

North Carolina

# School Nutrition Weekly Update

February 17, 2015

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## ***SP 19-2015 – Paid Lunch Equity: Guidance for School Years 2015-16 and 2016-17***

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USDA has released the requirements that must be met by the School Food Authority (SFA) in order for the State Agency (SA) to approve a waiver from the Paid Lunch Equity (PLE) for the SY 2015-2016. The requirements are included in the attached policy memo [SP 19-2015](#) which was released on February 9, 2015.

In order for the SA to approve a waiver, the SFA must have a minimum of three months operating balance and meet several other qualifications. The other qualifications have been included in the attached "PLE Waiver" document. A completed "PLE Waiver" and official letter must be submitted to the SA.

The SA will officially notify the SFA upon approval or denial of the waiver request. If the SA is unable to approve the waiver, the SFA will be required to increase the paid lunch prices or receive non-federal funds in lieu of based on the completed SY 15-16 PLE tool.

Any questions regarding the PLE Waiver should be submitted to Tara Tyson at [tara.tyson@dpi.nc.gov](mailto:tara.tyson@dpi.nc.gov) or Janet Johnson at [janet.williamsjohnson@dpi.nc.gov](mailto:janet.williamsjohnson@dpi.nc.gov).

## **\*\*REMINDER\*\* Equipment Assistance Grants 2015**

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The NC Department of Public Instruction (NCDPI) is pleased to notify all School Food Authorities (SFA) of a grant opportunity specifically intended to help SFAs purchase commercial equipment for use in storing, preparing and/or serving nutritious meals to students that participate in the National School Lunch Program (NSLP). The one-time appropriation of \$1,165,000 has been made available to the NCDPI for sub-grants for equipment purchases in eligible schools and sites in traditional, charter and non-public schools and residential child care institutions operating the NSLP.

The Request for Applications/Proposals is attached along with the forms required to complete the application/proposal process. SFAs eligible to apply for grants include those operating in compliance with current Federal Regulations (no outstanding corrective actions from an Administrative Review) with fewer than three months operating balance. In order for schools or sites to be eligible for an Equipment Assistance Grant, fifty percent of students enrolled in the school/site must be eligible for free or reduced price meals OR the school must participate (with a relatively high Identified Student Percentage) in the Community Eligibility Provision (CEP). While schools/sites must justify the need for the equipment grant, priority will be given to schools with (1) limited access to other resources to support the purchase of equipment, (2) the need for replacement equipment as a result of old equipment that no longer effectively nor efficiently serves the program, and (3) for schools that have not been awarded an Equipment Assistance Grant in the past.

Grants will be awarded for commercial equipment that is defined as “*nonexpendable, tangible property with a useful life of more than one year and a per unit acquisition cost of \$5,000*”. Grants will only be awarded for equipment valued at \$5,000 or more. Given the limited amount of funds available to the agency and the commitment to distribute these funds as equitably as possible, we encourage SFAs to be realistic in their requests. Based on this recommendation, if an SFA would like to request a “partial grant” with the plan of using other SFA funds to purchase a larger piece of equipment, you may do so. For example, a single request for \$40,000 is unlikely to be successful, but a partial grant in the amount of \$20,000 is much more likely to be successful and that amount can defray the overall cost of the equipment.

SFAs must use their individual School Nutrition Procurement Plan to determine whether a formal or informal purchasing method is indicated and all procurement documents, including the solicitation and the vendor’s bid/quote must be submitted with the application/proposal packet. All funds must be fully expended by September 1, 2015. Funds not fully paid to the vendor by this date will be returned to the USDA. Applications are due to the NCDPI by 5:00 PM, Tuesday, March 10, 2015.

As you may know, the 2015 Federal Budget Act (formally known as the Consolidated and Further Continuing Appropriations Act of 2015) authorized an additional round Equipment Assistance Grants for SFAs. USDA is still analyzing the language of the act and will provide guidance to State Agencies about the additional Equipment Assistance Grant funds along with the two other important provisions (flexibility in whole grain-rich foods and a delay in the sodium requirements pending further research to substantiate the requirements)

in the near future. So, if you are unable to apply for this round of grants, another will be forthcoming in this fiscal year.

[CLICK HERE](#) for EAG Announcement Letter

[CLICK HERE](#) for EAG Grant Application/Proposal

Should you have questions please contact:

Tara Tyson at [tara.tyson@dpi.nc.gov](mailto:tara.tyson@dpi.nc.gov) or Stephanie Tatum at [stephanie.tatum@dpi.nc.gov](mailto:stephanie.tatum@dpi.nc.gov)

## ***Continuing Education Opportunities***

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- **Hand Washing in Your School Webinar**      Date: **February 26, 2015 at 2:00 pm**

This webinar is the first in a planned series of monthly ongoing continuing education for North Carolina school nutrition staff to support the School Nutrition Association (SNA) professional development requirements. A certificate will be issued to participants for 1 hour of continuing education.

Key topics to be discussed include:

- Why hand washing is important
- Hand washing gone bad
- The science of hand washing
- Strategies to increase hand washing in school kitchens

**Information in this webinar is directed towards all school nutrition employees so please share with all schools in your School Food Authority.**

**All participants must register for the event in order to receive a certificate.** To register, please send an email to [NCSUfoodsafety@gmail.com](mailto:NCSUfoodsafety@gmail.com) that includes your first and last name and email address along with *Hand Washing in Your School* in the subject line. The email address is where the continuing education certificate will be sent after successful completion of the webinar. Participants will receive the details on joining the session via email following registration.

- **Upcoming N.C. Safe Plates Courses**

The N.C. Safe Plates program is a Cooperative Extension-led class with an American National Standards Institute (ANSI) certified exam that meets all requirements of the North Carolina Food Code. Upcoming scheduled courses include:

### **Person County**

Instruction: March 16-18, 1:30-5pm

Exam: March 23, at 1:30

Contact: Jennifer Grable, [jennifer\\_grable@ncsu.edu](mailto:jennifer_grable@ncsu.edu), for more information.

### **Stokes County**

Instruction: March 23-25

Exam: March 30

Contact: Debbie Cox, [deb\\_cox@ncsu.edu](mailto:deb_cox@ncsu.edu), for more information.

### **Montgomery County**

Instruction: April 6-8

Exam: April 9

Contact: Hayley Napier, [hayley\\_napier@ncsu.edu](mailto:hayley_napier@ncsu.edu), for more information.

### **SNA-NC Annual Conference, Greensboro, NC**

Instruction: June 15-16

Exam: June 17

Registration information will be provided at a later date.

## ***What's New on the Web?***

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### **► Breakfast is Brain Fuel Sample Menus**

The sample breakfast menus for Breakfast in the Classroom, Grab n'Go/Satellite Breakfast and Second Chance Breakfast have been revised. They are available for download at:

<http://childnutrition.ncpublicschools.gov/programs/sbp/breakfast-is-brain-fuel-toolkit/how-to-assessment-planning> . If you have questions or need assistance please contact Tracey Bates at [tracey.bates@dpi.nc.gov](mailto:tracey.bates@dpi.nc.gov).

### **► Civil Rights Complaint documents**

The Procedures for Handling a Civil Rights Complaint document and the Civil Rights Complaint form have been updated with the current non-discrimination statement. Both forms are available for download at:

<http://childnutrition.ncpublicschools.gov/information-resources/civil-rights>

### **► Summer Food Service Program (SFSP) 2015 page**

A new page dedicated to SFSP 2015 has been developed. This page contains information and resources to help you launch and operate the Summer Food Service Program in Summer 2015. If you have any questions about the program or need assistance please contact Cynthia Ervin at [Cynthia.ervin@dpi.nc.gov](mailto:Cynthia.ervin@dpi.nc.gov) .

### **► USDA Policy Memos**

The following USDA Policy Memos have been added to the website at:

[http://childnutrition.ncpublicschools.gov/regulations-policies/usda-policy-memos/copy\\_of\\_2015](http://childnutrition.ncpublicschools.gov/regulations-policies/usda-policy-memos/copy_of_2015)

- **SP 17-2015** 2015 USDA Farm to School Census
- **SP 19-2015** Paid Lunch Equity: Guidance for School Years 2015-16 and 2016-17

## **Important Dates** .....

### **February**

February 2015 ..... National Sweet Potato Month  
February 15 (Sunday) ..... Fresh Fruit & Vegetable Claim for Reimbursement Deadline (for January 2015)  
February 15 ..... Deadline to submit corrective action plan (spend-down plan), If applicable.  
February 24 ..... Region 6 Spring Policy Update  
February 25 ..... 2015 NC Child Hunger Leaders Conference

### **March**

March 2 ..... FC1-A Semi-Annual Report Due  
March 2 ..... Paid Lunch Equity Due to the State Agency  
March 4 ..... Region 1 Spring Policy Update  
March 6 ..... Region 3 Spring Policy Update for Charters & RCCIs  
March 10 (Tuesday) ..... Deadline for Submitting Claim for Reimbursement (for February 2015)  
March 15 (Sunday) ..... Fresh Fruit & Vegetable Claim for Reimbursement Deadline (for February 2015)  
March 16 ..... Region 5 Spring Policy Update for Charters and RCCIs  
March 19 ..... Region 7 Spring Policy Update  
March 20 ..... Region 2 Spring Policy Update  
March 20 ..... Region 3 Spring Policy Update for Traditional Public Schools  
March 20 ..... Region 5 Spring Policy Update for Traditional Public Schools  
March 26 ..... Region 8 Spring Policy Update  
March 30 ..... Deadline for submitting USDA Best Practice Awards Nominations  
March 31 ..... Region 4 Spring Policy Update

### **April**

April 1 ..... Deadline for Completing Self-Assessments for RCCI/Charter/Non-Public SFAs (File at SFA)  
April 3 ..... Good Friday (State Offices Closed)

- April 10 (Friday)..... Deadline for Submitting Claim for Reimbursement (for March 2015)
- April 15 (Wednesday) ..... Fresh Fruit & Vegetable Claim for Reimbursement Deadline (for March 2015)
- April 15 ..... March Nutrient Analysis Reports Due (Submit to Regional Nutrition Specialist)
- April 30 .....3<sup>rd</sup> Quarterly Financial Analysis Worksheet Due (for Traditional Public School SFAs only)

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If you wish to file a Civil Rights program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ascr.usda.gov/complaint_filing_cust.html), found at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

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