



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

Health Department Notification

Each sponsor must notify the local health department of their program operations annually. Program renewal is a great time to notify your local health department. IDOE has a [notification letter template](#) that schools can use to fulfill this requirement.

To use this template, either make a copy in Google or download the document in your preferred format.

Important Updates

Annual Financial Report (AFR) is Now Open

The 2025 AFR is now open in CNPweb and is due by Monday, September 1. Join us for a repeat weekly webinar series that will walk through the AFR including required information, errors vs. warnings, helpful resources, and much more. Webinar dates and times can be found below under "Training and Webinar Opportunities."

Please review the step-by-step [AFR Instructions](#) for more information about the report. Use the [School and Community Nutrition \(SCN\) Help Form](#) to send any questions you may have.

CNPweb Program Year (PY) 2026 is Open

PY 2026 is now open. Each sponsor must complete the program renewal application. Sponsors that will submit a July reimbursement claim must be in approved status by Tuesday, September 30, and should submit their application at the earliest convenience. Instructions for submitting the application can be found [here](#).

Required Moodle training for renewal:

- Ethics - to be completed by a school corporation employee
- Civil Rights - to be completed by a school corporation employee
- New! After School Snack Program (ASSP)- all sponsors operating ASSP in one or more site must take this training and upload the certificate within the checklist. Check out the [CNPweb Instructions](#) for more information.

When completing the renewal applications, sponsors operating the Community Eligibility Provision (CEP) option should see CEP within the drop-down options under the National School Lunch and School Breakfast sections. If this option is missing, contact us in the [CNPweb Help Form](#). Once the sponsor and site applications are completed and the required checklist items are handled, CEP sponsors will need to reach out in the [CNPweb Help Form](#) to let us know that they are ready for approval. Submit any questions or issues with CNPweb renewal [here](#).

Direct Certification (DC) Not Available

- The School Nutrition Team is waiting on DC updates to be posted into our system by the developer. In the meantime, remember to reach out to your Student Information System (SIS) or Point of Sale (POS) companies to let them know about the download file format change. Send along the template spreadsheet [here](#). Submit DC questions through our updated [CNPweb Help Form](#).

Farm to School

Apple Crunch and Food Day Recipe Collection Request

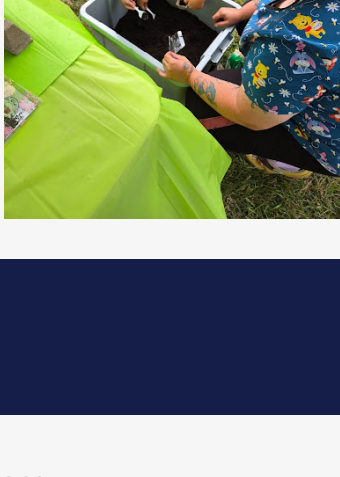
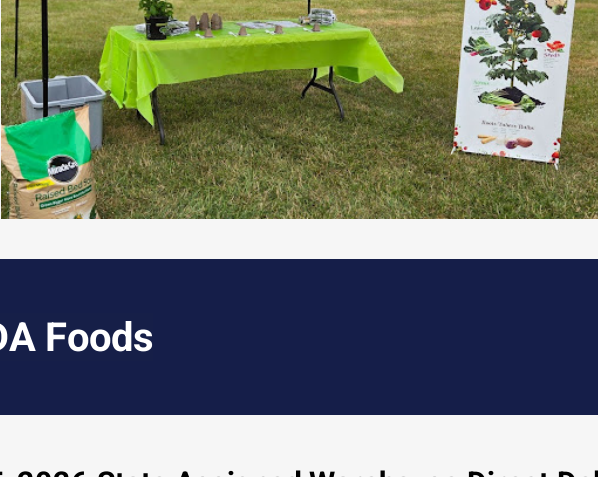
One of the resources developed for Food Day and Apple Crunch will contain a compilation of recipes. If you have a recipe using apples or a corn-based product that you love, send it to [f2s@doe.in.gov](mailto:f2s@doe.in.gov) so it can be included in the toolkits. Don't forget registration for both events is open now! Sign up for [Apple Crunch](#) and [Food Day](#) today to receive resources while supplies last.

Local Foods Farmer Highlight Resource

Did you know there is a template to highlight the farmer that you purchase from or the local item purchased? Simply visit the Indiana Grown for Schools website and download the template [here](#). Plug in the information you want to highlight, add their photo, and display the flyer on the cafeteria line so students can learn where the food is coming from! Need help filling it out or making any other farm to school marketing material? Please reach out to [f2s@doe.in.gov](mailto:f2s@doe.in.gov).

School Highlight Portage Township Schools

To celebrate this year's Farm to Summer promotion, Season Your Summer, Portage Township Schools held a seed planting day to get their students excited about basil and educate students on the different parts of the plant. Seeds are still available for summer operators - whether the plan is to send seed packets home with students or to plan a seed planting day at the summer feeding site. The goal is to educate students on the power of herbs! Sign up for free basil seeds [here](#).



USDA Foods

2025-2026 State Assigned Warehouse Direct Delivery (Brown Box) Regions

There are three state assigned warehouses that will deliver direct delivered USDA Foods to schools. They are Dilgard Frozen Foods, Stanz Foodservice, and Wabash Foods. Dilgard Frozen Foods is changing its name to VanEerden Foodservice and will cover regions 2 and 4 which are the northeast and central southeast areas. Stanz Foodservice has changed its name to Raydia Group and will cover regions 1 and 3. These are the north west and central west regions. Finally, Wabash Foodservice will cover the southern portion of the state. Here is the [State Assigned Warehouse Delivery Map](#) and the [List of State Assigned Warehouses and Associated Regions](#). Both provide delivery area information. Direct delivered USDA Foods deliveries begin in late September or early October.

Direct Delivered (Brown Box) USDA Foods

IDOE is conducting physical inventory counts at the state warehouses and completing reconciliation for school year 2025-2026. IDOE will notify schools via this newsletter when the Food Distribution Program (FDP) opens in CNPweb.

USDA Foods Carryover and Newly Deposited/Loaded Pounds Available at the Processing Companies

Carryover pounds from school year 2024-2025 and processor pounds deposited/loaded for school year 2025-2026 should be available to begin drawing down as we approach Thursday, July 31. Schools should review, manage and maintain pound balances in the commodity tracking websites [K12 Foodservice](#) and [ProcessorLink](#).

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 a school representative, if this has not previously been 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 [shredded cheddar](#), [sliced american](#) and/or [mozzarella](#) cheeses for this [macaroni and cheese](#) recipe. This recipe may need to be adjusted to meet serving sizes and meal patterns.



Training and Webinar Opportunities

AFR Training

A weekly webinar series will walk through the AFR including required information, errors vs. warnings, helpful resources, and much more.

- Thursday, July 24, at 1 p.m. ET. [Register here](#).
- Wednesday, July 30, at 10 a.m. ET. [Register here](#).
- Tuesday, August 5, at 10 a.m. ET. [Register here](#).

Free and Reduced Training Series

Free and reduced meal benefits processors must be trained annually. The following training series will meet the requirements. For details on each webinar and to register, visit [here](#).

- Direct Certification (DC) Basics on Thursday, July 31, at 3 p.m. (Repeat session from July 10)
- Free and Reduced Application Processing on Tuesday, July 29, at 10 a.m. ET (Repeat session from July 10)
- New day and time!** Processing Possible Matches on Thursday, July 17, at 10 a.m. ET
  - Due to a schedule conflict, this session was changed.
- Eligibility Disclosure on Tuesday, July 22, at 2 p.m. ET
- Verification for Cause on Thursday, July 24, at 10 a.m. ET

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

The CNPweb Help Form Has Moved

The CNPweb Help Form has moved from Google Forms to Jira. The new help form can be accessed [here](#). The link for the Google Form will direct users to the new system for the next few weeks and then the form will be closed. If you have the old form link saved to your bookmarks, please update it today!

Equipment Grant Update

Thank you to everyone who applied for IDOE's 2024 Equipment Grant. All applications have been reviewed; however, funding was not available for every project requesting support. All SFAs were notified whether they have been awarded a grant by Friday, July 11. Other equipment grant opportunities may be available through [No Kid Hungry \(NKH\)](#) and [American Dairy Association](#). Contact [SCNfinance@doe.in.gov](mailto:SCNfinance@doe.in.gov) with any questions.

DEX Reporting – Waiting to Send Data Until First Day of School Not Required

It is no longer necessary to wait until the first day of the school calendar to begin sending enrollment (SSA) records to Data Exchange (DEX). IDOE will begin showing data that has been provided to DEX as of Tuesday, July 15, and will begin running validations against the data.

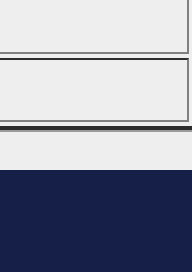
- Allowing this data to be provided will alert school staff if there are any concerns with a student being reported in 4th grade. They will have time to determine if the student qualifies for a GCE grade level reason. They will have time to determine if the student must be in 3rd grade, contact parents, make updates to their schedules, etc. The earlier they have this information the better for school staff, parents, and students.
- Allowing this data to be provided will also assist with the new IEP/ILP system which is set to go live on Friday, July 18. PowerSchool Special Programs (PSSP) will begin 'pulling' enrollment data from DEX which in turn will allow school staff to have access to student files within the special program's software.

Updates from Our Partners

Upcoming Grant: Lake Michigan School Food System Innovation Hub Funding

The Lake Michigan School Food System Innovation Hub funds community-driven collaborations that reimagine school meals. The next round of funding will be for Spark Awards. While the application is not open yet, there will be office hours held so you can start planning your project. Additional grant cycles will continue through 2028. Spark Awards fund projects that need a short-term infusion of funds for school food system and marketplace improvements, such as capacity-building, planning, and product testing projects. Learn more about the Innovation Hub and grant [here](#).

Upcoming Dates



Thursday, July 24	<a href="#">AFR Training</a> at 1 p.m. ET
Wednesday, July 30	<a href="#">AFR Training</a> at 10 a.m. ET
Wednesday, July 30	<a href="#">Final date to submit May claim for reimbursement.</a>
Tuesday, August 5	<a href="#">AFR Training</a> at 10 a.m. ET