



Illinois State Board of Education

Emergency Operational Costs Reimbursement Program

School Nutrition Program

Equity • Quality • Collaboration • Community

January 26, 2021

SP-06-2021, CACFP-05-2021

Child Nutrition Program Emergency Operating Costs
During COVID-19: Implementation Guidance

USDA Meal Programs

- **CNP**- Child Nutrition Program includes Child and Adult Food Care Program (CACFP), Summer Food Service Program (SFSP), School Nutrition Programs (SNP)
- **SNP**-School Nutrition Program includes National School Lunch Program (NSLP), School Breakfast Program (SBP), Afterschool Snack, Seamless Summer Option (SSO)



ISBE responsibility

- Identify eligible sponsors
- Calculate reimbursements
- Disperse funds to sponsors

SNP Sponsor Responsibility

- Use reimbursement funds for allowable program expenses
- Provide ISBE with an Assurance Statement, if requested

ISBE- Identify Eligible Sponsors

Sponsor must Operate/Claim:

- National School Lunch Program or
- School Breakfast Program or
- Afterschool Snack Program or
- Summer Food Service Program

- Operate during either-SY 2018-2019 in March-June or January 2020 and/or February 2020

And

- Claim meals under a Child Nutrition Program (NSLP, SBP/Snack/SFSP) September- December 2020 or later

ISBE- Identify Eligible Sponsors

Sponsor must Operate/Claim:

- National School Lunch Program or
- School Breakfast Program or
- Afterschool Snack Program or
- Summer Food Service Program

- Operate during either-SY 2018-2019 in March-June or January 2020 and/or February 2020

And

- If no Child Nutrition Program was operated in Program Year 2021, sponsors will need to provide ISBE an Assurance Statement, agreeing to provide and claim meals at the end of the public health emergency

ISBE-Calculate Reimbursement Funds

March for Existing Sponsors

- March 2019 Reimbursement minus
- March 2020 Reimbursement,
- Multiply by 55% and
- Divide totally by 2
- Equals reimbursement funds for March 2020

Sample- March Existing SNP Sponsor

Existing SNP Sponsor (operated NSLP SY2018-2019)

Calculate March Emergency Cost Funds

March 2019 minus March 2020= difference

Difference multiply by 55%= March total amount

March total amount divide by 2= March total Payment

March 2019 \$30,000.00

March 2020 -\$21,000.00
 \$9,000.00

$\$9,000.00 \times .55 = \$4,950.00$

$\$4,950.00 \div 2 = \$2,375.00$

\$2,375.00 March total payment



ISBE-Calculate Reimbursement Funds

April-June

- Claim month (April/May/June)2019 minus
- Claim month (April/May/June)2020,
- multiply by 55%
- Equal total reimbursement (April/May/June)

Sample-April-June SNP Calculation

Existing SNP Sponsor (operated NSLP SY2018-2019)

Calculation method for: April, May and June Emergency Cost Funds

April 2019 minus April 2020= difference

Difference multiply by 55%= April total payment

| | |
|------------|---------------------|
| April 2019 | \$35,000.00 |
| April 2020 | <u>-\$20,000.00</u> |
| | \$15,000.00 |

$\$15,000.00 \times .55 = \$8,250.00$

\$8,250.00 April total payment



Sample-April-June SNP Calculation

Existing SNP Sponsor (operated NSLP SY2018-2019)

April 2019 minus April 2020 = difference

April total payment zero if 2020 is greater than 2019

| | |
|------------|---------------------------|
| April 2019 | \$19,000.00 |
| April 2020 | <u>-\$20,000.00</u> |
| | - \$1,000.00 |
| | April total payment = \$0 |



ISBE-Disburse Funds to Sponsors

- ISBE Funding and Disbursement Department will distribute funds according to calculation formula
- Funds will be sent through WINS/FRIS and automatically deposited in sponsor's account
- Sponsors do not need to calculate or request funds
- Funds will be disbursed by January 31, 2022.



Sponsor Responsibilities-

- Use Funds:
 - Allowable program expenses
 - Reimburse local source funds used to supplement and maintain documentation.
- Assurance statement-only sponsors that have not resumed operations must return statements when requested

Questions-

For additional information regarding fund calculations please send emails to:

CNP@isbe.net

For questions related to the distribution of funds please contact:

Funding and Disbursement Department

(217)782-5256