

Annual Cycle: Vermont Local Foods Incentive

Apply for the Vermont Local Foods Incentive (LFI): stay organized, track your progress, and plan ahead.

Each season includes important deadlines, best practices, and link to tools to support your team.

SUMMER: TRACK

July 1: New School Fiscal Year Begins

Start tracking all food expenditures for school meals (NSLP, SBP, SSO, SFSP etc.). Local food purchases from this point count toward your local percentage!

Best Practices:

- Meet with your business manager to set up LFI tracking systems
- Source peak-season produce from Vermont farms
- Utilize the [Tracking Template Toolkit](#)

Reminder: Summer meals count! Local purchases during summer programs add to your percentage.

FALL: PREPARE

Prepare Your Application

Organize receipts, invoices, and vendor attestations from the previous year. Determine if you're applying for a Baseline Year or Subsequent Year Grant.

October is Farm to School Month

Celebrate your school's local food heroes and share your story.

Best Practices:

- Download the [LFI Application Template](#)
- Set a calendar reminder for the grant deadline
- Schedule technical assistance with Vermont FEED to help prepare and review your application: kayla@nofavt.org

SPRING: RECEIVE AWARD

April: Grant Awards Distributed

June 30: End of Fiscal Year

Final local food purchases must be made by June 30

Best Practices:

- Conduct a final review of your local food percentage

Reminder: As the school year comes to an end, check your local percentages and adjust purchasing if needed.

WINTER: APPLY

December 9: LFI Application Due

January: Award notifications are made

Applicants may be audited for documentation

Best Practices:

- Prepare purchasing plans for next year
- Strategize your USDA foods & DOD Fresh entitlement to maximize local purchasing
- Contact local vendors early
- Set goals for increasing your percent of local foods next year

Updated August 2025