



***Request for Application: Soy Foods Reimbursement.***

North Dakota Soybean Council is looking to partner with ND schools to support the purchase of soy foods for sampling or menu items on the school's menu during the 2024-25 School Year, or specifically during soy foods month in April 2025.

***Part A: School District (School Food Authority) Data***

***Please type or print legibly.***

School District: \_\_\_\_\_

Site(s) included in this application: \_\_\_\_\_

Name of contact person: \_\_\_\_\_

Phone Number of contact person: \_\_\_\_\_

Email address of contact person: \_\_\_\_\_

***Part B: Please indicate the costs incurred below:***

***Please type or print legibly.***

Soy Food item(s) purchased: \_\_\_\_\_

Number of students impacted: \_\_\_\_\_

Reimbursement amount requested: \$\_\_\_\_\_

Mailing Address of contact person: \_\_\_\_\_

***Part C: General Reaction to Soy Foods in Schools:***

***Please type or print legibly the reaction or comments that students made or had in regard to the soy food(s) that were served.***

\_\_\_\_\_



## Requirements and Allowable Use of Funds from ND Soybean Council:

- The school will invoice ND Soybean Council (NDSC) for items once they have been purchased, not to exceed the total of \$500.
- NDSC funds will be used to help ND schools incorporate more soy-based food items for their students.
- NDSC will be offered the opportunity to have a local soybean farmer, board member, and/or staff representative visit the school to have lunch with the kids when the items are on the menu.
- NDSC may ask school kitchen staff to be part of an upcoming magazine article that covers the school's use of soy-based food products.
- The school will recognize NDSC as a supporter of the meal the purchased products are used for with logo placement, or other recognition. Also, schools that have a social media presence will post about the meals with photos.
- NDSC funds cannot be used for lobbying or political activity.
- NDSC may ask for additional documentation before submitting payment.
- Soy food products do not have to be locally procured to qualify for reimbursement. These items can come from your distributor.

## Timeline:

- Reimbursement requests must be e-mailed to [Shireen Alemadi](#)
- **Funds are to be dispersed to reimburse expended costs by May 31, 2025.**

## Contact Information:

Please contact [Shireen Alemadi](#) for additional questions and information on reimbursement.

Please contact [Amanda Olson](#) NDDPI Farm to School Specialist, for additional questions and information regarding recipes, menus, or procuring items.

## CERTIFICATION

I certify that the information in this application is true and correct to the best of my knowledge; that the document has been duly authorized by the governing body of the above-named applicant; that these funds will be used to reimburse costs incurred while promoting soy foods.

**Authorized Representative**

**Date**