

Fresh Fruit and Vegetable Program (FFVP) Equipment Justification Form



Equipment over the cost of \$250 that is purchased with FFVP funds must receive approval from the Wisconsin Department of Public Instruction to be eligible for reimbursement. Complete the form below and submit to Kathy Clark via email at kathy.clark@dpi.wi.gov or by fax at 608-267-0363. Obtaining pre-approval is strongly recommended prior to purchase of equipment. **No equipment will be approved for reimbursement without a completed justification form.** All equipment over the cost of \$250 must be purchased prior to December 31, 2016.

School District	
Building Site/School Name	
Contact Person	
Equipment Requested	
Total Cost of Equipment	\$
Justification of Equipment	
Will this piece of equipment be used exclusively for FFVP? If no, what percent of cost will be prorated to FFVP?	<p>_____ Yes</p> <p>_____ No _____ % prorated to FFVP</p> <p style="margin-left: 300px;">\$ _____ (cost attributed to FFVP)</p>
Why is the current equipment not sufficient for needs?	

DPI use only:			
Cost Approved:	Cost Denied:	Signature:	Date: