



NM GROWN

Procedures for SFAs



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NM GROWN PROGRAM OVERVIEW FOR SFA'S



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- NM Grown is a State Funded Grant and has different procedures than the NSLP / SSO meal reimbursement procedures.
 - Must use “NM Grown Grant Funds” to purchase food grown in New Mexico
 - Must use “NM Grown Grant Funds” to purchase food using “Approved Supplier Program List”

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- Must use “NM Grown Grant Funds” to purchase food that is harvested recently and/or fresh.

(Minimally processed products like dried pinto beans, posole, chile, chicos, and corn meal are allowable purchases.)

- Must use “NM Grown Grant Funds” to purchase food that supports NSLP, SBP, ASSP, or other Child Nutrition Programs.

(May not be used for community meals)



Common Misconceptions:

Outside of procurement rules, and provided you are using funds to support NSLP/SSO meals:

It is allowable to spend more money than your “NM Grown Grant Money” on locally grown food, using your NSLP/SSO Reimbursements.

Matching Funds:

It is not required that your SFA matches funds for the NM Grown Grant, but it is encouraged.

SFA's that commit to doing so are prioritized during grant funding award process.



REIMBURSEMENT PROCESS

- SFAs submit requests for reimbursement (RfR) in OBMS with appropriate supporting documentation, on a monthly basis. (As funds are spent).
- The Student Success & Wellness Bureau reviews approvals for each RfR; upon program approval, RfRs is routed to PED Fiscal Team for two additional levels of review.
- Upon final approval of the RfR, a voucher is created in SHARE and submitted to DFA for payment processing.
- The OBMS workflow process averages around 30 days for RfRs with required supporting documentation.
- PED reserves the right to rescind unspent funds starting February 1.
- Deadline to submit RfR's for current SY, for NM Grown in OBMS is May 31.