup funds if the approved activities are not performed and/or the funds are expended inappropriately.*

**The grant resulting from this award will require that grantees accept electronic payments for amounts due on the grant. Additional information and authorization forms are available at the State Comptroller's website at [www.osc.state.ny.us/epay/index.htm](http://www.osc.state.ny.us/epay/index.htm).**

I am the SED Child Nutrition Representative who will be in contact with you during this process. You can reach me at 518-473-8781. I look forward to working with you on this project.

Sincerely,

Tara Webster

School Food Program Specialist 3

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- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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