



# Illinois State Board of Education

## USDA Supply Chain Assistance (SCA) Funds

Nutrition Department

February 2022

<https://www.isbe.net/Pages/supply-chain-disruptions.aspx>

# Supply Chain Assistance (SCA) Funds

- USDA, Food and Nutrition Service authorized one billion dollars (\$1B) in funding through the Commodity Credit Corporation (CCC) as authorized under the CCC Charter Act [15 U.S.C. 714]
- Provides additional funding to address ongoing supply chain challenges experienced by school food authorities (SFAs) participating in the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP)
- State agencies (ISBE) will distribute SCA funds to eligible SFAs for the exclusive purchase of unprocessed and minimally processed domestic foods.



# Illinois Supply Chain Website

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## NUTRITION

Resources, Webinars and Workshops

Supply Chain Disruptions in the Child Nutrition Programs

## NUTRITION

### SUPPLY CHAIN DISRUPTIONS IN THE CHILD NUTRITION PROGRAMS

#### SCHOOL YEAR 2021-2022 FOOD SUPPLY CHAIN DISRUPTIONS

The U.S. Department Agriculture (USDA) and the Illinois State Board of Education (ISBE) Nutrition Department acknowledge a nationwide disruption in the food supply chain that is affecting all aspects of foodservice, including those that participate in the Child Nutrition Programs.

The USDA is committed to working together with state agencies, School Food Authorities (SFAs), the food industry, and other stakeholders to communicate school food supply chain challenges and to identify solutions. For School Year 2021-2022, the USDA has provided school meal program flexibilities, waivers, and training resources to help states and SFAs navigate supply chain issues and provide nutritious school meals that children need to learn, grow, and be healthy.

In an effort to better understand the supply chain issues here in Illinois please complete the linked survey. The information you provide will be used to help out your fellow schools out there that are struggling, and if you are struggling it lets us know that you need help and the type of help that you need!

[Illinois Child Nutrition Program Food Service Supply Chain Survey](#)

#### Supply Chain Assistance Funds

On Dec. 17, 2021, the U.S. Department of Agriculture announced the Allocation of Supply Chain Assistance (SCA) Funds to Alleviate Supply Chain Disruptions in the School Meal Programs funding program. State agencies will distribute SCA funds to eligible school food authorities to be used exclusively to purchase unprocessed or minimally processed domestic food products to help SFAs deal with challenges, such as unanticipated cancellation of food and supply contracts, reduced availability of certain foods, unexpected substitution of certain products, unpredictable increases in food and supply prices, and other obstacles related to pricing and/or availability that have been reported to or identified by state agencies administering the Child Nutrition Programs.

- [Policy Memo SP 03-2022](#) 

# Supply Chain Assistance (SCA) Funds Attestation Statement

- Each eligible SFA must attest (yes or no) to the conditions of the SCA funding prior to distribution.
- The ISBE attestation will be accessible via WINS, main dashboard.

The screenshot shows a navigation menu with tabs: Sponsor Tasks, Sponsor Applications & Participation, Site Applications, Claims & Monitoring, and Sponsor Info. Below the menu is a section titled 'Administrative Tasks' which is divided into two columns: 'Sponsor Tasks' and 'Site Application Tasks'. The 'Supply Chain Assistance (SCA)' task is listed under 'Sponsor Tasks' and is highlighted with a red rectangular box. To the right of the screenshot, there are three red '2025' annotations.

Administrative Tasks	
Sponsor Tasks	Site Application Tasks
<a href="#">Batch Daily Meal Counts</a>	<a href="#">Enroll Site In New Program</a>
<a href="#">Batch Participation Detail</a>	<a href="#">Edit Site Questionnaire</a>
<a href="#">Add/Remove Detail Dates</a>	<a href="#">Edit Program Participation</a>
<a href="#">Batch Site Questionnaire</a>	<a href="#">Edit Participation Detail</a>
<a href="#">Batch Site Participation</a>	
<a href="#">Is Community Eligibility Provision (CEP) for you?</a>	
<a href="#">CEP Group Information</a>	
<a href="#">+ Add New Site</a>	
<a href="#">x Deactivate/Re-activate Site(s)</a>	
<a href="#">x Deactivate Sponsor</a>	
<a href="#">! Review Citation Responses</a>	
<a href="#">Return to SSO Splash Page</a>	
<b><a href="#">Supply Chain Assistance (SCA)</a></b>	



# Supply Chain Assistance Attestation Statement: General Conditions

An eligible SFA, must agree to the following conditions to request SCA funding:

- Agrees to participate in the USDA funded School Nutrition Programs for all currently enrolled students (schools, grade groups, etc.) for the duration of the period of performance for SCA (date of attestation through September 30, 2023), or until SCA funds are depleted, whichever comes first;
- Confirms that the posted enrollment number reflects SFA enrollment in the USDA School Nutrition Programs;
- Experiencing supply chain disruptions and related financial difficulties/need which include unanticipated cancellation of food and supply contracts, lack of availability of certain foods, unexpected substitutions of food products, unpredictable increases in food and supply prices, and other obstacles related to supply chain situation of the USDA funded school nutrition program operations;



# Supply Chain Assistance Attestation Statement: Allowable Expenses

- Will only use funds to purchases domestic unprocessed or minimally processed foods in a wide variety of minimal processing states (whole, cut, pureed, etc.) and/or forms (fresh, frozen, canned, dried, etc.);
  - Some allowable food products include:
    - fluid milk and other dairy foods such as cheese or yogurt;
    - fruit and vegetables (including 100% juices);
    - grain products such as pastas and rice;
    - meats (whole, pieces, or food items such as ground meats); and
    - meat alternatives such as beans or legumes.
  - Some unallowable food products include:
    - Significantly processed or prepared food items
      - Pre-made pizza;
      - Baked goods, such as breads, muffins, or crackers;
      - French fries, hash browns, or any formed potato item;
      - Pre-packaged sandwiches or meals;
      - Other prepared and/or precooked items such as chicken nuggets; and
    - Non-domestic food products.
- Will not use funds for any labor, indirect, or other administrative expenses;
- Agrees to use funding for current/future allowable expenses;



# Supply Chain Assistance Attestation Statement

- Will comply with nonprofit school food service account requirements as detailed at 7 CFR 210.14;
- Will comply with all recordkeeping and review requirements per 7 CFR 210.9(b)(17) and 7 CFR 210.18, which would include maintaining documentation demonstrating appropriate use of SCA funds; and
- Will comply with all applicable Federal procurement and financial management requirements per 2 CFR 200.



Per the U.S. Department of Agriculture (USDA) guidance, as an eligible School Food Authority (SFA), you must submit the following Supply Chain Assistance (SCA) Attestation Statement by selecting YES or NO below.

### Supply Chain Assistance (SCA) Requirements

An eligible SFA, must agree to the following conditions to request SCA funding:

- Agrees to participate in the USDA funded School Nutrition Programs for all currently enrolled students (schools, grade groups, etc.) for the duration of the period of performance for SCA (date of attestation through September 30, 2023), or until SCA funds are depleted, whichever comes first;
- Confirms that the posted enrollment number reflects SFA enrollment in the USDA School Nutrition Programs;
- Experiencing supply chain disruptions and related financial difficulties/need which include unanticipated cancellation of food and supply contracts, lack of availability of certain foods, unexpected substitutions of food products, unpredictable increases in food and supply prices, and other obstacles related to supply chain situation of the USDA funded school nutrition program operations;
- Will only use funds to purchase domestic unprocessed or minimally processed foods in a wide variety of minimal processing states (whole, cut, pureed, etc.) and/or forms (fresh, frozen, canned, dried, etc.);
  - Some allowable food products include:
    - fluid milk and other dairy foods such as cheese or yogurt;
    - fruit and vegetables (including 100% juices);
    - grain products such as pastas and rice;
    - meats (whole, pieces, or food items such as ground meats); and
    - meat alternatives such as beans or legumes.
  - Some unallowable food products include:
    - Significantly processed or prepared food items
      - Pre-made pizza;
      - Baked goods, such as breads, muffins, or crackers;
      - Pre-packaged sandwiches or meals;
      - Other prepared and/or precooked items such as chicken nuggets; and
    - Non-domestic food products.
- Will not use funds for any labor, indirect, or other administrative expenses;
- Agrees to use funding for current/future allowable expenses;
- Will comply with nonprofit school food service account requirements as detailed at 7 CFR 210.14;
- Will comply with all recordkeeping and review requirements per 7 CFR 210.9(b)(17) and 7 CFR 210.18, which would include maintaining documentation demonstrating appropriate use of SCA funds; and
- Will comply with all applicable Federal procurement and financial management requirements per 7 CFR 200.

As legally authorized by the SFA,  YES, attest that the SFA meets the SCA requirements listed above and requests SCA funding as posted.

As legally authorized by the SFA,  NO, attest that the SFA does NOT request SCA funding for the projected payment. The SFA may be eligible for reallocation of SCA funds, at a later time.





# Supply Chain Assistance (SCA) Funds Payment Amount

- Illinois was allocated \$36,802,362.
- Per USDA requirement, the SCA funding distribution is based on a predetermined formula:
  - \$5,000 base payment
  - Scalable proportionate amount based on student enrollment
- ISBE will use School Report Card enrollment for eligible public schools, and participation detail enrollment for eligible schools without School Report Card enrollment data.
- A posted report of estimated funding levels per eligible SFA is posted.
  - School staff should carefully review this data, and report any concerns to ISBE, Nutrition via [cnp@isbe.net](mailto:cnp@isbe.net) no later than March 15, 2022.
- Finalization of funding levels will be posted by March 18, 2022.



# SCA Tracking Form - *Sample*

- Will be posted for SFA use.

Supply Chain Assistance (SCA) Fund					
Illinois School – Tracking Form					
SFA Name:					
SFA Agreement Number:					
SCA TOTAL Funds Allocated:					
SCA Expenses					
Date	Vendor Name	Allowable Product	Allowable Cost	Balance of SCA Funds	Documentation Attached (✓)
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	

*To document allowable expenses, the SFA will maintain with this tracking form receipts, invoices, domestic origin documentation to ensure compliance with SCA funds. Please note that only domestic unprocessed or minimally processed foods are allowable expenses to SCA funds. See posted guidance and attestation for complete information. [www.isbe.net/nutrition](http://www.isbe.net/nutrition)*

## Supply Chain Assistance (SCA) Fund

### Illinois School – Tracking Form

<b>SFA Name:</b>	<b>School ISBE</b>
<b>SFA Agreement Number:</b>	<b>99-999-9999-99</b>
<b>SCA TOTAL Funds Allocated:</b>	<b>\$ 9,876.54</b>

#### SCA Expenses

Date	Vendor Name	Allowable Product	Allowable Cost	Balance of SCA Funds	Documentation Attached (✓)
4/6/2022	Illinois Milk Company	Fluid Milk	\$ 543.21	\$ 9,333.33	✓
4/21/2022	Illinois Milk Company	Fluid Milk	\$ 298.64	\$ 9,034.69	✓
4/22/2022	Illinois Fruit Company	Grapes, Apples	\$ 687.06	\$ 8,347.63	✓
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	
				\$ 8,347.63	

Example

*To document allowable expenses, the SFA will maintain with this tracking form receipts, invoices, domestic origin documentation to ensure compliance with SCA funds. Please note that only domestic unprocessed or minimally processed foods are allowable expenses to SCA funds. See posted guidance and attestation for complete information. [www.isbe.net/nutrition](http://www.isbe.net/nutrition)*

# SCA Funds for SFAs that Contract with a FSMC, Vended Meals Company and/or another School District for meals.

- Yes, SFAs that contract for meals may be eligible for SCA funds.
- The SCA funds would still only be able to be used to pay for foods and beverages that meet the USDA requirements.
- Funds cannot be used for labor, indirect or other administrative costs.
- Documentation demonstrating appropriate use of SCA funds would be required.

ISBE staff are currently working on guidance for these specific situations, and it will be posted online, once available.

# Supply Chain Assistance (SCA) Funds FRIS Inquiry System

The payment amount and details can be accessed using ISBE's FRIS Inquiry System at <https://apps.isbe.net/frisinguirynet>.

1. Click on the "Payment" tab at the top of the page.
2. Enter your RCDT number (including dashes) in the blank underneath the "Recipient RCDT or Name" tab.
3. Once your entity appears on the list, select it by clicking on the name.
4. This will bring up all payments made during the time period specified. The SCA funds payment will correspond to a specific revenue code in FRIS. This code, once determined, will be shared with all SFAs.



# SCA Action Steps

- Carefully review the posted *SCA Estimated* Allocation for your SFA.
  - If correct, access the SCA Attestation in WINS, and carefully review the requirements and make a YES or NO selection.
  - If incorrect, please submit an inquiry via [cnp@isbe.net](mailto:cnp@isbe.net) no later than March 15, 2022. Please include the agreement number and *SCA Allocation Notice* in the subject line.
- SCA Final Allocation by SFA will be posted no later than March 18, 2022.

# SCA Timeline

If the SCA Attestation is completed in WINS with a YES by the following Date:	The SFA should anticipate receiving SCA funding in
March 18, 2022	Early April 2022
April 18, 2022	Early May 2022
May 18, 2022	Early June 2022
June 17, 2022	Early July 2022

*If any SFA does not submit the SCA attestation by June 17, 2022, all remaining SCA funds will be used for the reallocation process as required by USDA. This will occur in August/September 2022. ISBE will release additional information about the reallocation process in August 2022.*

