**Frank Edelblut Christine M. Brennan**

Commissioner Deputy Commissioner

STATE OF NEW HAMPSHIRE

**DEPARTMENT OF EDUCATION**

**25 Hall Street**

**Concord, NH 03301**

**TEL. (603) 271-3495**

**FAX (603) 271-1953**

This certifies that meets all of the requirements for

 *(Name of Institution)*

renewing institutions contained in 7 CFR 226.6(b)(2). This means

 *(Name of Institution)*

certifies that:

***For sponsoring organizations only****:*

* The management plan on file with the State agency is complete and up to date;
* No sponsored facility or principal of a sponsored facility is currently on the CACFP National Disqualified List;
* The outside employment policy most recently submitted to the State agency remains current and in effect; and
* All sponsor facility information is current, updated and approved to include licenses. (Site summary attached.)

***For all institutions (sponsoring organizations and independent centers):***

* The names, mailing addresses, and dates of birth of all current institution principals have been submitted to the State agency.
* The Institution itself, and the Institution’s principals, are not currently on the CACFP National Disqualified List;
* The list of any publicly funded programs institution and principals have participated in the past seven years is current;
* The Institution itself, and the Institution’s principals, have not been determined ineligible for any other publicly funded programs due to violation of that Program’s requirements in the past seven years;
* No principals of the Institution have been convicted of any activity that occurred during the past seven years and that indicated a lack of business integrity;
* Ethnic/Racial Data Form for all facilities is completed annually and by the sponsoring organization;
* The Institution is currently compliant with the required performance standards of financial viability and management, administrative capability, and program accountability as described in 7 CFR 226.6(b)(2)(vii); and
* Current Institution site summary has been updated and approved. (Site summary is attached.)

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* Sponsoring organizations and Independent Centers conduct a reconciliation of food service payments funds at least monthly.

Any of the above information that has changed since the initial application has already been submitted to the State agency or is being submitted with this certification.

I certify that the above information is true and correct. I understand that this information is being given in connection with the receipt of Federal funds; that Department Officials may, for cause, verify information, and that deliberate misrepresentation will subject me to prosecution under applicable State and Federal criminal statutes. I understand that this agreement is contingent upon availability of federal funds.

Name of Board Chair, Executive Director, or individual Title

with comparable title

Signature of Board Chair, Executive Director, or Date Signed

individual with comparable title

[USDA Nondiscrimination Statement | Food and Nutrition Service](https://urldefense.com/v3/__https%3A/www.fns.usda.gov/civil-rights/usda-nondiscrimination-statement-other-fns-programs__;!!Oai6dtTQULp8Sw!QkRyajDmRUkECXL6LrycazcGSyIJtyEfNq-0vEBT1notxs2ftGSnWaDgqQo2P9Vci9DsU23UmDMWpcnfTeJdTzIL5gZyh1_L4rZ0$)

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf](https://urldefense.com/v3/__https%3A/www.usda.gov/sites/default/files/documents/USDA-OASCR%2A20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf__;JQ!!Oai6dtTQULp8Sw!QkRyajDmRUkECXL6LrycazcGSyIJtyEfNq-0vEBT1notxs2ftGSnWaDgqQo2P9Vci9DsU23UmDMWpcnfTeJdTzIL5gZyh1Ofy1jK$), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:** U.S. Department of Agriculture
 Office of the Assistant Secretary for Civil Rights
 1400 Independence Avenue, SW
 Washington, D.C. 20250-9410; or
2. **fax:** (833) 256-1665 or (202) 690-7442; or
3. **email:**Program.Intake@usda.gov

This institution is an equal opportunity provider.