



Illinois  
State Board of  
Education



**It Takes a Community to Feed a Community**



SNP Back to School **Virtual** Conference  
July 19 – 21, 2021



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Education

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**DON'T  
MISS OUT!**



## Monday

- 9 – 10:30am: ISBE Update (Recorded)
- 1 – 2:30pm: Menu Planning (Recorded)



## Tuesday

- 9 – 10:30am: USDA Foods (Recorded)
- 1 – 2:30pm: Financial Management



## Wednesday

- 9 – 10:30am: Monitoring
- 1 – 2:30pm: Wrap-Up Game

**Register Now...There is Still Time!!**



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# SNP BACK TO SCHOOL CONFERENCE

## It Takes a Community to Feed a Community



The Illinois State Board of Education Nutrition Department's annual School Nutrition Programs Back to School Conference will be virtual for School Year 2021-22. This year's theme is "It Takes a Community to Feed a Community." The virtual conference features recorded trainings, exhibitors, and live webinars set for July 19-21, 2021.

- Professional Development Tracking Form 

**SNP Back to  
School  
Conference  
Webpage**

**[www.isbe.net/snpb2s](http://www.isbe.net/snpb2s)**

Tune in to Live Webinars

View On-Demand Trainings

Visit Our Exhibitor Tables

2020 Presentations and Materials

2019 Presentations and Materials

Additional Training Resources

**CHECK THIS OUT!**

# DON'T FORGET

## SNP BACK TO SCHOOL CONFERENCE

Track  
Conference  
Hours

### It Takes a Community to Feed a Community



The Illinois State Board of Education Nutrition Department's annual School Nutrition Programs Back to School Conference will be virtual for School Year 2021-22. This year's theme is "It Takes a Community to Feed a Community." The virtual conference features recorded trainings, exhibitors, and live webinars set for July 19-21, 2021.

- [Professional Development Tracking Form](#) 

### Document the following:

- Date
- Topic
- Length (hours, minutes)
- Keep documentation



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# Webinar Housekeeping Items

- You are viewing in “Listen Only” mode
- This webinar is being recorded and will be posted on ISBE’s Nutrition website
- We will be releasing further guidance and plan additional webinars to answer more questions
- Please ask questions during the webinar. If your question(s) is not answered due to time, send an email to [cnp@isbe.net](mailto:cnp@isbe.net)



**PLEASE  
NOTE**





**Welcome  
&  
Thank you for  
all you do!!!**

**Sit back and enjoy  
the webinar!**



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# Illinois State Board of Education



# School Nutrition Programs Financial Management SY 2021-2022

July 20, 2021



# Staff

## Procurement

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# Financial Management



# Financial Management





# Illinois State Board of Education



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# Procurement Topics

- FSMC/Vended Meal Contracts
- Website
- Procurement Fact Sheets
- Code of Conduct & Procurement Procedures
- Equipment
- Procurement Reviews



# Have a Contract with an FSMC/ Vended Meals Company?

- Due to the COVID-19 pandemic, the Illinois State Board of Education Nutrition Department (ISBE) and the U.S. Department of Agriculture (USDA) is allowing for a negotiated rate increase during this emergent time, if applicable, or to add an additional Child Nutrition Program that was not included in the original contract (such as the Seamless Summer Option).
- Amendments submitted at the beginning of the pandemic have expired and new amendments must be submitted, if applicable.
- Amendment guidance for School Year 2021-22 was sent via email to every applicable Authorized Representative on July 2, 2021.
- If the SFA would like to submit an amendment to the contract, related to the COVID-19 pandemic, there is a required form that must be used and once agreed-upon final rates have been determined, please submit a copy of the signed amendment form to [nutritionprocurement@isbe.net](mailto:nutritionprocurement@isbe.net).
- If you need a copy of the required form or have any questions, please contact [nutritionprocurement@isbe.net](mailto:nutritionprocurement@isbe.net).



# Procurement Website

<https://www.isbe.net/Pages/Nutrition-Financial-Management.aspx>

NUTRITION

## FINANCIAL MANAGEMENT

The Illinois State Board of Education Nutrition Department's Financial Management section of the website provides rules and resources to Child Nutrition Programs sponsors on procurement, contracts, and other financial matters. Child Nutrition Programs includes sponsors participating in the Child and Adult Care Food Program (CACFP), Summer Food Service Program (SFSFP), and the School Nutrition Programs (SNP), which includes the National School Lunch Program and other school-based programs.

Procurement means the process of obtaining goods and/or services in accordance with applicable rules and regulations.

Resource Management for School Nutrition Programs includes four general areas: Maintenance of Non-Profit School Foodservice Account, Paid Lunch Equity (PLE), Revenue from Nonprogram Foods, and Indirect Costs.

General  
Procurement for All  
Programs

SFSP/CACFP  
Vended Meals  
Contracts

SNP FSMC/Vended  
Meals Contracts

SNP Resource  
Management



CNP NEWSLETTERS



TRAINING OPPORTUNITIES

Fact Sheets



Illinois  
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# Procurement Website

Nutrition Home Page:  
[www.isbe.net/nutrition](http://www.isbe.net/nutrition)

## NUTRITION

Welcome to the Nutrition Department. This department supports and promotes the overall well-being of children. Healthy meals and healthy habits are essential for readiness to learn and success in the classroom and beyond.

Programs administered by the department include the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, Summer Food Service Program, Fresh Fruit and Vegetable Program, and the Special Milk Program. Are you interested in participating in Child Nutrition Programs in Illinois? Visit the [New Applicants webpage](#) for more information on how to become a sponsor.

**ATTENTION:** Language assistance services, free of charge, are available to you. Call (800) 545-7892 (Illinois only) or (217) 782-2491 (TTY: (217) 782-1900).

Log in to IWAS

### What's New?

- CDC Guidance for COVID-19 Prevention in K-12 Schools (updated July 9, 2021)
- Tyson Foods Inc. Recalls Ready-To-Eat Chicken Products Due to Possible Listeria Contamination
- SY 21-22 Paid Lunch Equity Requirements and Guidance 📄
- Menu Board Inserts for Fiscal Year 2022
- **ISBE & USDA RESOURCES**
  - School Nutrition Programs Back to School Conference
  - ISBE SY 21-22 FAQs 📄
  - Reimbursement Rate Comparison Chart SY 21-22 📄
  - Meal Pattern Waiver Chart for SY 21-22 📄
  - USDA Q&A for Child Nutrition Program Operations in SY 21-22
  - Child Nutrition Programs Waivers for School Year 2021-22 📄
    - Nationwide Waivers and Flexibilities for CACFP 📄
  - USDA Extends Flexibilities Through the Summer - 📄 (03/10/2021)
  - USDA FNS: Illinois COVID-19 Waivers & Flexibilities
  - ISBE COVID-19 Updates and Resources



### CHILD & ADULT CARE FOOD PROGRAM

- Child Care Institutions
- Family Day Care Homes



### FINANCIAL MANAGEMENT

- General Procurement for All Programs
- SFSP/CACFP Vended Meals Contracts
- SNP FSMC/Vended Meals Contracts
- SNP Resource Management



### FOOD DISTRIBUTION PROGRAM

- USDA Foods Show



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# Procurement Website

- General Procurement for All Programs

General  
Procurement for All  
Programs

Contracting Diversification

Rules and Regulations

Procurement Methods

Contract Certification Forms

Geographic Preferences

Bid Protest

Competition

Procurement Procedures

Code of Conduct

Group Purchasing Organization

Buy American

FFVP Procurement Information (School Nutrition Programs)

Procurement Review (School Nutrition Programs)

Expenditures (School Nutrition Programs)

Equipment

References and Resources



# SNP FSMC/Vended Meal Contracts

- SNP  
FSMC/Vended  
Meals Contracts



## RESOURCES

- [List of Potential Contractors](#) 

## NUTRITION

### SNP FSMC/VENDED MEALS CONTRACTS

A food service management company (FSMC) contract is one in which the contractor manages some aspect of the school food service program. Generally, the FSMC prepares and serves the meals and/or manages the school meal program(s).

In a vended meals contract, the contractor provides the meals only (generally pre-packaged/pre-plated) and does not manage any aspect of the school food service. However, if the contractor's employees are responsible for the management of the program and/or for the final preparation and/or serving of pre-packaged/pre-plated school meals, the contract becomes a FSMC contract and is no longer considered a vended meals contract.

If you are not sure which type of contract you have or you are considering contracting for the first time, please contact the Nutrition Procurement department for further information and clarification (800-545-7892).

Provided below are links to the forms and documents to assist you in completing a successful procurement or contract renewal.

If you have questions regarding the bid solicitation and contract procedures or contract renewal process, please contact the Nutrition procurement team at (217) 782-2491 or (800) 545-7892 (in Illinois), or [nutritionprocurement@isbe.net](mailto:nutritionprocurement@isbe.net).

[Rules and Regulations](#) 

[Three Step Bid Submission](#) 

[Food Service Management Company Contract Prototypes](#) 

[Vended Meals Contract Prototype](#) 

[Informal Bidding Procedures – Vended Meals Contract](#) 

[Contract Renewal](#) 

[Contract Amendments](#) 

[Contract Rebidding](#) 



# Procurement Fact Sheets

- Code of Conduct
- Large/formal Purchase Method (FSMC/Vended)
- Large/formal Purchase method
- Micro Purchase Method
- Procurement Procedures
- Small Purchase Method
- Terminologies


## NUTRITION FINANCIAL MANAGEMENT

The Illinois State Board of Education Nutrition Department's Financial Management section of the website provides rules and resources to Child Nutrition Programs sponsors on procurement, contracts, and other financial matters. Child Nutrition Programs includes sponsors participating in the Child and Adult Care Food Program (CACFP), Summer Food Service Program (SFSP), and the School Nutrition Programs (SNP), which includes the National School Lunch Program and other school-based programs.








Procurement means the process of obtaining goods and/or services in accordance with applicable rules and regulations.

Resource Management for School Nutrition Programs includes four general areas: Maintenance of Non-Profit School Foodservice Account, Paid Lunch Equity (PLE), Revenue from Nonprogram Foods, and Indirect Costs.




Fact Sheets 

**PROCUREMENT:**

- Code of Conduct 
- Large/Formal Purchase Method: For FSMC/Vended Meals 
- Large/Formal Purchase Method: For Food/Supplies/Equipment/Services 
- Micro Purchase Method 
- Procurement Procedure 
- Small Purchase Method 
- Terminologies 

**RESOURCE MANAGEMENT (SCHOOL NUTRITION PROGRAMS):**

- Maintenance of the Non-Profit School Food Account 

# Fact Sheets

## Micro Purchase Method

The micro purchasing method is usually used by small SFAs or by any SFAs for very small or unplanned purchases, like replacement or repair of equipment or for items that are purchased in small quantities like replacement trays, office items and/or extermination services. This method of procurement allows for purchasing without soliciting competitive price quotations as long as the price is reasonable and falls below the required purchasing threshold.

### When can the micro purchase procurement process be used?

The micro purchase method can be utilized when the estimated dollar value of the contract or purchase(s) for the year is below \$10,000 or a lesser amount if the SFA has a more restrictive threshold. SFAs should check their districts procurement procedures/policies to determine if their SFA has a smaller threshold for when they can utilize the micro purchase method. For example, if your district has a more restrictive threshold that states that only purchases under \$5,000 can utilize the micro procurement method, then you would follow your districts more restrictive policy.

When estimating the purchase amount, the estimate should be based on the estimated/planned value of the contract/purchase(s) over the year. When planning for your purchases for an upcoming year, all micro purchases should be assessed to see if the most economical approach would be to purchase all of the items together from the same vendor. Purchases cannot be split to purposely fall below the threshold. If the purchase(s) is/are more than \$10,000 (or lower based on your SFAs threshold) you will need to use either the small or large (formal) purchase method.

### Requirements of the Micro Purchase Process

- 1) Reasonable – all purchases utilizing the micro purchase method must be reasonable in order to verify that the price is reasonable, the SFA could compare previous purchases, conduct online research and/or compare to similar items being purchased.
- 2) Distribute purchases equitably among qualified suppliers – Example: If you purchase a large amount of paper each school year and you usually purchase paper about 3 times a year, you should purchase a small amount of paper each school year.

## Financial Management Procurement

## Small Purchase Method

The Small Purchase process of procurement is sometimes referred to as an Informal Procurement Method or 3 bids and a buy. This method is more structured than the Micro Purchase Method but not as formal as the Large/Formal Procurement Method that is required for purchases above the thresholds listed below.

### When can the Small Purchase Procurement Method be used?

When the estimated dollar value for the year of the contract and/or purchase meets one of the following criteria:

- Public Schools: purchase of perishable foods and beverages below \$250,000
- Public Schools: purchase of non-perishable foods/supplies/equipment/services below \$250,000
- Non-Public Schools and non-school participants: purchase below \$250,000

\*Note that these are the federal and state thresholds, if your SFA has a more restrictive or more restrictive threshold must be followed.

The estimate should be based on the estimated/planned value of the contract/purchase. In general, purchases cannot be split to fall below the threshold. There are limited exceptions. For example, in some scenarios in which a mainline vendor may not carry certain types of products or services, purchases may be a large savings if purchased through a separate vendor, or if an unexpected change occurs later in the year. Please reach out to the procurement staff at ISBE if there are questions.

### Steps of the Small Purchase Process

**Step 1 Pre-Solicitation:** Research prospective vendors, who sells what you are looking for, get names and contact information for outreach after completing step 2.

**Step 2 Develop Your Solicitation:** Write specifications and draft the solicitation for the annual quantity for each specified item, any contract terms and conditions including requirements such as Buy American, Equal Employment Opportunity, affirmative action, Small Businesses, invoice method, delivery requirements, and type of contract. Contract terms vary based on the value of the procurement event.

**Step 3 Start the Solicitation Process:** Obtain price quotes from a minimum of three vendors using this method being called 3 bids and a buy. Provide vendors with the solicitation.

## Financial Management Procurement

## Terminologies

In order to assist with following along with instructions, guidance and templates related to procurement, the following definitions of common terminologies has been developed.

**Bid:** an offer to provide a product or a service in accordance with the specifications and conditions as indicated by the SFA for a stated price.

**Bidder or Offeror:** an entity that submits an offer in response to a solicitation. **Contract:** a comprehensive collection of documents together with the solicitation document and all related attachments. Furthermore, a contract is a formal, legally enforceable agreement between a buyer and the seller, which establishes a legally binding obligation for the vendor to furnish goods and/or services and for the SFA to compensate the vendor. A contract must clearly and accurately describe the goods, products and/or services to be delivered or performed and the terms and conditions of the agreement.

**Contract Amendment:** if there is a change to a contract, it must be assessed to determine if the contract can be amended or if the change is substantial enough to require a rebid of the contract. Any changes to a contract, must be discussed with ISBE procurement staff to determine if an amendment would be acceptable.

**Contract Management:** Each SFA is legally and financially responsible for ensuring compliance with federal and state requirements, even if they contract with a FSMC or Vendor. The SFAs must conduct ongoing monitoring and management of the vendor's performance regarding the goods or services awarded in the contract, as well as assuring compliance with all other terms and conditions of the awarded contract, such as pricing and condition of goods or services received. It includes managing the relationship between the vendor and school food service department, the purchasing, communication to the vendor regarding its performance, as well as dispute resolution, if necessary.

**Equipment:** Tangible personal property (including information technology systems) having a useful life of one year or longer and a per-unit acquisition cost that equals or exceeds the lesser capitalization level established for financial statement purposes, \$5,000, or a lower threshold set by local level regulations. (OMB and 2 CFR 200.33)

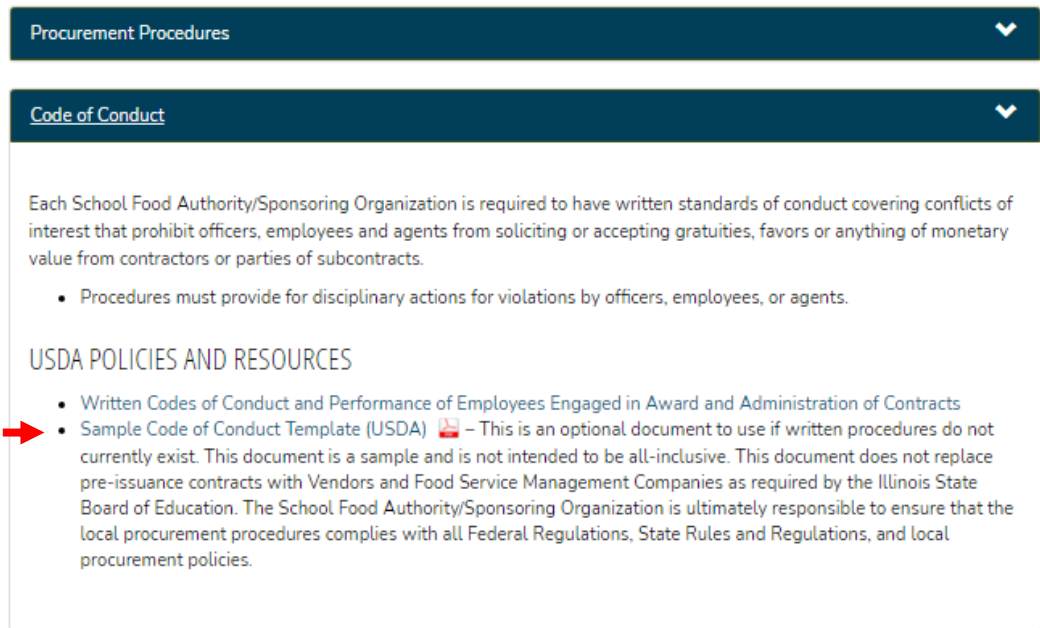
**Fixed Price:** contract term, which indicates the price is set at a certain amount and is not subject to change unless the school food service department requests a change in specifications, delivery, or term. Generally, a school food service department's request for a change to

## Financial Management Procurement



# Code of Conduct

- Each School Food Authority/Sponsoring Organization is required to have written standards of conduct.
- Fact Sheet
- Code of Conduct Template




Procurement Procedures

Code of Conduct

Each School Food Authority/Sponsoring Organization is required to have written standards of conduct covering conflicts of interest that prohibit officers, employees and agents from soliciting or accepting gratuities, favors or anything of monetary value from contractors or parties of subcontracts.

- Procedures must provide for disciplinary actions for violations by officers, employees, or agents.

USDA POLICIES AND RESOURCES

- Written Codes of Conduct and Performance of Employees Engaged in Award and Administration of Contracts
- Sample Code of Conduct Template (USDA)  – This is an optional document to use if written procedures do not currently exist. This document is a sample and is not intended to be all-inclusive. This document does not replace pre-issuance contracts with Vendors and Food Service Management Companies as required by the Illinois State Board of Education. The School Food Authority/Sponsoring Organization is ultimately responsible to ensure that the local procurement procedures complies with all Federal Regulations, State Rules and Regulations, and local procurement policies.



# Procurement Procedures

## Procurement Procedures

Each School Food Authority/Sponsoring Organization is required to have its own documented procurement procedures in place that reflect applicable state and local laws and regulations, provided that procurements made with Child Nutrition Program funds adhere to the standards set forth in 2 CFR 200.318(a).

- The School Food Authority/ Sponsoring Organization must have oversight procedures and documentation.
- The School Food Authority/ Sponsoring Organization must have written standards of conduct covering conflicts of interest that prohibit officers, employees and agents from soliciting or accepting gratuities, favors or anything of monetary value from contractors or parties of subcontracts.
- The procedures must avoid acquisition of unnecessary or duplicate items.
- The School Food Authority/ Sponsoring Organization must award contracts only to responsible contractors.
- The School Food Authority/ Sponsoring Organization must maintain records sufficient to detail the history of the procurement.
- School Food Authority/Sponsoring Organization must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold, including contract modifications.
- School Food Authority/Sponsoring Organization must take steps to assure that small, minority and women's businesses enterprises and labor surplus firms are used when possible.

## USDA POLICIES AND RESOURCES

- SP02-2016; CACFP02-2016; SFSP02-2016: Questions and Answers on the Transition to and Implementation of 2 CFR Part 200
- Below is an optional document to use if written procedures do not currently exist. This document is a sample and is not intended to be all-inclusive. This document does not replace pre-issuance contracts with Vendors and Food Service Management Companies as required by the Illinois State Board of Education. The School Food Authority/Sponsoring Organization is ultimately responsible to ensure that the local procurement procedures complies with all Federal Regulations, State Rules and Regulations, and local procurement policies.
  - Sample Procurement Procedures: SFSP/CACFP (ISBE)
  - Sample Procurement Procedures: SNP (ISBE)
  - Sample Procurement Procedures: SNP (ADE)

- Each School Food Authority (SFA)/Sponsoring Organization is required to have its own documented procurement procedures in place that reflect applicable federal, state and local laws and regulations.
- Fact Sheet
- Procurement Procedures Template



# Equipment

- Equipment purchased with CNP funds must be necessary and reasonable for proper and efficient performance and administration of the Child Nutrition Programs (CNP)
- There is a process and documentation that must be followed when purchasing equipment for the CNP.

## Equipment

The OMB guidance and U.S. Department of Agriculture (USDA) regulations at 2 CFR 200.313 define "equipment" as tangible personal property (including information technology systems) having a useful life of one year or longer and a per-unit acquisition cost that equals or exceeds the lesser capitalization level established for financial statement purposes, \$5,000, or a lower threshold set by local level regulations.

During administrative reviews required by 7 CFR Parts 210, 225, 226 and procurement audits as required by 2 CFR 200.501, ISBE will review equipment purchases, ensuring purchases were made based on either the approved equipment list or the ISBE prior approval process. If equipment purchase(s) are deemed unallowable during any audit or review process, ISBE may disallow the purchase(s) and require the SFA/ Sponsoring Organization to replenish the non-profit school food account as appropriate.

Costs associated with remediation or repair to the facility (i.e. plumbing, heating, air conditioning, construction, etc) that would add to the permanent value of the facility are unallowable. These costs should be borne by the School Food Authority's/ Sponsoring Organization's general fund.

- ISBE Pre-Approved Equipment List
- Equipment Purchase Attestation Form (for equipment purchased on the pre-approved list)
- Equipment Purchase Request Form (for equipment purchased **NOT** on the pre-approved list)

The purchase of equipment must follow local, state, and federal procurement rules and regulations. For more information visit our General Procurement website for more procurement resources including:

- Procurement resources
- Procurement rules, regulations and Q&As
- Other general procurement requirements
- Procurement Method Fact Sheets



# Equipment

## Start by Asking Yourself a Couple of Questions:

1

Is this purchase reasonable & necessary for the school nutrition program operation?



If the answer to #1 is NO – then the purchase is not an allowable use of Child Nutrition Program Funds

2

Is this purchase on the pre-approved equipment listing?

YES

- Complete & maintain a copy of the Attestation Statement that is on the Procurement Website under the Equipment box.
- Follow the correct procurement method based on the planned equipment purchases for the year.

NO

- Submit the Equipment Approval Request form & submit it to ISBE staff for review & approval.
- If approved, the SFA must follow the correct procurement method based on the planned equipment purchases for the year.





# Procurement Reviews



# Procurement Reviews

Will we have procurement reviews this year?

- Yes
- We will make a tentative list that will be posted on the website after all of the PY22 WINS applications are done.

Will we have procurement reviews this year if we are in SSO?

- Yes
- Whether an SFA is in SSO or NSLP – they are eligible for a procurement review.

Are procurement reviews a part of the Administrative Review?

- No
- The Procurement Reviews are a separate review and if you are up for one you will receive a notification that will specify the type of review you are to receive.



# Procurement Reviews

Notification

Submit Review Kick-off documents

Review & Comprehensive Follow-up

Review & Determination of Compliance

Citations & Technical Assistance

Corrective Action

Closure





# Illinois State Board of Education



## ***Resource Management***

***(As Part of Financial Management)***

***Toby Turek and Mike Gogerty, Principal Consultants***

***Illinois State Board of Education***

***Nutrition Department***

***(800) 545-7892 or (217) 782-2491***

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# Resource Management (RM) Overview

- The Healthy, Hunger-Free Kids Act of 2010 (HHFKA) amended the Richard B. Russell National School Lunch Act requiring a unified accountability system designed to ensure that participating school food authorities (SFAs) comply with National School Lunch Program (NSLP) and School Breakfast Program (SBP) requirements.
  - Resource Management is the overall look at the financial status of a School Food Authority (SFA)
  - Review will be in conjunction with Administrative Review

# RM Overview (Continued)

- In Conjunction with the Administrative Review
  - Reviews conducted within same year
  - Separate Monitors between reviews
  - Shared announcements and report findings



# Schedule of Review Process

- Announcement – AR and RM
- Survey Request – Determination of Review
- Schedule review
- Review held
- Review submitted through WINS system

# Four Areas of Resource Management

- Maintenance of Nonprofit School Foodservice
- Paid Lunch Equity (PLE)
- Revenue from Nonprogram Foods
- Indirect Cost





# Maintenance of Nonprofit School Food Service Account

- Overall look of financials; revenues vs. expenses to determine profit or loss
  - Annual Financial Reports and General Ledgers
- Net Cash Threshold review
  - Holding more than 3 months operating expenses
- Purchases review through 10% of invoices

## Maintenance of Nonprofit School Food Service Account (Continued)

- Key Issues
  - Unallowable purchases
    - Account must be repaid
  - Steep deficits
  - Over Net Cash Threshold
    - Capital Improvements
      - Do the students benefit from those improvements?
    - New Equipment

# Paid Lunch Equity

- The purpose of PLE is to increase PAID meal prices to be more equal for all levels of Free, Reduced, and Paid student meals.
- Not required to complete a tool: Residential Care facilities, SFAs in Community Eligibility Provision (CEP), those charging over USDA target rate, or programs participating in Seamless Summer Option (2021-22 school year only).
  - USDA Target rate for 2021-22 is \$3.18
  - SFAs new to NSLP must charge USDA target rate.



# Paid Lunch Equity (Continued)

- SFAs in Seamless Summer Option for '21-22
  - NOT required to raise lunch prices.
    - Still suggested to raise lunch prices as labor and food costs continue to rise.
    - In raising lunch prices, publish the lunch prices for your community to understand where lunch prices would sit had free meals not been available.
    - This option will keep you on course for pricing

# Paid Lunch Equity (Continued)

- Programs not electing Seamless Summer, but traditional NSLP for '21-22
  - Paid Lunch Equity is required
  - Exemption available for SFAs with zero or positive balance as of December 31, 2020, with approval, not required to raise lunch prices



# Paid Lunch Equity (Continued)

- Key Issues
  - Increases are not correct or not happening
  - Nonfederal contribution not documented



# Revenue from Nonprogram Foods

- Nonprogram foods include any non-reimbursable foods and beverages purchased using funds from the nonprofit school food service account. This encompasses all foods sold in schools such as adult meals, foods sold outside of school hours, or any foods used for catering or vending activities.
- Nonprogram Foods participation must remain positive
- SSO participants – first meal is at no charge, second meals must be charged at full price per Paid Lunch Equity



# Nonprogram Foods (Continued)

- Key Issues
  - Adult meal pricing
    - Federal Requirement \$0.40, ISBE suggestion \$0.50 above student pricing
    - Nonpricing programs - \$0.40/0.50 above free reimbursement
    - Pricing Programs - \$0.40/0.50 above highest paid student price
  - Failure to repay for school events



# Indirect Cost

- An indirect cost rate is a means of determining, in a reasonable manner, the percentage of allowable general management costs that benefit each federal program or activity.
- Indirect Cost proposals are generated through ISBE through Rate Delegation Agreement.
- Rates published on ISBE site each year
- Nonpublic schools may use de minimis rate of up to 10%

# Indirect Cost (Continued)

- Key Issues
  - New to use, based on pandemic revenue
  - Inconsistent usage between programs
  - Incorrect usage in general





Q&A

COMMUNITY  IT TAKES A COMMUNITY  
COMMUNITY  TO FEED A COMMUNITY  
SNP Back to School  
Virtual Conference



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# Contacts



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Supervisor: Dean Held

Director: Mark Haller

