

# National School Lunch Program

Bulletin

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

***Child Nutrition Programs***

*Finance & Support Services*

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To: Local Educational Agencies Date:  March 5, 2021

From: Elizabeth Seitz, NSLP Program Coordinator Bulletin: 2021-07

***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 (including all Extension memos)

* SP07-2021-Department of Education Guidance on Implementation of Child Nutrition Program Waivers

## Additional Topics

* USDA Nondiscrimination Statement ***Update***
* 2021 Summer Food Service Program (SFSP) Annual Training
* Commodities Survey for SY2022
* CNP-Web and Primero Edge User Authorizations

## Resources

* Transitional Menu Planning Tool
* Food Safety Protection Manager Training On-line
* ***Updated*** Food Buying Guide
* Listserv

## Grant Opportunities

* Micro-Grants for Food Security Funding

## USDA Policy, Information & Implementation Memos

* **SP07-2021-Department of Education Guidance on Implementation of Child Nutrition Program Waivers**

*Sponsors: This USDA Policy Memo provides guidance develops by the Department of Education that explains requirements and options for data collection for certain Elementary and Secondary Education Act (ESEA) Programs.*

## Additional Topics

* **USDA Nondiscrimination Statement** ***Update*** I wanted to let you know there is a new version of the nondiscrimination statement to be used effective January 2021. Below is the new wording; please make sure any of your publications have this version including your web sites.

**USDA Nondiscrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf), (AD-3027) found online at: <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

* **2021 Summer Food Service Program (SFSP) Annual Training**

Interested in sponsoring a summer food meal program? Annual State Agency training is required for all new and returning sponsors of the USDA Summer Food Service Program. The following training dates will be offered in Spring 2021:

* + - Distance-delivery trainingfor all new and returning sponsorswill be held **Wednesday, March 31, 2021 8:30 AM – 4:30 PM**.
    - Distance-delivery training forschool district sponsors only, new and returning, will be held on **Thursday, April 1, 2021 1:00 PM – 4:30 PM.**

School districts may attend either training, and are not required to attend both sessions.

Non-school district sponsors must attend the **March 31st** session.

Please contact Jennifer Cherian at [jennifer.cherian@alaska.gov](mailto:jennifer.cherian@alaska.gov) to register for either training.

Distance-delivery login, dial-in information, and training materials will be sent via email to all registered participants prior to training dates.

* **Commodities Survey for SY2022 opens February 12, 2021 in CNP Web**

We opened the Program Year 2022 (School Year 2021-2022) survey on February 3, 2021 in CNPWeb.  **The survey will close on March 5, 2021.**   This will be the only opportunity for your agency to order direct and Fee for Service (FFS) processed commodities for SY22.

Please remember that all processed commodities have a Fee for Service (FFS) price per case.  If you do not want to be charged a processing fee per case, please do not order on the Processing Survey.

An email broadcast was sent out to all sponsors on February 3, 2021 announcing that the survey is open in CNPWeb and sponsors can begin the ordering process for SY22.

For those who are unfamiliar with the survey and ordering process, a training workshop was held during the weekly **NSLP Roundtable Zoom Call on Wednesday, February 3, 2021 at 2:00 p.m.**

During the Roundtable Zoom call we demonstrated how to do the survey, and answered any questions regarding the process.   Please contact **Sue Lampert at 907-465-8710** or email [susan.lampert@alaska.gov](mailto:susan.lampert@alaska.gov) if you have any questions.

* **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](mailto:Elizabeth.seitz@alaska.gov) (Elizabeth.Seitz@alaska.gov) or 907.465.8709 or [Debbie Soto](mailto:Debbie.soto@alaska.gov) (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 following 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>

* ***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

* **Micro-Grants for Food Security Funding** I have great news!  The Alaska Division of Agriculture has announced that they have opened the application process for the Micro-Grants for Food Security program.  Please see the attached one-pager if you are unfamiliar with this program, or go to [https://www.congress.gov/115/plaws/publ334/PLAW-115publ334.pdf](https://urldefense.com/v3/__https:/www.congress.gov/115/plaws/publ334/PLAW-115publ334.pdf__;!!J2_8gdp6gZQ!7B-hMM8LA-meeQqDM-BhsyU3MudArj6ibj5JH4aWYiiRqKQiduBYZr1M36aAdNplvbg$) and search “Micro-Grant” to read the statutory language.  Senator Murkowski created this program and included it in the 2018 Farm Bill, and was able to achieve funding for it in the Fiscal Year 2020 appropriations bill (and FY21).

Alaska will have $1.8 million to help Alaskans grow more nutritious food locally and become more food secure.  Individuals are eligible for up to $5,000 grants.  Organizations such as Indian tribes and tribal organizations; non-profits such as religious organizations, food banks and food pantries; federally-funded educational facilities including Head Start and Early Head Start programs, public schools, public institutions of higher education, Tribal Colleges and Universities, and job training programs; and local and tribal governments that may not levy local taxes under state or federal law will be eligible for up to $10,000 in grant funds.  Eligible projects are those that will increase the quantity and quality of locally grown food for food insecure individuals, families, neighborhoods, and communities—a pretty wide-open range of projects that Alaskans’ innovative thinking can really make exciting!

All the information you need to find out how to apply, who is eligible, how applications will be scored, and more is posted at [Division of Agriculture (alaska.gov)](http://dnr.alaska.gov/ag/ag_grants.htm)—dnr.alaska.gov/ag/ag/grants.htm.  I encourage you to check it out, and think about how you might want to contribute to food security in your community.

If you have questions about the application opportunity, please contact Catherine Cheadle, the Grants Administrator at the Division of Agriculture at [Catherine.cheadle@alaska.gov](mailto:Catherine.cheadle@alaska.gov) or 907-761-3851.

**Calendar of Upcoming Events**

**DATE: EVENT:**

**April 1st SRM must be submitted for all CEP districts, however currently a monthly SRM is mandated**