



BRIGHT FROM THE START

Georgia Department of Early Care and Learning

2 Martin Luther King Jr. Drive, SE, Suite 754, East Tower, Atlanta, Georgia 30334

DELEGATION OF AUTHORITY FROM AN OFFICER TO A PRINCIPAL

I, _____ am the Commissioner of Dekalb County Recreation Department, and
(Officer's Name) *(Title)* *(Name of Organization)*

hereby grant authorization to Rosemary McGruel, as a legal employee, to act on the behalf of
(Principal's Name)

Dekalb County Recreation Department while conducting business and/or activities pertinent to administering and/or
(Name of Organization)

operating the S.F.S.P Food Program.
(CACFP or SFSP)

Rosemary McGruel is to be considered an agent of the Dekalb County Recreation Department and therefore
(Principal's Name) *(Name of Organization)*

the signature of said agent is binding and causes the Dekalb County Recreation Department to assume all responsibilities connected to or
(Name of Organization)
associated with the signature as they may relate to Dekalb County Recreation Department S.F.S.P Food Program business.
(Name of Organization) *(CACFP or SFSP)*

I, Rosemary McGruel understand that it is my sole responsibility to grant and terminate any such authorization and
(Principal's Name)
to ensure that Bright from the Start receives notice of such grant or termination within 30 days. The attached documentation demonstrates my appointment as Officer, and/or documentation supporting the governing board's approval of the delegation of authority to Rosemary McGruel.
(Principal's Name)

I, Rosemary McGruel, hereby accept my appointment as Principal of with Dekalb County Recreation Department with all
(Principal's Name) *(Name of Organization)*
duties and responsibilities pertinent to this appointment.

I, Rosemary McGruel, hereby declare that I have fully read Bright from the Start's Participation Agreement and understand the terms and conditions of the agreement.
(Principal's Name)

Signature of Officer
Title:
Date:

Rosemary McGruel
Signature of Delegated Principal
Title: S.F.S.P. Coordinator
Date:

Legal Name of Organization: _____

Sworn to and Subscribed before me
This _____ day of _____ 20 _____

Notary Public Signature: _____ My Commission Expires: _____

Bright from the Start: Georgia Department of Early Care and Learning
Delegation of Authority from an Officer to a Responsible Principal and/or Individual

New and existing institutions participating in the Child and Adult Care Food Program (CACFP) or the Summer Food Service Program (SFSP) must complete the *Delegation of Authority from an Officer to a Principal* at the time of submitting a new application or as part of annual application requirements.

Per federal regulations and Bright from the Start's Participation Agreement, institutions agree to accept final financial and administrative responsibility for management of an effective food service operation and to comply with federal regulations for the CACFP and SFSP. Bright from the Start policies require all new and existing institutions to identify and designate an individual that will act on behalf of the institution and becomes Bright from the Start's point of contact, and binds the organization legally, financially and administratively as it pertains to the administration and/or operation of the CACFP or SFSP. A Principal, who must be legally employed by the entity, is also subject to liability, separate and distinct, from the organization as it pertains to the administration and/or operation of the CACFP and SFSP. Officers authorized to delegate authority to Principals must be Officers of the entity and must have the authority to further delegate authority to a responsible Principal. Officers, for the purposes of delegating authority to Principals/Program Contacts, are as follows:

- Governing board members for public or private non-profit entities
- Partners within for-profit partnerships
- Council/commission representatives of government entities
- University/college presidents and/or Board of Regent members
- Church body leader (i.e., Board of Deacons or Trustees) for faith-based organizations that do not have a separate and distinct non-profit organization

Therefore, institutions must submit the Form and documentation to support the Officer's authority to further delegate authority to a responsible Principal upon application to the Programs and when any changes to the Principal are made. Below is a list of acceptable documentation:

Public or Private Non-Profit Entities:

- Official, signed board meeting minutes, which at a minimum include the names of all members in attendance at the meeting, demonstration by vote that the entity accepts full responsibility to participate in the CACFP or SFSP, and acceptance of appointment by the Principal.

For-Profit Entities (entities required to have governing boards and/or partnerships only):

- Corporations: Official, signed board meeting minutes, which at a minimum include the names of all members in attendance at the meeting, demonstration by vote that the entity accepts full responsibility to participate in the CACFP or SFSP, and acceptance of appointment by the responsible Principal. **OR,**
- Partnerships: Official, signed letter between partners acknowledging participation in the CACFP or SFSP, acceptance of full responsibility for participation in the CACFP or SFSP, and appointment of the responsible Principal by all Partners.

Government Entities:

- Council Resolution or board meeting minutes, which at a minimum includes, authorization from the governing body to participate in the CACFP or SFSP, identifies the Principal or Individual that accepts full responsibility for the entity's participation in the CACFP or SFSP, and acceptance of appointment by the responsible Principal.

Colleges/Universities

- Official, signed letter from a college or university president acknowledging participation in the CACFP or SFSP, acceptance of full responsibility for participation in the CACFP or SFSP, and appointment of the responsible Principal.

Faith-Based Organizations (Churches without a separate and distinct non-profit organization):

- Official, signed board meeting minutes, which at a minimum include the names of all members in attendance at the meeting, demonstration by vote that the governing body accepts full responsibility for the organization's participation in the CACFP or SFSP, and acceptance of appointment by the responsible Principal.
- Signed, notarized letter from the Organization's church body leader, if not a member of the governing body (i.e., board of Deacons or Trustees), approving and acknowledging participation in the CACFP or SFSP, and granting authority to the governing body to act on behalf of the church when participating in the CACFP or SFSP.

Contact the Policy Administrator at 404.651.8193 for questions concerning this form or documentation requirements.



Agreement to Furnish Food Service for the Summer Food Service Program 2026

This agreement is made and entered into between DeKalb County School District and DeKalb County Government. WHEREAS the DeKalb County School District agrees to provide daily unitized meals inclusive of milk to DeKalb County Government for the rates herein listed:

Price Per Meal	Meal Type		# Meals Needed Per Day		# of Operating Days for Meals, Contract Period	Estimated Total Cost for Food Service Contract
\$3.014	Breakfast	X	2,000	X	28	\$168,784.00
\$5.206	Lunch	X	2,400	X	28	\$349,843.20
					Estimated Total Cost	\$518,627.20

Optional Delivery: Refrigerated Trucks

Price Per Truck	Service Type		# of Trucks Per Day		# of Rental Days for Contract Period	Estimated Total Cost for Food Delivery
\$217.18/day	Delivery	X	3	X	46	\$29,970.84
						Mileage Rate \$0.25/mile & Refrigeration Rate \$1.95/hour
22% of Price per Truck	Driver / Fuel	X	3	X	46	\$6,593.58
					Estimated Total Cost	\$36,564.42

Estimated Grand Total Cost = \$555,191.62

It is further agreed that the DeKalb County School District, pursuant to the provisions of the Summer Food Service Program regulations, 7 CFR Part 225, will assure that said meals meet the minimum meal pattern requirements as to components and portion sizes, as found in School Food Service Program ("SFSP") regulations 225.16 and SFSP Food Crediting Guide, and will maintain full and accurate records that DeKalb County Government will need to meet its responsibility, including menu records containing the amount of food prepared and daily number of meals delivered by type. It is further understood that DeKalb County Government is ultimately responsible for documenting and assuring nutritional adequacy according to 7 CFR 225.

These records must be reported to the DeKalb County Government promptly by the last calendar day of the month. DeKalb County School District agrees also to retain school nutrition program accountability records required under the preceding clause for a period of five (5) years plus the current year from the date of receipt of final payment under this agreement (or longer, if an audit is in progress); and upon request, make all accounts and records pertaining to the Program available to Bright From the Start, Georgia Department of Early Care and Learning, Georgia Department of Education-School Nutrition Division, USDA and the General Accounting Office for audit or administrative review at a reasonable time and place.

Refrigerated Truck Delivery/Transportation. Delivery option includes cost of truck rental, driver, and fuel expense. Vendor selection for truck rental will be chosen based on three (3) quotes. The lowest and most responsive vendor of the three quotes will be selected to provide services. If delivery option is not selected, DeKalb County Parks and Recreation agrees to pick up meals from designated hub site. Meals must be contained in appropriate transporting equipment. All temperatures should be taken prior to pick up and again upon delivery.

Reconciliation. DeKalb County School District will provide a list of meals served to DeKalb County Government biweekly for meal reconciliation. Once meals have been reconciled by both Parties and invoice will be generated and issued to DeKalb County Government.

Payment. The DeKalb County School District shall send an itemized invoice by certified mail addressed to: **Mason Mill Recreation Center, 1340-8 McConnell Drive, Decatur, GA 30033 Attn: Rose Myrick.** Within thirty (30) days of receipt of

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the itemized invoice, the DeKalb County Government shall remit payment to the District by certified mail addressed to: DeKalb County School District, School Nutrition Department, 1780 Montreal Road, Tucker, GA 30084, Attn: Conduš Shuman, Director, School Nutrition.

Entire Agreement. This agreement constitutes the entire agreement between the Parties with respect to the matters set forth herein and supersedes all prior, contemporaneous, written or oral negotiations, agreements, or understandings between the Parties regarding such matters.

Modification. This agreement may not be changed, modified, amended or altered except in a written agreement signed by the Parties.

Governing Law. This agreement shall be governed by and construed and enforced in accordance with the laws of the State of Georgia. All actions or proceedings arising out of or related to this Agreement shall be brought in the state or federal courts located in or for DeKalb County, Georgia. Each Party hereby unconditionally and irrevocably consents to the jurisdiction of such courts and waives its rights to bring any

action or proceedings against the other Party except in such courts.

Effective Period of Agreement. This Agreement shall be effective as of June 04, 2026 until June 30, 2026. The Agreement shall automatically renew on July 01, 2026 through July 20, 2026, unless a notice to terminate is given in writing by any Party to the other Party, at least 10 days prior to the date of termination. Unless terminated earlier in accordance with this Agreement, this Agreement shall automatically terminate absolutely and without further obligation on the part of DeKalb County School District on July 20, 2026. This Agreement may also be terminated by notice in writing given by any Party to the other Party, at least 10 days prior to the date of termination.

IN WITNESS THEREOF, the parties here to have executed this agreement as of the dates indicated below:

DeKalb County School District
Dr. Norman C. Sauce III
Interim Superintendent

DeKalb County, Government
Lorraine Cochran-Johnson
Chief Executive Officer

Date: MM/DD/YY

Date: MM/DD/YY

This institution is an equal opportunity provider and employer. The Summer Food Service Program is an equal opportunity program. If you believe you or anyone has been discriminated against because of race, color, national origin, sex, age, or disability, write immediately to: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington D.C. 20250-9410 or call (800) 795-3272 or (202)720-5382.

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Monthly Contract Breakdown

JUNE 2026

Price Per Meal	Meal Type		# Meals Needed Per Day		# of Operating Days for Meals Contract Period		Estimated Total Cost for Food Service Contract
\$3.014	Breakfast	X	2,000	X	16		\$96,448.00
\$5.206	Lunch	X	2,400	X	16		\$199,910.40
						Estimated Subtotal Meal Cost	\$296,358.40

Optional Delivery: Refrigerated Trucks

Price Per Truck	Service Type		# of Trucks Per Day		# of Rental Days for Contract Period		Estimated Total Cost for Food Delivery
\$217.18/day	Delivery	X	3	X	26		\$16,940.04
22%	Driver / Fuel	X	3	X	26		\$3,726.81
						Estimated Subtotal Transportation Cost	\$20,666.85

*Plus, Mileage Rate of \$0.25/mile and Refrigeration Rate of \$1.95/hour

Total Estimated Cost for June 2026 = \$317,025.25*

JULY 2026

Price Per Meal	Meal Type		# Meals Needed Per Day		# of Operating Days for Meals Contract Period		Estimated Total Cost for Food Service Contract
\$3.014	Breakfast	X	2,000	X	12		\$72,336.00
\$5.206	Lunch	X	2,400	X	12		\$149,932.80
						Estimated Subtotal Meal Cost	\$222,268.80

Optional Delivery: Refrigerated Trucks

Price Per Truck	Service Type		# of Trucks Per Day		# of Rental Days for Contract Period		Estimated Total Cost for Food Delivery
\$217.18/day	Delivery	X	3	X	20		\$13,030.80
22%	Driver / Fuel	X	3	X	20		\$2,866.78
			*Mileage Rate of \$0.25/mile			Estimated Subtotal Transportation Cost	\$15,897.58

*Plus, Mileage Rate of \$0.25/mile and Refrigeration Rate of \$1.95/hour

Total Estimated Cost for July 2026 = \$238,166.38

Estimated Grand Total = \$555,191.62

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