



## TECHNICAL ASSISTANCE NOTE

No. 03-07

Contact:  
Nick Baldwin

### Bureau of School Business Services FOOD AND NUTRITION MANAGEMENT

Charlie Crist, Commissioner

(850) 487-8646  
800/504-6609

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**DATE:** October 9, 2002

**TO:** District School Food Service Directors

**FROM:** Milton T. Tankersley, Administrator  
Food and Nutrition Management

**SUBJECT:** Reimbursement for Health Inspections of School Kitchens

The 2002 Legislature appropriated funds to reimburse school districts for the cost of the required food preparation area inspections conducted by the county health department staff during the 2002-2003 school year.

Please provide our staff with a copy of the billing invoices indicating the number of site inspections performed and the respective charges. *In order to facilitate processing, do not include other documentation such as copies of applications, certificates, or renewal notices.*

Distribution of funds will not occur until all school districts have submitted this documentation. If funds are not sufficient to pay all costs, a pro rata share of the available funds will be distributed to each district.

Billings or invoices should be forwarded to:

Nick Baldwin, Program Specialist  
Department of Education  
Food and Nutrition Management  
325 West Gaines Street, Suite 1122  
Tallahassee, Florida 32399-0400

Thank you for your attention to this matter.

MTT:NB:ld

cc: District School Superintendents  
School Finance Officers  
David Morris  
FNM Staff