

Project Title: School Breakfast Expansion Plan at Lincoln Elementary School
Grant Program: USDA, Child Nutrition School Breakfast Program Expansion Grants for U.S. Territories

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Funds Requested: \$20,000

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The award should be made to:
Expanded Food and Nutrition Education Program (EFNEP)
Rutgers, The State University of New Jersey

Abstract

In 2016, the School Breakfast Program (SBP) served meals to over 14.57 million children in the United States (*SBP Fact Sheet*, 2017). Students who eat breakfast regularly perform better in school, have fewer behavioral problems, and attend school more often (*Research Brief: Breakfast for Learning*, 2016). Without the SBP, students who are food insecure may not have access to nutritious breakfasts at home. The SBP offers an ideal opportunity to serve and model healthy meals to students, in addition to providing a safe meal environment. When the SBP is offered to all students free of charge, it is more likely for all students to participate, and has been shown to be a motivating factor for children to attend school. The current funding for the SBP that offers breakfast free of cost to all students at Lincoln Elementary School is ending. This presents a barrier to students who may not qualify for free breakfasts, but will have difficulty covering the cost of this meal in the future. The essential nutrition and improved academic performance seen by students eating breakfast regularly through the SBP makes this a perfect opportunity to implement our objectives with this grant. We intend to focus our program at Lincoln Elementary School in New Brunswick by meeting the main goals of our project, which are to (a) offer free meals to all students regardless of income, (b) increase nutritional content and/or quality of food served, and (c) increase participation in the SBP.

Institutional Background

This grant will be focused on providing breakfast for Lincoln Elementary School located on 66 Bartlett Street in New Brunswick, New Jersey. This is a coed school who participates in a dress code. The elementary school consists of a 96% Hispanic population. The test scores of the students at this school fall below the state average. Lincoln Elementary has a 20% and 30% math and English score respectively, as compared to the state averages of 50% and 55%. Additionally, 57% of the students within this school come from low income families. There is a 13:1 ratio of students to teachers and a 571:1 ratio of counselors per student, proving to be significantly wider in range than the state levels (Great Schools, 2022).

Rutgers is the land-grant university of New Jersey located in New Brunswick. The mission statement of Rutgers is “Rutgers is dedicated to teaching that meets the highest standards of excellence, to conducting research that breaks new ground, and to providing services, solutions, and clinical care that help individuals and the local, national, and global communities where they live” (Rutgers University). Successful past grants that Rutgers has been involved with through local schools include the expansion of Nature thru Nurture program. This program is designed to offer indoor and outdoor learning experiences to students at local schools and to evaluate improvements on test scores (*Nurture thru Nature*). Another grant received by Rutgers that has been successful in teaching children about nutrition and fitness is the Horizon Foundation Grant which supports the New Jersey Healthy Kids Initiative (NJHKI) (*Horizon Foundation Grant Supports Healthy Choices and Healthy Kids*, 2020). Rutgers is involved with ongoing successful grant projects within the New Brunswick community and beyond.

Rutgers New Jersey Agricultural Experiment Station Cooperative Extension is an organization that was founded through the university that educates people on various science-based topics including healthy lifestyles, food safety and nutrition, and the environment and natural resources (Rutgers NJAES). We have many different programs found within it such as the Department 4-H Youth Development which provides education to children. This program is run mainly by staff and volunteers (Rutgers NJAES). In addition to working with various programs, we work with EFNEP which helps low income families eat healthier and find healthy foods while on a budget. Our EFNEP program was extremely successful and in 2016, we delivered classes to 1,579 adults and 8,362 youth (Rutgers EFNEP). In people who attended the EFNEP classes, 51% of the people used nutrition facts labels more often, showing how effective this program was (Rutgers EFNEP). Part of our mission is to “enhance the quality of life for residents of New Jersey and bring the wealth of knowledge from state university to local communities” and this is done through our science-based programs (Rutgers NJAES). One of our main goals is to help prevent nutrition-related disease or death.

Needs Assessment

The School Breakfast Program (SBP) has served over 2.4 billion breakfasts to children across the U.S. The number of students receiving breakfast from this program has increased from 0.5 million children in 1970, to 14.57 million children in 2016 (*SBP Fact Sheet, 2017*). Schools that participate in SBP improve the attendance, academic performance, nutrition status, and food security of its students. The Food Research and Action Center found that the SBP contributes to food security for low income children, especially when it is offered free of charge (*Research Brief: Breakfast for Health, 2016*). Schools that offer a free SBP find an improvement in attendance, better academic achievement, and less tardiness to classes. Providing breakfast at school is an opportunity to improve the nutrition of students, which contributes to better health outcomes and disease prevention. This is especially true for low income students who do not have access to adequate nutrition in their homes. This data shows how broad of an impact the SBP has. Bringing an expanded SBP program to Lincoln Elementary School in Edison, NJ will increase the number of students that receive breakfast and the also increase the quality of those meals.

A student that is properly nourished is more likely to succeed in school. The SBP improves learning in students who participate and contributes to reducing behavioral, emotional and mental health problems (*Research Brief: Breakfast for Learning, 2016*). Students experiencing hunger are more likely to get lower grades in their classes, and skipping breakfast can impair cognitive functioning. Offering the SBP could potentially help increase the school's test scores. As shown in a Brookings Institution study, test scores of students involved in the school breakfast program improved by up to 40% (Hayes & VanHorn, 2021). Providing students with breakfast also increases their cognitive functions. Adding a SBP is more cost effective than other methods to increase test scores, such as smaller classroom sizes which would involve hiring more teachers and staff.

Serving breakfast in the classroom as opposed to a cafeteria also improved participation in the SBP (*Research Brief: Breakfast for Health*, 2016). A study in 2009, found that students were more likely to eat breakfast if it was served in a classroom and if they were given more time to eat (Hayes & VanHorn, 2021). The main reported barriers from students was that they were either too busy to eat breakfast or that eating breakfast takes too much time. If the students were given an allotted time frame to eat breakfast, this would solve their problems regarding breakfast. It was found that students experience a reduction in stigma and improvement to the nutritional quality of breakfast when they are allowed to eat in the classroom.

Additionally, participation in the SBP was found to increase when it is offered to all students for free. The 57% of students who are low income could greatly benefit from the SBP because this saves them from the hassle and stress of affording a breakfast at home. Students facing food insecurity report feeling fewer symptoms of hunger, which can improve students ability to focus and learn. In addition to education, children who do not eat breakfast have increased behavioral problems (*Research Brief: Breakfast for Behavior*, 2016). It was found that providing breakfast at school leads to less disciplinary office referrals and fewer visits to the nurse. Students who received breakfast were also less likely to be tardy or absent from school. This could be because the free meal is a motivating factor to go to school. It has also been found that low income students face increased food insecurity in the summer months when they do not have access to school meals (*Research Brief: Breakfast for Learning*, 2016). The improvement of food security among students during the school year is likely due to successful programs like the SBP.

A final, but significant point to make about the benefits of the SBP is the improvement in nutritional status for participating students. Breakfast can provide low income students with essential vitamins and minerals that their diets at home may be insufficient in. This additional nutrition is important to support healthy development and prevention of disease. Breakfast is the most important meal of the day. Kids who eat breakfast consume more fiber, calcium, vitamin A, D and C, riboflavin, zinc and iron than children who do not consume breakfast. This is important for students because their only meals could be found in school. Eating breakfast also leads to lower cholesterol levels. In addition to lowering cholesterol, breakfast can cause the students to have healthier bones because they are consuming more calcium and vitamin D. Eating breakfast in the classroom around other people will also emphasize the importance of eating breakfast and can make it into a habit for these students (*Wake Up to the benefits of breakfast!*, 2012). A study performed by the Academy of Nutrition and Dietetics showed that the school breakfast program may have a part in preventing obesity because it encourages students to eat breakfast. Students who consumed school breakfast are associated with having a lower BMI (Gealson & Dodd, 2009). Considering that one in six children in North America is obese, reducing rates of obesity is an important contribution of the SBP (*Child Obesity*).

The current national standard for the SBP can allow meals to be served at a free or reduced price for qualifying incomes, or other eligibility requirements like participation in the Supplemental Nutrition Assistance Program (SNAP) (*The School Breakfast Program*, 2017). If a

student is below 130 percent of the federal poverty level, they receive all of their meals free regardless of which school they attend. Statewide there are differences in eligibility. Currently in New Jersey, funding for free or reduced breakfast varies by district. In order to find this information, it is usually listed on individual school websites, and can vary greatly between schools with a similar percentage of low income students.

To increase participation in the SBP, it will require offering it for free to all students. Student participation increases when the SBP allows students to eat in the classroom after arriving at school. These two factors will have the biggest impact on participation rates in the SBP. Finally, the opportunity to improve the nutritional status of students facing food insecurity cannot be understated. SBP has the potential to impact all students' diets and provide essential nutrition to low income students.

Program Goals and Objectives

1. Offer free meals to 100% of the student population, regardless of income.
2. Increase nutritional content and/or quality of food served; increase protein served to 20g per meal and remove all foods considered to be “highly processed.”
3. Increase breakfast participation at Lincoln Elementary by 90% by the end of the grant funding period.

Offer free meals to 100% of the student population, regardless of income:

One of the objectives in expanding the SBP at Lincoln Elementary School is to provide every student with a free breakfast, regardless of income. This is important because it reduces barriers to students that may be near the poverty line, but do not qualify for free meals. When school meals are offered to every student for free, there is less stigmatization of the children who participate in the program. The implementation of free breakfast would begin immediately at the start of the school year with the award of this grant, making it available for every student in the school. A later objective describes in greater detail how participation in the SBP at Lincoln Elementary will be increased. Throughout the grant period, surveys will be conducted to incorporate feedback on how to make the program more accessible for all students. We hope to tailor the SBP to the needs of the school and continue to improve satisfaction and participation with the ongoing surveys. By offering the program free of cost to all students, we also expect to see an improvement in attendance and a reduction in tardiness. This will help the learning experience for all students by regularly attending school. Additionally, we expect to see an improvement in test scores. This will improve the likeability and acceptance of the school by parents and set students up for success later in academics. Improving the nutritional status of students at Lincoln Elementary is another reason to implement the SBP free of charge. We expect to see fewer visits to the school nurse and a reduction in negative or disruptive classroom behavior. These outcomes will be harder to measure and may not appear in the short timeframe of this grant. We recognize that the effects of offering a free SBP may take time for the school to fully appreciate, but believe the impact of offering a free breakfast to every student will be

substantial. It is our strong belief that implementing free breakfasts will improve the nutrition of all students and positive experience that we predict the students, family and staff will have, will make them likely to advocate for this to be an ongoing program beyond the end of the grant funding.

Increase nutritional content and/or quality of food served; increase protein served to 20g per meal and remove all foods considered to be “highly processed”:

Another objective of our program is to improve the quality of the food served for breakfast. Besides making sure that all students have access to school breakfast, we also want to make sure that the quality of what is being served is up to standard. Improving the nutritional quality of food will help set up students for success. A traditional healthy breakfast includes fiber, protein and healthy fat. This is what will help students be full of energy and feel full so that they can start their school day feeling their best. In contrast, an unhealthy breakfast can make students feel sluggish and not have energy to retain information or have motivation to learn. It also may cause weight gain and increase risk of chronic disease. Hence, it is very important that we meet the standards of a healthy breakfast, as our grant’s goal is to not only make sure that every student is eating this important meal, but to also make sure that what they are consuming is full of nutrients. Our goal is to substitute basic breakfast foods with options that have better nutritional content. Removing excess sugar, trans fats, and carbohydrates is a priority within our goal. To exemplify, we would like to use our budget to substitute all high-sugar cereals, whole milk, high-sugar fruit juices, white toast, and regular plain yogurt. The plan is to substitute these specific foods with whole-grain and high-fiber cereals, fat-free or low-fat milk, low-sugar fruit juices, whole wheat toast, and greek yogurt. Making use of the budget to help procure the same foods, but with better nutrient quality is something that this grant would like to accomplish. Moreover, the budget will also help acquire a variety of different fruits that will help boost vitamin, mineral, and dietary fiber content in a student’s breakfast meal. The elimination of breakfast foods that have no nutritional value such as breakfast pastries, bagels that are not whole grains, and sugary cereals will make room in the budget to incorporate nutritious options for the students. Lastly, after assessing the current Lincoln Elementary School’s breakfast menu, we felt as the menu lacked high quality protein options for students. This grant will allow us to provide students with eggs, lean turkey sausage and other lean protein options. Our mission is to not only provide breakfast for every student, but to make sure that what is being served has a great health value to ensure every student is meeting their nutritional requirements.

Increase breakfast participation at Lincoln Elementary by 90% by the end of the grant funding period:

The last objective is to increase breakfast participation in qualifying schools. Increasing participation is important so that the largest number of students benefit from this. One of the ways we plan on implementing this is by providing students with breakfast in the classroom. By providing breakfast in the classroom, the students would not have to travel anywhere or come

into school early to receive breakfast, they would simply receive it as part of the morning routine. In addition, we would provide the students with an extra ten minutes of homeroom to give the students an allotted amount of time in the morning to consume their breakfast. This would give students who are running late an opportunity to eat breakfast. By giving them extra time to consume their breakfast, we are encouraging the students to have a healthy relationship with food because they are not rushed to shovel down their breakfasts. In addition, students who are able to eat breakfast have less disciplinary actions (*Research Brief: Breakfast for Learning*, 2016). To make sure that enough students are consuming breakfast, we would task the teachers to keep track of which students are eating their breakfast using a roster. It is extremely important to make sure that the majority of students are eating breakfast because eating breakfast increases cognitive function in children which would ensure that they are getting the most out of their education (*Wake Up to the benefits of breakfast!*, 2012). In order to provide incentive, we would tell the students that if they continued to eat breakfast, they would receive an extra ten minutes of recess. Food scraps and increased trash within garbage cans in the school will not be of concern as many meals will consist of non packaged goods with minimal packaging, thus average classroom garbage cans will be filled to levels that are manageable to janitorial staff already hired within the school. If at any point during the monthly improvement surveys we see trash becoming a problem, we will have the breakfast packers come around at the end of the breakfast period with large garbage bins that the school already has to collect any waste. In addition, all the classrooms will have paper towels and a bottle of cleaning solution in case of spills.

Another way to increase the number of students consuming breakfast would be by creating advertisements emphasizing that breakfast is free to all students, regardless of their income. In addition to hanging these advertisements around the school, we would also send them home with the students to show their parents so that it is not fully up to the student to relay the information to their guardians. Parents can encourage their children to eat breakfast at school as well which would remove the financial or time burden of providing breakfast for their children, especially for the 57% of low-income students (Great Schools, 2022). By providing breakfast for the largest number of students as possible, we are ensuring that these students have a nutritionally adequate meal and are able to receive the most out of their education.

Methods/Implementation Plan

Staffing Needs:

Staff Member	Added Duties	New Hire/ Current Staff	Paid/ Unpaid
Food Service Manager	Overseeing the progress of reaching goals, reaching out to food sectors, placing final orders on breakfast foods,	Current Staff	Paid

	ensuring that every employee is staying on track.		
Food Service Manager Assistant	Reviews breakfast participant list, assists head food service manager in the activities and steps needed to accomplish set goals.	New Hire	Paid
Food Service Workers	Help with preparing, packaging, and delivering the breakfast meal bags.	Current Staff	Compensated for extra time worked
Dietetic Interns	Assessing the current menu, creating a nutritional requirement standard for students, creating the new and improved cycle menu every month.	New Hire	Unpaid
Chef	Preparing large quantities of breakfast meals.	Current Staff	Compensated for extra time worked

Along the process of achieving our goals, there are many steps and activities we must accomplish to help us reach the objectives.

Offering free meals to all students regardless of income is something this grant would accomplish. Households who qualify for free breakfast are shown in the table below. (United States Government, 2022).

Household Size*	Maximum Income Level (Per Year)
1	\$25,142
2	\$33,874
3	\$42,606
4	\$51,338
5	\$60,070
6	\$68,802
7	\$77,534
8	\$86,266

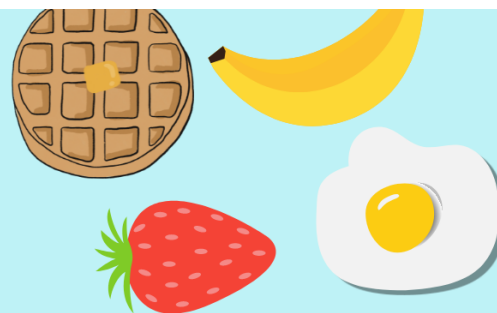
Those who do not fall under the range shown in the table above would currently have to pay for school breakfast and that is something we would like to change. The steps that we will take to make sure that those individuals have school breakfast covered for them includes the following. Assessing how many students are currently not eligible for free lunch is the first step that is needed to take. Currently we have estimated based on research that nearly 60% of the students at Lincoln Elementary School are low-income and are categorically eligible for free breakfast, making it roughly 40% of students who are not. Once we assess exactly how many students are eligible vs not eligible for free breakfast, we can move on to further steps. Once that is done we can appropriately budget out money for how many students will need breakfast covered for. After that is completed, we can successfully utilize the grant's budget to make sure that we have enough money to provide free breakfast for all students. Our budget plan has allocated a large amount of money towards purchasing breakfast foods so that we are able to offer free breakfast for every student regardless of their income. Therefore, the approval of this grant would be amazing so that we are able to provide breakfast to every single student.

The implementation of increasing the quality and nutritional content of breakfast served at Lincoln Elementary is to first assess their current breakfast menu. We will need the help of the Rutgers University dietetic interns to help evaluate the current menu and seek anything that needs changing. The Rutgers University dietetic interns will be doing their community nutrition rotations, and therefore will be completing their duties unpaid. As they will be evaluating the current menu, some of their duties include assessing the elimination of certain menu items and substituting for more nutritious options. Second, the dietetic interns will assess a standard nutritional requirement that the new and improved menu will meet. As they compile a list of substitutions, they will report it back to the food service manager and assistant so that they can

start ordering food items from vendors. We will have current Lincoln Elementary food service workers in charge of packing the breakfasts to be distributed to the classroom each morning. These current food service workers will be compensated for their extra hours worked. Next, we will compile a list of all student's allergies and intolerances to ensure that we are able to cater towards students with allergies or food sensitivities. Adding different meal options for these students will make certain that every student will have access to a nutritious breakfast. Additionally, we will have the current food service manager of Lincoln Elementary School, along with the new hire assistant to explore different food vendors for more nutritious options. With the help of the grant money, we will be able to acquire healthier food alternatives for our students. Displayed below is a sample of a new and improved cycle menu that may be implemented to meet our objective goal.

APRIL

Breakfast



	WEEK 1	WEEK 2	WEEK 3	WEEK 4
MON	Egg White and Cheese Omelette Whole Wheat Toast Grapes Organe Juice Milk	Breakfast Tacos (Whole Wheat Tortillas, Scrambled Eggs, Diced Peppers, Onions and Tomatoes) Apple slices Orange Juice Milk	Greek Yogurt Whole grain English Muffins Banana, Apple Orange Juice Milk	Turkey Sausage, Egg, and Cheese on Whole Grain English Muffin Rasberries and Blackberries Grape juice Milk
TUE	Whole Grain Waffle w/ Syrup Lean Turkey Sausage Clementines Cranberry Juice Milk	Whole Grain Mini Pancakes w/ syrup Scrambled Eggs with Cheese Blueberries Cranberry Juice Milk	Blueberry Whole Grain Pancakes Greek yogurt Oranges Cranberry Juice Milk	Egg White and Cheese Omelette Whole Wheat Toast Grapes Organe Juice Milk
WED	Green Apple Whole Grain Protein Oatmeal Strawberries Apple Juice Milk	Fiber One Whole Grain Cereal Lean Turkey Bacon Banana Apple Juice Milk	Whole Grain Bagel with veggie cream cheese, or jam Canadian turkey bacon Mixed berries cup Apple Juice Milk	Yogurt Parfait with Whole Grain Granola and Berries Hard Boiled Eggs Banana Apple Juice Milk
THU	Yogurt Parfait with Granola Hard Boiled Eggs Banana, Apple Grape Juice Milk	Omelet with Spinach and Cheese Whole Grain English Muffin Berry Fruit Cup Grape Juice Milk	Avocado Whole Wheat Toast Eggs Apple Slices Cranberry Juice Milk	Egg & Cheese on Whole Grain English Muffin Mixed fruit cup Grape Juice Milk
FRI	Breakfast Burrito (Eggs, Cheese, Salsa, Turkey Sausage) Apple Slices Cranberry Juice Milk	Turkey Sausage, Egg, and Cheese on Whole Grain English Muffin Clementines Grape juice Milk	Whole Grain Waffle w/ syrup Lean Turkey Bacon Fruit cup Apple Juice Milk	Protein Infused Acai Bowl Lean Turkey Sausage Oranges Grape Juice Milk

Vegan / Vegetarian/ Allergy Options: Banana and Almond Butter Overnight Oats, Vegan Breakfast Burritos, Protein Smoothies, Blueberry-Orange Greek Yogurt Parfaits, Cinnamon Quinoa Breakfast Bowl, Tofu Scramble

To ensure that every student is participating in eating school breakfast, we have come up with various steps to ensure that it is achieved. Breakfast in the classroom is what we plan to incorporate so that we can keep track that every student is eating breakfast. With the grant's money, we are able to provide free breakfast for all students so therefore, every student will have access to a breakfast meal. Each morning we will have current food service workers pack and distribute breakfast into thermal food bags. They will be compensated extra throughout the span of four months for their extra hours in packing the breakfast bags. These food bags will be put on a rolling cart that will be taken to each homeroom every morning. Each food bag will include the breakfast of the day which includes, the main meal, a fruit, a juice, and a milk. Any students with food allergies or sensitivities will have their food bag with alternatives to help cater to their diet. There will also be a check list of every student's name. We will be asking homeroom teachers to check off their name once a student has taken and eaten their breakfast. This will help us keep track and make sure that every student is participating in eating breakfast. Breakfast will be during homeroom, therefore, we are allocating an extra 10 minutes during this period so that students can take their time and not rush eating the most important meal of the day. We decided to serve breakfast in the classroom because it is a much calmer environment rather than eating in a noisy cafeteria. Although eating breakfast in the cafeteria is an option, we felt that it would be more difficult to keep track of whether students are eating their breakfast or not. Once homeroom is complete, our food service workers will collect the reusable thermal bags along with the checklist and bring it back to the kitchen and hand the list to the food service manager.

This menu is backed by significant scientific research that focuses on the benefits of a high-protein breakfast, especially within school aged children. The recommended daily intake of protein for children aged 9-13 is 34 grams. Therefore, this school breakfast menu will be able to contribute greatly to this consumption (Bau & Rodibaugh, 2014). According to Bao (2014), it is suggested that school breakfast programs should incorporate the following foods as an easy way to include high-quality protein within a child's diet: eggs, greek yogurt, lean breakfast meats such as turkey bacon and sausage.

Evaluation Plan/ Timeline

Outlined below is our plan for how each month will run. The start date of the program will be August 15th which is when we will start allocating funds to order the breakfast pack food items. However, starting preparation early in June will allow us to have ample time to create our cycle menus for each month, ensure surveys are sent out with enough time for parents to fill them out, and listen and implement initial staff and parent feedback. The month of June will be solely focused on sending out an initial survey as to what parents are looking to see in the breakfast program as well as getting a headcount for allergies so we can have breakfast alternatives. We will also be focusing on creating the cycle menus after we receive allergy and food survey feedback. The menus will be finished in the beginning of July and then we will focus on getting a food supplier who can meet our demands for the number of people, types of

food, and budget we have. We will also use the first two weeks of July to hire staff. The last two weeks of July will be focused on training the new staff members, getting a kitchen inspection, and reaching out to the Rutgers ISPP program about bringing on dietetic interns to help with our program. The first week of August will be spent training the dietetic interns on any specific information we want them to know such as how to pack a breakfast, where the classrooms are, and how the entire process will work so they are prepared on the first day of school. The final weeks of August before school starts, we will be sending our information packets about the new and improved breakfast program, trying our recipes with the school's chef's to ensure they are comfortable, and having a final meeting with all the staff to ensure there is no confusion and the first day runs smoothly.

Once school starts and the program kicks off, we will be using September to December to improve any kinks there might be in the program. Each month we will review headcount information from teachers regarding which students got breakfast each day of each month from the roster method stated above. This will allow us to make sure our breakfast program is working the way it should and each child is receiving breakfast. If a student is not eating his or her breakfast we can reach out to the teacher or parent as to why this is happening and how to improve for the next month. Each month will also be spent on looking over any survey feedback we receive and how to implement it to improve the program for the following month or grant period.

Please see the timeline below.

Timeline	Activity Accomplished
June 2023	June 1- 15: -Send out initial survey as to nutritional desires and allergies June 16-30: -Focus on creating 4 cycle menus for 4 months
July 2023	July 1- 15: -Finish cycle menus -Choose food supplier -Hire staffing July 16-July 31st: -Kitchen inspection -Reach out to Rutgers about bringing on dietetic interns
August 2023	August 15-21: -Train Rutgers dietetic interns -Begin training staff

	August 22-31: -Send out information packets to students and families -Test recipes with chefs -Have a meeting with all staff/interns to ensure everyone is clear on how things will run
September 2023	-Get head counts from teachers as to who got breakfast -Send out a survey as to how to improve
October 2023	-Monthly headcount -Look over surveys and improve, if possible
November 2023	-Monthly headcount -Look over surveys and improve, if possible -Begin process of applying for more funding
December 2023	December 1-15: -Monthly headcount -Look over surveys and improve, if possible -Make final decision at end of month on continuation of program

Future Funding/Sustainability

Expenses that are unable to be supported by the grant will be covered through volunteer positions, as described by staffing needs. In order to continue this program throughout the school year after the period ends, the grant will be reapplied for every four months. This will allow for enough money per month in order to ensure optimum effectiveness and success within the proposed program. Additionally, it is also planned that analysis of success will be measured after the first four-month period. From here, the amount of money provided by the grant will be reassessed in case more funds are necessary for the future. The effectiveness of the program will be evaluated based on the monthly surveys and headcounts to ensure the program is sufficient in increasing breakfast intake in children to show more funding is necessary.

Budget

Planned Budget (For 4 Months): Total= \$20,000

Budget Justification (What the money is needed for)	Designated Amount (\$)
Purchasing Food Products <ul style="list-style-type: none"> ● Fresh Produce <ul style="list-style-type: none"> ○ Fruits (bananas, clementines, apples, etc.) ● Lean Protein Options <ul style="list-style-type: none"> ○ Turkey sausage, eggs, lean 	\$10,500

<ul style="list-style-type: none"> • turkey bacon, etc. • Healthier breakfast food substitutions <ul style="list-style-type: none"> ○ Low fat milk, whole wheat toast, no sugar fruit juices, etc. • Options catered towards students with food allergies/sensitivities 	
<p>Hiring Staff</p> <ul style="list-style-type: none"> • Food Service Manager Assistant 	<p>\$7,500</p> <ul style="list-style-type: none"> • For Food Service Assistant: \$4,250 • Raise salary for current workers: \$3,250 <p>**Note: Staff will be hired under a 4-month period so their salary is based off of the four-month plan. When the grant is reapplied for, salary prices may alter.</p>
<p>Purchasing Equipment</p> <ul style="list-style-type: none"> • Non perishable breakfast food carts in each classroom (Rolling carts) • Reusable thermal bags (to keep food warm during the transportation from the kitchen to the classroom) 	<p>\$2,000</p> <ul style="list-style-type: none"> • Rolling Carts: \$500 • Reusable thermal bags: \$1,450

The main part of our budget is going to be the purchasing of higher quality foods. The \$10,500 is going to include the purchasing of fresh fruits, a variety of protein options (eggs and turkey sausage), whole-grain and high-fiber cereals, low-fat milk, low-sugar fruit juices, whole wheat toast, greek yogurt, and any other foods that will help improve the quality of the breakfast meal. Making alternatives to those students who suffer with allergies/sensitivities will also be utilizing this segment of the budget.

\$7,500 will go to hiring and paying new staff members throughout the 4 month period. We plan to hire one food service assistant who will help assist the current food service manager in overseeing the progress of the objectives. The food service assistant will make \$4,250. The remaining \$3,250 will go to current workers who have added hours and more responsibilities to their position in order to help achieve the breakfast program goals.

Purchasing equipment will account for \$2,000 of the budget. We plan to purchase 1 cart per grade (K-4th grade), totaling 5 carts. These carts are going to help transport the breakfast meals from the kitchen to the classrooms. A rolling cart on average goes for about \$100, so we will spend roughly \$500 on rolling carts. We will use reusable thermal bags that will store the hot breakfast meals. We plan to purchase 640 reusable thermal bags so that each student will have a bag for their breakfast. Each case comes with 25 bags and is \$58. We will need to purchase 25 cases, which comes out to be \$1,450.

Something to note is since Lincoln Elementary has a fully functioning kitchen, that alleviates any additional costs of having to buy food service equipment. The school has all the equipment we will need to make the meals so we can focus our budget on purchasing food.

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