



Office of P-20 Education Policy  
Child Nutrition Program Administration  
89 Washington Avenue, Room 375 EBA, Albany, NY 12234  
(518) 473-8781 Fax (518) 473-0018  
[www.cn.nysed.gov](http://www.cn.nysed.gov)

July 7, 2022

To: FY 2021 Equipment Grant Applicants  
Subject: RFP #GC22-004  
Time Period: 7/1/2022-6/30/2023

Dear Sir or Madam:

On behalf of the New York State Education Department (SED), thank you for your proposal in response to the subject RFP.

This letter is to inform you that your proposal has not been selected to receive a grant award.

If you are interested in receiving a debriefing letter on the selection process regarding this RFP, please submit a written request within fifteen (15) calendar days of this letter to Colleen Hasselbach at [foodequip@nysed.gov](mailto:foodequip@nysed.gov). The request must include the SFA name and 12-digit LEA code. A debriefing letter summarizing your proposal's strengths and weaknesses, as well as recommendations for improvement will be sent within ten (10) business days.

If I can be of further assistance regarding this matter, please contact me at 518-473-8781 or email [foodequip@nysed.gov](mailto:foodequip@nysed.gov).

Sincerely,  
  
Colleen Hasselbach  
Contract Management Specialist

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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>, 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](mailto:program.intake@usda.gov)

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