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## School Nutrition Programs Newsletter from the Indiana Department of Education



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Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

## School Nutrition Programs

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

#### Meal Benefit Approval by Medicaid Participation

Sponsors are reminded that participation in Medicaid is not an automatic qualifier for school meal benefits. Only those found in the Direct Certification (DC) system as qualifying for benefits by Medicaid free (source code M) or reduced (source code R) can be approved. Medicaid case numbers cannot be accepted at face value and should not be accepted or included in the wording in the case number section of any meal benefit application (paper or online). Review the Medicaid Fact Sheet as well as the Medicaid FAQ for Parents on the [DC webpage](#).

### Important Updates

#### CNPweb Program Year (PY) 2025 Application Now Open

The PY 2025 renewal application is now open. Each sponsor must complete the application annually. IDOE will share detailed instructions for completing the application next week. This year, all sponsors will need to submit the ethics course certificate. Depending on the programs your school operates, there might be additional packet forms to upload or submit. Required documents have a red check mark next to them. After the "date sent" field is filled on required packet forms, non-CEP sponsors should click the "submit for state approval button" to move the application into "pending approval" status and notify IDOE that the application is ready for review.

#### Community Eligibility Provision (CEP) Instructions

This year, the cycle year table on the CEP application site is hidden from view until the application has been approved. CEP schools need to click *Special Assistance - CEP* next to "Participation" under the National School Lunch Program and School Breakfast Program sections. Once the application is complete, CEP sponsors will not see *Pending Approval*. Rather, sponsors must submit all sponsor, site, and required packet forms in the [CNPweb Help Form](#) so that IDOE can set up sponsor's CEP information and review and approve applications.

#### Deadline Approaching: Summer EBT and Rural Non-Congregate Option in the Summer Meal Programs Interim Final Rule

The USDA Food and Nutrition Service (FNS) is extending the public comment period on the interim final rule, "Establishing the Summer EBT Program and Rural Non-Congregate Option in the Summer Meal Programs," published in the Federal Register on December 29, 2023. This action extends the public comment deadline to Tuesday, August 27, to give the public additional time to prepare and submit comments.

The Consolidated Appropriations Act, 2023 requires the Secretary of Agriculture to make available to states an option to provide summer meals for non-congregate meal service in rural areas with no congregate meal service and to establish a permanent summer electronic benefits transfer for children program (Summer EBT) for the purpose of ensuring continued access to food when school is not in session for the summer.

This interim final rule amends the Summer Food Service Program (SFSP) and the National School Lunch Program's Seamless Summer Option (SSO) regulations to codify the flexibility for rural program operators to provide non-congregate meal service in the SFSP and SSO, collectively referred to as the summer meal programs. This rule also establishes regulations and codifies the Summer EBT Program in the Code of Federal Regulations.

USDA's FNS invites interested persons to submit written comments on this interim final rule. Comments may be submitted in writing by one of the following methods:

- Federal eRulemaking Portal: Go to <https://www.regulations.gov>. Follow the online instructions for submitting comments.
- Mail: Send comments to Community Meals Policy Division, USDA Food and Nutrition Service, 1320 Braddock Place, Alexandria, VA 22314.

All written comments submitted in response to this interim final rule will be included in the record and will be made available to the public. Please be advised that the substance of the comments and the identity of the individuals or entities submitting the comments will be subject to public disclosure. USDA will make the written comments publicly available [here](#).

## USDA Foods

### ProcessorLink Commodity Calculator Training

ProcessorLink representatives will conduct a virtual training session on their commodity calculator on Tuesday, August 20, from 1 to 2 p.m. ET. This training is designed to train school food professionals with allocated USDA Foods for Processing pounds how to navigate and use the calculator. Join the meeting [here](#) (Meeting ID: 243 637 900 942; Passcode: vbppbf) or call +1 317-552-1674 (PIN 702 580 198#) to join by phone.

### Administrative and Storage Fees Increase for School Year (SY) 2025

Administrative fees for Direct Delivered (brown box) USDA Foods will increase to \$4.50 per case immediately due to state assigned warehouse (Dilgard Frozen Foods and Stanz-Troyers Foodservice) pricing increases. All school food authorities (SFAs) are charged these fees. Also, storage fees have increased for freezer, cooler, and dry Direct Delivered USDA Foods stored at the state assigned warehouse. These fees are charged to the SFA on a per case, per month basis when USDA Foods remain at the state assigned warehouse past the expire date listed in CNPweb. USDA Foods program fees can be found [here](#).

- Cooler: \$1.10
- Dry Goods: \$1.00
- Frozen: \$1.20

### K12 Foodservice K12 on Target Forecast Training

K12 Foodservice representatives will conduct a virtual training session on their new forecasting tool, K12 on Target, on Tuesday, August 20, from 10 to 11 a.m. ET. This training is designed to train school food professionals with allocated USDA Foods for Processing pounds to K12 Foodservice processors how to navigate and use the tool. Join the meeting [here](#) or call +1 424-269-5281 (PIN: 553773120) to join by phone.

### USDA Foods Year at-a-Glance

Need to know which USDA Foods activities are upcoming? Click [here](#) for an overview of important dates.

### Food Service Management Companies (FSMCs) and School Food Authorities (SFAs)

[This video](#) shares information about the roles of FSMCs, SFAs, and their collaboration to use USDA Foods efficiently.

### Department of Defense (DoD) Fresh Orders and Receipting

Returning school sponsors that participated in the DoD program in school year 2023-2024 and have allocated funds for school year 2024-2025 can begin placing orders immediately in the Fresh Fruits and Vegetables Order Receipt System (FFAVORS). Schools new to DoD in school year 2024-2025 must await approval from USDA/DoD. IDOE will update sponsors new to DoD once accounts are approved.

## PY 2025 for USDA Foods

PY 2025 has been hidden until the school year opens in July 2024. IDOE will notify schools via this newsletter when it is available.

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## USDA Foods for Processing

SFAs that have allocated pounds to processors for school year 2024-2025 should check [K12Foodservice](#) and [ProcessorLink](#) to see if pounds have been uploaded to their accounts. Ordering may begin once pounds are loaded. SFAs should remember to use carryover pounds first once they rollover.

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## USDA Foods Recipes

Use your USDA shredded [cheddar](#) and/or [mozzarella](#) cheeses or your student's favorite meats for a delicious variation of [cheese pizza](#). This recipe must be adjusted to meet serving sizes and meal patterns.



## Training and Webinar Opportunities

### Free and Reduced Training Series

Free and reduced meal benefits processors must be trained annually. The following training series will meet the requirement for processors:

- [Processing Possible DC Matches](#) - Thursday, August 1, at 11 a.m. ET.
- [DC Basics](#) (Repeat) - Tuesday, August 6, at 10 a.m. ET.
- [Processing Free and Reduced Applications](#) (Repeat) - Wednesday, August 7, at 2 p.m. ET.

## Reminders

### Reimbursement Rates

The USDA released the program year 2025 reimbursement rates. Updated rates can be found [here](#). IDOE has also updated the [Adult Meal Pricing Guidance](#) to reflect the change in rates.

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## Community Eligibility Provision (CEP) Free and Reduced Data Collection Information

We have been working with IDOE data and Title/Grants teams regarding the need to report free and reduced information correctly within the Data Exchange (DEX). We have a few requests of you at this time:

- We are working to get an alternate income application approved by the State Board of Accounts (SBOA). This application will be used in place of the curricular materials application of the past several years and be used by Title/Grants as well as our office. It will look similar to the meal benefit application but adds signature lines in relation to the use of the information. When that application is approved, we will push the template to all CEP sponsors. **It would be a benefit to all CEP operators claiming corporation-wide CEP to wait to provide an income application to households until this template is approved by SBOA.**
  - Please be aware with the addition of SUN Bucks (Summer EBT), there are some Child Nutrition Program-specific requirements related to the collection of data via alternate income application for the purpose of automatic enrollment of students for SUN Bucks. Before using the application and allowing signature opt-in for SUN Bucks, it will be important to know the requirements.

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## Annual Financial Report Updates

The 2024 Annual Financial Report (AFR) is currently under construction in CNPweb for additional updates to the report. **These updates have affected previous years AFRs and will not allow a sponsor to submit an old AFR for approval. Please refrain from editing previous years' AFRs until further notice.** Sponsors are still able to view previous years AFRs using the view function, but please do not select the edit function as this will throw the AFR into error status. Once the system is ready and the 2024 AFR is opened in CNPweb, we will send out additional announcements. If you have any questions regarding the 2024 AFR please email [scnfinance@doe.in.gov](mailto:scnfinance@doe.in.gov).

## Updates from Our Partners

### 2024 Back to School Toolbox

The Institute of Child Nutrition (ICN) is making going back to school as easy as ABC, with resources to prepare for the upcoming school year. Filter ICN's [Back to School Toolbox](#) resources by role and resource type, including:

- A video checklist guide to opening your kitchen after break

- A downloadable PDF checklist
- Self-paced online courses

## Culinary Institute of Child Nutrition (CICN) Training

On Thursday, August 1, at 3 p.m. ET, CICN will explore culinary tools that you can use to design and update your school meal menus with a focus on popular flavors and flexibility to respond to changes in fresh produce supplies during the school year. We'll share highlights from the recent ICN K-12 Food Trends Report, overview the USDA Market Report and other agriculture marketing tools, and offer tips on how these resources can be leveraged to help schools build popular and flexible school menus. [Register here.](#)

### Upcoming Dates



Thursday, August 1, at 11 a.m. ET	<a href="#">Processing Possible DC Matches</a>
Tuesday, August 6, at 10 a.m. ET	<a href="#">DC Basics</a> (repeat)
Wednesday, August 7, at 2 p.m. ET	<a href="#">Processing Free and Reduced Applications</a> (repeat)
Tuesday, August 27	<a href="#">Summer EBT Final Rule Comments Extended Deadline</a>

### Additional Resources

- [School Nutrition Programs Calendar](#)
- [IDOE's Nutrition webpage](#)
- [CNPweb](#)

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## Department News

- [07/18/24 Indiana Leaders Share More About Ongoing, Collaborative Work to Develop New Diploma Seals](#)
- [07/17/24 2024 ILEARN Results Released](#)

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