



# Beef *in the* Classroom

## **Guidelines:**

1. Only beef or veal may be purchased with program funds (beef can be fresh, frozen, or fully cooked).
2. Beef must be used for Family and Consumer Science curriculum only.
3. The educator must complete the Beef in the Classroom Application Form in order to be approved to receive beef reimbursement. Keep in mind that only a limited number of applications will be approved; so be sure to send your applications in early!
4. Once approved, the educator will receive confirmation from the PA Beef Council.
5. The educator can then conduct the beef lesson anytime from January 1-June 30, 2012.
6. The Educator will then return the enclosed Beef in the Classroom Evaluation Form along with the receipt for beef purchases to the PA Beef Council for reimbursement. All receipts must be submitted to the PA Beef Council in a timely manner.
7. After receiving the completed Evaluation Form and grocery receipt, the PA Beef Council will issue a reimbursement check. The check will be made out to the school. No check will be issued to an individual. Checks will not be issued without receipt and Evaluation Form.
8. Please be judicious with your spending/purchasing of beef and take into consideration your class size. We want to be able to provide assistance to as many school districts as possible with the funds we have available.

## **Please note:**

- Funds can only be used in a classroom or lab setting. Funds cannot be used for school BBQ's or other school functions.
- A New Application Form must be filled out for each new school year.
- Failure to follow these guidelines will affect the schools ability to receive funds in the future.

For questions or concerns, contact Kristin Wilkins at

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