



## School Nutrition Programs

This institution is an equal opportunity provider.

This weekly newsletter from the Indiana Department of Education (IDOE) is dedicated to providing education, training, and technical assistance opportunities to school nutrition professionals, helping to ensure seamless operations for those participating in the U.S. Department of Agriculture's (USDA's) Child Nutrition Programs. If you are the food service contact for your school or facility, please be certain that everyone on your team has access to this important information.

## Tip of the Week

**Allowable Cost Reminders**  
The Nonprofit School Food Service Account (Fund 0800) receives federal funds through reimbursable meal and program claims. This means the account is considered a federal fund and all expenditures must be reasonable, necessary, and directly tied to the program (allocable) in order to be allowable. Items purchased must be intended for the sole use, operation, and improvement of the Child Nutrition Programs. The intent of a purchase should always be kept in mind.

**Upcoming webinar:** IDOE will host an allowable costs webinar on Tuesday, September 23, at 10 a.m. ET. This webinar will be an overview of allowable costs to the Nonprofit School Food Service Account. During the training we will review labor charging requirements, allowable vs unallowable costs, direct vs indirect costs and more. We encourage Food Service Directors, Business Managers, CFOs and Treasurers to attend. Register [here](#).

## Important Updates

**Annual Financial Report (AFR) Due Friday**  
The due date for the AFR is Friday, September 5. Please have your AFR submitted by the due date to avoid a possible hold on claims payments.

**September is National Food Safety Education Month!**  
Each week, we will highlight a training topic to discuss with your staff. The updated [Indiana Food Code](#) specifies there must be signage at all handwashing stations utilized by food service staff that informs employees to wash their hands before returning to work. That includes restrooms and kitchen hand washing stations. See resources below to train your employees on the importance of hand washing in food service.

- [Handwashing Short](#) (video file)
- [Handwashing Fact Sheet](#)
- [Effective Handwashing](#)
- [When to Wash Your Hands](#)
- [Handwashing Signage](#) option 1
- [Handwashing Signage](#) option 2

## Farm to School

**Food Day Toolkit Release**  
The final Food Day Toolkit of 2025 has been released. This resource focuses on lessons and activities about corn. Activities are designed for use in both the cafeteria and classroom! Toolkits can be accessed [here](#). If you have not, [register](#) today!

**Food Day Success Assistance**  
Planning your Food Day or Apple Crunch event and need additional help? Whether it is shucking corn, chopping apples, taking photos, providing an educational lesson, manning a taste test booth, or setting up decorations, we are here for you! Email [F2S@doe.in.gov](mailto:F2S@doe.in.gov) to request help.

**Indiana Grown for Schools Recipe Contest**  
The Indiana Grown for Schools Network and FCCLA is hosting a statewide recipe contest open to all high school students to showcase creativity in the kitchen. The challenge? Celebrate Food Day or Apple Crunch by featuring a locally-grown corn product or apple as the star of an entree, side dish, or dessert. To help you cook up your best ideas, we'll be providing a recorded 20-minute lesson on school nutrition programs. Find all contest resources [here](#) and make sure to submit your recipe [here](#), before Friday, September 19th! For more details, reach out to [Sophie Lindley](#).

## USDA Foods

**Frozen Strawberry Cups Cancelled in 2026**  
Frozen strawberry cups 100256 have been cancelled from January to April 2026 per USDA due to vendor constraints. The strawberry cups scheduled for September to December 2025 will not be affected at this time. Please plan your menu and substitutions accordingly.

**Food Distribution Program Year at a Glance Calendar**  
Our [Year At-A-Glance Calendar](#) offers school year reminders on one page, making it easy to map out events and schedules.

**Updated Processing Companies and Manufacturers Broker's List**  
Do you need to contact your processing company brokers? Here's the link to the [Processing Brokers and Manufacturers List](#). This list contains Broker contact information and the corresponding companies they represent.

**Direct Delivered (Brown Box) USDA Foods**  
The Food Distribution Program (FDP) is now open in CNPweb. Please recertify as soon as possible.

**Department of Defense (DoD) Fresh Fruits and Vegetables Program Funds**  
DoD allocations and sites have been entered into the Fresh Fruits and Vegetables Order Receipt System ([FFAVORS](#)). Schools must complete the e-Authentication process by creating a [FFAVORS](#) account if not previously done. Following this action, the Defense Logistics Agency (DLA) will create a profile in order for the school to begin placing produce orders. As a reminder, schools must enter their Department of Defense (DoD) Program receipts into the Fresh Fruits and Vegetables Order Receipt System ([FFAVORS](#)) within two calendar days after the produce is delivered to your school.

**USDA Foods Recipes**  
Use your USDA Foods frozen [blueberries](#) for this [berry cornmeal muffins](#) recipe. This recipe may need to be adjusted to meet serving sizes and meal patterns.



## Procurement

**New Resources**  
There are several new and updated documents for procurement. Visit our procurement website, [here](#). Ensure that the SFA is completing forms that explicitly state that the FSMC should not complete them.

## Training and Webinar Opportunities

**September Webinars**

- Back to School Updates and Reminders, Tuesday, September 10, at 2 p.m. ET.
- Food Day: Popcorn, Tuesday, September 10, at 3:30 p.m. ET.
- Allowable Costs, Tuesday, September 23, at 10 a.m. ET.
- Verification Preparation, Tuesday, September 23, at 2 p.m. ET.
- Harvest to Lunchroom for Indiana Food Day, Thursday, September 25, at 2 p.m. ET.
- Traditional Verification Methods, Tuesday, September 30, at 10 a.m. ET.

Read more about these topics and register [here](#).

Please note: Artificial Intelligence (AI) notetakers must be disabled when attending an online training webinar or meeting hosted by IDOE's School and Community Nutrition team. For more information, view our AI policy [here](#).

## Reminders

**Work-Based Learning Resources**  
As the new high school diploma requirements come into play for students entering high school this year, school nutrition departments may be asked to accommodate students seeking work-based learning opportunities. The Employment, Employment Plus, and the Enrollment Plus honors seals require students to obtain work-based learning experience. There are two types of work-based learning options. The first is project based learning in the form of a micro-internship (25 hours) and the other is a full internship opportunity (75 hours).

Work-based learning is not limited to making and serving food. Perhaps you have a student interested in mathematics who could conduct a food waste survey and calculate the monetary loss of uneaten food, or another interested in marketing who could create some graphics or other promotional materials. See the resources below for more information and ideas.

- [Project-Based Micro-Internship Ideas](#)
- [Work-Based Learning Internship in School Nutrition](#)
- [Internship Agreement](#)
- [Kitchen Manager Resources for Work-Based Learning](#)

## Updates from Our Partners

**Culinary Institute of Child Nutrition Webinar: Using Scratch and Speed Scratch Recipes**  
Making the shift from less processed foods to scratch and speed-scratch recipes can feel overwhelming, but it doesn't have to be. In this engaging webinar, school nutrition operators will share successful tips for incorporating both scratch and speed-scratch recipes. Participants will gain insights from operators who have successfully streamlined menu planning, including batch-cooking, rotating ingredient bases, as well as implemented scratch and speed-scratch recipes in their school meal programs. Thursday, September 4, at 3 p.m. ET. Register [here](#).

**American Dairy Association Fuel Up Milk Poster Giveaway**  
Fuel Up launched a Milk Poster Contest beginning Monday, August 19, through Friday, September 5. These vibrant, student-friendly milk posters were designed to promote milk's benefits - growth, strength, and focus - right where students choose their meals! Each school in a district can submit a set of 3 posters. First come, first served. See the [Fuel Up flyer](#) for more information.

## Upcoming Dates



Friday, September 5	Annual Financial Report Due Date
Wednesday, September 10, at 2p.m. ET	<a href="#">Back to School Updates and Reminders Webinar</a>
Wednesday September 10 at 3:30 ET	<a href="#">Food Day Popcorn Webinar</a>
Tuesday September 23 at 10 a.m. ET	<a href="#">Allowable Costs Webinar</a>
Tuesday, September 23 at 2 p.m. ET	<a href="#">Verification Preparation Webinar</a>
Monday, September 29	<a href="#">Final claim day for July Claims</a>
Tuesday, September 30 at 10 a.m. ET	<a href="#">Traditional Verification Methods Webinar</a>

## Additional Resources

School Nutrition Programs Calendar

IDOE's Nutrition Webpage

CNPweb

