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**Program Operations Information**

**Plan for 2020-21 SFSP Administrative Reviews**
Although the U.S. Department of Agriculture (USDA), Food and Nutrition Service waived many program requirements, the Summer Food Service Program (SFSP) Administrative Review (AR) is still required. School Food Authorities (SFAs) on the 2020-21 SFSP AR schedule have already been notified via email.

On Thursday, February 4, 2021, 2-4 pm ET, the N.C. Department of Public Instruction (NCDPI), School Nutrition Services will present a webinar to guide SFAs on this year’s schedule through the online SFSP Administrative Review process. The webinar is required for SFSP sponsors on the review schedule, but all are welcome to attend. During the session, the AR process and the required documentation will be explained. Two hours have been set aside for the webinar; however, we do not anticipate that it will require the entire time. Register for the webinar here. If you have any questions, please contact Victoria Homick at victoria.homick@dpi.nc.gov.

**Submit the Second Review of Applications Report**
All School Food Authorities (SFAs) processing Free and Reduced-Price School Meal Household Applications are required to conduct a Second Review of Applications. If your district or school is 100% Community Eligibility Provision (CEP), you are not required to complete this report (FNS-874).

The required reporting period spans from the start date of processing the Free and Reduced-Price School Meals Household Applications in the 2020-21 School Year through October 31, 2020. However, the SFA must continue to document any discrepancies on the North Carolina tool, *Documentation of Change as a result of Second Review of Applications*, for the entire school year.

Should you have questions on completing the forms, please contact your Zone Team or Jacquelyn McGowan, Compliance Specialist.

<table>
<thead>
<tr>
<th>Form:</th>
<th>Due Date:</th>
<th>Submit to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>FNS-874 Local Education Agency Second Review of Applications Report Template</td>
<td><strong>Friday, February 19, 2021</strong></td>
<td>Please email the completed form to Jacquelyn McGowan at: <a href="mailto:Jacquelyn.mcgowan@dpi.nc.gov">Jacquelyn.mcgowan@dpi.nc.gov</a></td>
</tr>
<tr>
<td>Documentation of Change as a result of Independent/Second Review of Applications</td>
<td>N/A - Provide Upon Request by State Agency</td>
<td>Maintain on file in the SFA.</td>
</tr>
</tbody>
</table>

**Have Questions to be Answered During the Wednesday Webinars?**
Please submit any questions you have for the Wednesday Briefing for School Food Authorities (SFAs) via the online form. Answer the first two questions and then enter your questions one question per box. If you have more than ten questions, please click on the link to the form and submit your additional questions.
**Complete Meal Counts Survey Daily**

North Carolina remains in a state of emergency related to COVID-19. As such, the N.C. Department of Public Instruction (NCDPI) must report daily meal counts to the N.C. Emergency Operations Center. Please use the survey [link](#) to submit meal count data daily by 6 pm. If you have questions or issues submitting the data, please reach out to Janet Johnson.

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**School Nutrition Spotlight**

**Wish You All the Best, Susan Thompson!**

Susan Thompson, Registered Dietitian and School Nutrition Specialist for Continuing Education and Resource Development (CERD), with NCDPI retired February 1. Many know Susan through her work as a School Nutrition Supervisor with Wake County Public Schools, Regional Consultant and CERD School Nutrition Specialist with NCDPI and volunteer leader with the School Nutrition Association of North Carolina and the Academy of Nutrition and Dietetics. Susan’s contributions to enhancing School Nutrition in North Carolina are numerous including developing HACCP and Safe Plates for Schools resources, creating the N.C. K-12 Culinary Institute, assisting with the N.C. Jr. Chef Competition, and coordinating the N.C. School Nutrition Leadership Academy. Kale Yeah! We wish you all the best in your retirement, Susan!

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**Watch Durham Mayor Thankful Thursday Shout Out!**

Congratulations to the School Nutrition Team from Durham Public Schools! Their efforts, along with those of local community partners, restaurants and volunteers, to feed children during the COVID-19 pandemic were recognized by Durham Mayor Schewel in his Thankful Thursday shout out. “These heroes and the thousands of volunteers who gave their time are an inspiration to us all,” said Mayor Schewel. “May the good you do return to you a hundredfold!” Watch the tribute [here](#).

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**Submit a School Nutrition Spotlight**

We love lifting up our #NCSchoolNutritionHeroes! If you know of a North Carolina School Nutrition team or professional that has received an award, honor or other recognition or should be spotlighted, please share for an upcoming School Nutrition Spotlight. Please send details to Tracey Bates, [tracey.bates@dpi.nc.gov](mailto:tracey.bates@dpi.nc.gov).

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**Job Opportunities**

**Apply for Pitt County School Nutrition Supervisor Opening**

Pitt County Schools is seeking applications for a School Nutrition Supervisor. A Bachelor of Science Degree in Nutrition or a related field and certification as a Registered Dietitian with the Commission on Dietetic Registration is required. Applicants must be licensed with the state of North Carolina to practice Dietetics and have five years of experience in a School Nutrition related field or an equivalent combination of training and experience that provides the required leadership skills, knowledge, and abilities. Experience

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with Nutrikids, diet orders, menu planning, staff development training, and grant writing experience are preferred. For more information or to apply, please visit the Pitt County Schools [website](#).

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**Grants**

**Apply for the Gro More Good Grassroots Grant**

The 2021 Gro More Good Grassroots Grant presented by The Scotts Miracle-Gro Foundation and KidsGardening is designed to bring the life-enhancing benefits of gardens to communities across the United States. Awards provide funding for the development of new and expansion of existing youth garden programs and greenspaces serving 15 or more youth. The Gro More Good Grassroots Grant is open to all nonprofit and tax exempt organizations (including schools) in the United States and U.S. Territories. This year, 175 grants worth a collective total of $100,000 will be awarded. 150 grant recipients will be awarded a check for $500 to support their initiatives, and 25 programs will receive a check for $1,000. [Learn more and apply](#).

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**Continuing Education**

**Increase Community Around School Gardens Webinar - 2/3, 2 pm ET**

This virtual gathering will be a discussion of strategies that increase community around school gardens, especially during the summer months. The Big Green Chicago Team will facilitate a conversation with City Blossoms, Denver Urban Gardens, and the audience to collectively reflect, question, and share experiences to support efforts to strengthen school gardens through the summer. Learn more and register [here](#).

**Register for the Gardening Under Lights with Kids Webinar - 2/4, 7 pm ET**

Do you love gardening with kids, but perhaps feel challenged by space or weather? Gardening indoors under lights might be the perfect solution! Join KidsGardening’s senior education specialist, Sarah Pounders, and Leslie Halleck, horticultural expert, and author of “Gardening Under Lights” as they simplify successful indoor gardening with lights and explain how you can engage kids in this fun and educational activity. [Register here](#).

**Celebrate Black History Month with SNA Webinar - 2/4, 3 pm ET**

In celebration of Black History Month, on February 4, 3 pm ET, join School Nutrition Association leaders who have shaped the School Nutrition profession and meet rising stars. You’ll hear inspiring leadership journeys, celebrate the work of School Nutrition professionals, and discuss the critical role School Nutrition programs play to fuel all students for success. [Register here](#).

**Access Virtual Training Opportunities**

The Institute for Child Nutrition (ICN) has compiled resources to help prevent the spread of the Coronavirus. Online food safety/HACCP training is available on the NCDPI, School Nutrition [website](#) and the ICN [website](#). Additional continuing education resources are available on the School Nutrition [website](#) from NCDPI, ICN, the School Nutrition Association and other agencies and organizations.
Nutrition and Dietetics offers COVID-19 professional resources for Registered Dietitians/Nutritionists (RDNs) and Dietetic Technicians, Registered (DTRs), and continuing professional education resources.

Questions

If you have any questions regarding these updates, please reach out to your regional consultants. Contact information for your Zone teams can be found here.

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
    Office of the Assistant Secretary for Civil Rights
    1400 Independence Avenue, SW
    Washington, D.C. 20250-9410;
(2) fax: (202) 690-7442; or
(3) email: program.intake@usda.gov.

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