

# National School Lunch Program

Bulletin

[EED NSLP Bulletin Web Page](http://education.alaska.gov/tls/cnp/NSLP9.html)

***Child Nutrition Programs***

*Finance & Support Services*

*P.O. Box 110500*

*Juneau, Alaska 99811-0500*

*Phone (907) 465-8709*

*Fax (907) 465-8910*

To: Local Educational Agencies Date:  August 7, 2020

From: Elizabeth Seitz, NSLP Program Coordinator Bulletin: 2020-12

***LEAs are required by regulation to keep Bulletins, Instructions, and USDA Policy Memorandums for reference and to apply immediately the appropriate instruction to agency programs. Call Child Nutrition Programs if you need further clarification.***

## USDA Policy, Information, & Implementation Memos

* Food Nutrition Services (FNS) Response to [COVID-19](https://www.fns.usda.gov/disaster/pandemic/covid-19) web page

## Additional Topics

* 2021 Annual Renewal
* CNP-Web and Primero Edge User Authorizations

## Resources

* Transitional Menu Planning Tool
* Food Safety Protection Manager Training On-line
* NSLP Income Guidelines 2020-2021
* 2020-2021 Application with parent letters
* ***NEW*** ELearning course- Preparing for an Administrative Review for School Nutrition Programs
* Classrooms, Cafeterias, Communities: A Guide to Building Integrated Farm to School Programs
* ***Updated*** Food Buying Guide
* Listserv

## Grant Opportunities

* ***NEW*** 2020 NSLP USDA Equipment Grant

## USDA Policy, Information & Implementation Memos

* **Food Nutrition Services (FNS) Response to** [**COVID-19**](https://www.fns.usda.gov/disaster/pandemic/covid-19) **web page**

*Sponsors: This web page lists all the National Waivers, Waiver Extensions, and Q&As distributed by USDA on the COVID-19 pandemic.*

## Additional Topics

* **2021 Annual Renewal** It is that time of year to start the NSLP Annual Renewal process. This year we have a new feature which allows sponsors to upload the completed documents required for the renewal process. Once all of the required documents have been uploaded into the Checklist tab, the CNP web system will allow you to submit for approval. As a reminder part of the renewal this year are the waiver forms for Non-Congregate, parent pick-up, meal time flexibility, OVS, and Meal Pattern Flexibility. All renewal must be **completed by August 31st.**
* **CNP-Web and Primero Edge User Authorizations** Child Nutrition Programs (CNP) assigns a user name and password to nutrition and education staff when a User Authorization form is completed and submitted to CNP when access is needed for the claiming system (CNP-Web and Primero Edge), as part of the staff’s job duties. These forms state:

*“I will not share my user name and password in order to maintain the integrity of the data. If another user uses the CNP Web or Primero Edge under my user name and password and provides false information, I understand that I will be responsible for the information supplied to CNP.*

*I will notify the CNP immediately if my user name and password have been compromised. CNP will give me a new user name and password.*

*If I no longer need access to the CNP Web, I understand that it is my responsibility to submit a form to end access.”*

CNP staff have been noticing quite a number of user names and education staff that are sharing their user names and passwords which is **NOT ALLOWED**. When this occurs CNP staff will immediately turn off that user name’s access and that staff will be required to obtain a new user name and password. If this behavior continues we may be forced to deny access to the CNP-Web and Primero Edge for those staff members. Please be sure you are not sharing your user names with other staff. If a new member needs access they must submit a User Authorization form located on our web page:

 [CNP-Web Access](https://education.alaska.gov/cnp/nslp3)

 [Primero Edge Access](https://education.alaska.gov/cnp/primero)

If you have any questions regarding this requirement you may contact me at Elizabeth Seitz (Elizabeth.Seitz@alaska.gov) or 907.465.8709 or Debbie Soto (Debbie.soto@alaska.gov) or 907.465-8712.

## Resources

* **Transitional Menu Planning Tool** Start planning now to be prepared for the fall, Service style may change but your menus and products can stay the same.

By planning a quality, transitional menu now, you will be prepared for any service style. USDA has this great New tool for your use. You can view or download this tool from the follow link: <https://education.alaska.gov/cnp/nslp9> under the August bulletin.

* **Food Safety Protection Manager Training On-line** If you are in need of Food Safety training to meet your Professional Standard training requirements you can check out this great ICN on-line training.

<https://alwaysfoodsafe.com/food-protection-manager?state=Alaska&county=All%20counties%20(Todos%20los%20condados)#productBoxes>

* **NSLP Income Guidelines 2020-2021-** The income guidelines is posted in the Bulletins and Memos web page under the May Bulletin.
* **2020-2021 Application with parent letters-** The household application with parent letters is posted in the Bulletins and Memos web page under the May Bulletin.
* ***New*** **ELearning course- Preparing for an Administrative Review for School Nutrition Programs** This training overviews the administrative review process for School Nutrition Programs (SNP). The Administrative Review process occurs on a 5-year review cycle and incorporates both off-site and on-site activities. The Administrative Review process ensures program integrity and compliance with federal law and regulations in the operation of the National School Lunch and School Breakfast programs.

**Part 1** discusses the general overview of the review process and more in-depth information about the Access and Reimbursement section.

**Part 2** reviews the Nutrition Quality/Meal Pattern and Resource Management review sections.

**Part 3** addresses General Program Compliance and Other Federal Program Reviews sections to assist sponsors in being successful.

To register for this training and many more go to: Alaska Department of Education & Early Development [eLearning](https://eedelearning.asentialms.com/).

* **Connecting Classrooms, Cafeterias, Communities: A Guide to Building Integrated Farm to School Programs**The newly published [Vermont FEED Guide](https://urldefense.com/v3/__https%3A/vtfeed.org/resources/connecting-classrooms-cafeterias-communities-guide-building-integrated-farm-school__;!!J2_8gdp6gZQ!_itx_CGefte05j9l_Ny3VcgdorOABM3k_J7uwqgxySugA1VeEPlJn8ELLE-AHAVSptRCQw$) is intended to support school communities in developing robust, long lasting, and integrated farm to school programs, addressing whole school change. It reflects 20 years of practice, evaluative research, and innovation in the field.  The guide is organized around farm to school action planning, a step-by-step process to help you assemble a team, identify shared goals, and plan and conduct strategic activities. In addition, it provides valuable content on classroom curriculum, school meal programs, and community building. The guide is filled with useful templates, curricular design strategies, and creative ways to communicate and celebrate farm to school success. Available for free download and to purchase as a hard copy with this [link.](https://vtfeed.org/resources/connecting-classrooms-cafeterias-communities-guide-building-integrated-farm-school)
* ***Updated* Food Buying Guide** USDA has finally released the updated Food Buying Guide to help nutrition staff with understanding when purchasing foods, such as how much is in a #10 can of peaches or the number of portions you get from 20 pounds of ground beef. You can download the [Food Buying Guide](https://foodbuyingguide.fns.usda.gov/Appendix/DownLoadFBG).
* **Listserv**- Did You Know? Alaska Child Nutrition Programs has a listserv. The purpose of the listserv is to provide information and updates on the USDA Child Nutrition Programs, including the National School Lunch Program, the Child and Adult Care Food Program, and the Summer Food Service Program.

To receive all of the hottest news and updates from Alaska Child Nutrition Programs, Subscribe to ak\_child\_nutrition\_programs by filling out the form found here: [Alaska Child Nutrition Programs ListServ](http://list.state.ak.us/mailman/listinfo/ak_child_nutrition_programs).

You will receive a confirmation link via email which you should click to complete your subscription.

## Grant Opportunities

* **2020 NSLP USDA Equipment Grant- Completed Applications are due to Alaska Child Nutrition Programs by August 31st by 4:30 p.m.** These funds will be available through a competitive grant process. The maximum award per grantee will be $10,000. Priority will be given to high need schools where 50% or more of the student population are eligible to receive free or reduced-price meals. Priority will also be given to schools that did not previously receive funds from either the 2009 ARRA, 2010 USDA, 2014, 2015, 2016, 2017, 2018 or 2019 Equipment Grant. Please make sure applications are submitted for sites that are 50% or above free and reduced-price eligible.

Equipment requests may include new equipment, renovation of equipment, or replacement of equipment. Regulations at 2 CFR Part 200.33 define equipment as tangible personal property having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000 ***(\*For the FY 2019 Equipment Assistance Grant, Congress has specified that the threshold for the purchase of equipment cannot be lower than $1,000.)***

This grant ends **April 30, 2021**. For more information on this grant or to fill out and application go to: [Bulletin and Memos](https://education.alaska.gov/cnp/nslp9) web page the application will be under the June bulletin. Or you may contact Elizabeth Seitz at 907.465.8709 or Elizabeth.seitz@alaska.gov .

**Calendar of Upcoming Events**

 **DATE: EVENT:**

**June 1st 2021 Annual Renewal for NSLP**

This institution is an equal opportunity provider