

**Check in with CANS - Agenda**  
**Conference Call with DOE-Child and Adult Nutrition Services**  
**October 22nd, 2020 2:30PM CT/1:30PM MT**

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**All Child Nutrition Programs:**

• **Team Nutrition Resources**

- **\*NEW\* Resource:** *“Providing Multiple Meals at a Time During the Coronavirus (COVID-19) Pandemic”*. Three separate publications are available to choose from, based on the meal service that you are providing: NSLP & SBP, SSO, or SFSP. This includes a chart of the amounts of foods needed for multiple day distribution, information on the use of “bulk” foods, best practices, food safety, food quality, and parent communication.
  - [https://www.fns.usda.gov/sites/default/files/resource-files/FNS\\_Bulk\\_Foods\\_Handout.pdf](https://www.fns.usda.gov/sites/default/files/resource-files/FNS_Bulk_Foods_Handout.pdf)
  - <https://fns-prod.azureedge.net/sites/default/files/resource-files/SSOCVID.pdf>
  - <https://fns-prod.azureedge.net/sites/default/files/resource-files/SFSP%20Bulk%20Foods%20Tip%20Sheet.pdf>

• **Meals to You and Food Buying Guide updates:**

- Meals to You Program-There are 3 vendors who are contracted to provide ship to home meal service for eligible kids. Good option for kids in your school district who live in an area where transportation to get regular meals is a hardship. If you are interested contact me to explore your options 605-367-5295, [briggitta.bly@state.sd.us](mailto:briggitta.bly@state.sd.us)
- USDA released new training modules on recipe analysis workbook, child nutrition labels and product formulation statements and in house yield studies to meet meal pattern requirements in each program and are available at: <https://theicn.docebosaa.com/learn>, <https://www.fns.usda.gov/tn/food-buying-guide-training-resources>
- Calculating the grains component in CACFP meals using ‘ounce equivalents’ must be in place by Oct. 1, 2021. Please reach out to Katie Dryden for more details at [katie.dryden@state.sd.us](mailto:katie.dryden@state.sd.us)

• **\*\*TRAINING OPPORTUNITY\*\*Institute of Child Nutrition Live Virtual Trainings**

- The Institute of Child Nutrition is offering Virtual Instructor Led Trainings (VILTs) on various topics including:
  - Food Safety for School Nutrition
  - Food Safety for Child and Adult Care Food Program
  - Child and Adult Care Food Program Training
  - Nutrition
  - Train-The-Trainer
  - Basic Culinary Math

These trainings are free, live, and interactive. Classes are scheduled for the months of October, November and December. Class size is limited to 25 participants, so if interested you will want to register soon. For more information, check out their website <https://theicn.org/vilt/>

• **Farm to School Grant USDA Opportunity**

- Up to \$10 million in competitive grants available to eligible entities in FY 2021.
- These grants are designed to help implement farm to school programs by increasing access to local food, connecting children with agriculture for better health, and inspiring youth to consider careers in agriculture.
- Entities eligible include eligible schools, State and local agencies, Indian tribal organizations, small- to medium-sized agricultural producers or groups of these producers, non-profit organizations, and Child and Adult Care Food Program and Summer Food Service Programs at non-school based sites.
- Grant Applicant Resources website contains information to get you started: <https://www.fns.usda.gov/cfs/resources-farm-school-grant-program-applicants>) The grant application can be found on-line at <https://www.grants.gov/web/grants/view-opportunity.html?oppld=329449>. Applications must be submitted by **11:59pm ET on Friday, January 8, 2021**.

- **\*NEW\* USDA FNS Policy Memo SP01, CACFP01, SFSP01-2021: Q&A Relating to the Nationwide Waiver to Allow SFSP and SSO through SY2020-21 Extension, <https://doe.sd.gov/cans/documents/SP01-SFSP-SSO.pdf>**

**2. Are all sponsors expected to operate open sites that serve all children in the community?**

No, during the current COVID-19 pandemic, all sponsors are not expected to operate open sites that serve all children in the community. The nationwide waivers provide sponsors the flexibility to design SFSP/SSO operations that meet the particular needs of the communities they serve. A State agency's approval of the sponsor's determination of site type may be based on: the mode of instructional delivery, such as in-person, virtual, or hybrid; the health, safety, and space constraints at sites; other feeding options available to children who are not enrolled in school; and their resources and capabilities.

**3. Can SFAs operate closed enrolled sites and limit enrollment to their own students?**

While FNS encourages SFAs to serve the community during normal summer operations, FNS recognizes the unique operational challenges caused by the COVID-19 pandemic. SFAs operating SFSP/SSO during the regular school year during COVID-19 may decide to operate closed enrolled sites that limit participation to only students enrolled at the school site. Regulations at 7 CFR 225.14(d)(2) specify that summer school sites must be open to enrolled children and children residing in the area served by the site. However, this requirement is specific to summer school sessions, and does not apply to schools operating SFSP/SSO during the regular school year during COVID-19.

**4. How does the SFSP/SSO extension impact the 30-day eligibility carryover period?**

The eligibility carryover period is paused during SFSP/SSO operations. Eligibility carryover allows children to maintain their prior school year eligibility status for up to 30 operating days into the subsequent school year (7 CFR 245.6(c)(1) and (2)). "Operating day" is defined as a day that reimbursable meals are offered to eligible students under the NSLP or SBP (7 CFR 245.2). Schools that did not have any NSLP/SBP operating days at the start of SY 2020-2021 may begin the 30-day eligibility carryover period if they transition to NSLP/SBP. This includes schools that had been operating NSLP/SBP at the start of the school year, but retroactively claimed any NSLP/SBP meals as SFSP/SSO meals.

Schools that had a limited number of NSLP/SBP operating days at the start of SY 2020-2021 must deduct any days where NSLP or SBP meals were served and claimed from the 30-day eligibility carryover period. However, these schools may resume the remainder of the eligibility carryover period if they transition back to NSLP/SBP.

**7. Can the NSLP afterschool snack service operate simultaneously with SFSP/SSO?**

Yes. The NSLP afterschool snack service, which operates during the regular school year, may operate simultaneously with the SFSP/SSO during implementation of *Nationwide Waiver to Allow Summer Food Service program and Seamless Summer Option Operations through School Year 2020-2021 – EXTENSION*, October 9, 2020 <https://www.fns.usda.gov/cn/covid-19-response-59>. As noted in *SP 13, CACFP 07, SFSP 06-2020: Child Nutrition Program Nationwide Waivers: Questions and Answers*, issued April 11, 2020, <https://www.fns.usda.gov/cn/covid-19/nationwide-waivers-qas>, Program operators may participate in multiple Programs. However, in no circumstances may children receive more than the numbers of reimbursable meals allowed in each Program for which they are eligible. Although schools generally must operate the NSLP in order to operate the NSLP afterschool snack service, FNS recognizes that for the duration of operations under the waiver, schools may be serving breakfasts and lunches through SFSP/SSO.

Similar to the at-risk afterschool meals component of the CACFP, schools that are offering non-congregate meals may meet the requirement to offer an enrichment activity with the NSLP snack service virtually or in other non-congregate ways. See Question 18 of *SP 24, CACFP 13, SFSP 13-2020: Questions and Answers for the Child Nutrition Programs during School Year 2020-2021 – #5*, issued August 21, 2020, <https://www.fns.usda.gov/disaster/pandemic/covid-19/questions-and-answers-child-nutrition-programs-during-sy-2020-21>.

**8. May CACFP At-Risk sites/sponsors that did not serve weekend meals prior to COVID-19 expand to provide weekend meals with a non-congregate enrichment activity?**

Yes. Consistent with 7 CFR 226.17a(b), CACFP at-risk centers that provide care for children on weekends during the regular school year may claim meals served on weekends. However, in making decisions about whether a program should operate on weekends, States, at-risk sponsors, and at-risk centers are encouraged to tailor their operations to the needs of the community; State agencies should review program operations with this in mind. In addition, the State agency must ensure that CACFP at-risk centers serving weekend meals also provide weekend at-risk enrichment activities, either in person or virtually, on the weekend days for which meals are served. For example, if an at-risk center serves meals intended for consumption on Saturday, they must provide access to an enrichment activity on that Saturday.

**9. For CACFP at-risk afterschool care programs that are providing on-site care to children attending school virtually, what meals may be served?**

Per Federal regulations at 7 CFR 226.17a(m), when school is in session, a CACFP at risk meal and/or snack must be served after the child's school day. Schools that are operating virtually are considered to be in session; therefore, the afterschool program would need to plan their meal service around the time the virtual school is operating. Only a meal and/or snack served after the virtual school day is over would be reimbursable.

FNS understands that programs caring for students in virtual school would be in a position to serve meals during the school day. CACFP at-risk afterschool care programs can work with their State agencies to explore operating as an SFSP sponsor or site while the *Nationwide Waiver to Allow Summer Food Service Program and Seamless Summer Option Operations through School Year 2020-2021 – EXTENSION*, October 9, 2020, <https://www.fns.usda.gov/en/covid-19-response-59>, is in effect. An at-risk program may also be able to apply to operate CACFP as a child care center. Under SFSP or regular CACFP, the program would have more flexibility in when a meal and/or snack could be served; however, only the maximum number of meals allowed under the program would be reimbursable.

**School Nutrition Program (SNP)**

- If you have not completed your **School Nutrition Program iCAN application**, please complete the application as soon as possible. The final day to submit a claim for August is Oct. 30.
- The **CANS Equipment Grant deadline** has been extended to October 29. Remember that the 50% F/R requirement has been removed from the grant application, so I encourage all schools to apply, even if you have been denied in the past. Also, grant applications must be mailed, not emailed or faxed.

**Seamless Summer Option (SSO) and Summer Food Service Program (SFSP)**

- The **Seamless Summer Option (SSO) and Summer Food Service Programs (SFSP)** have been extended through June 30, 2021.
  - The USDA received funding to allow free meals through the end of the school year.
  - If your school or agency would like to extend your current SSO or SFSP, please update the dates of operation in your iCAN application.
  - If your school or agency would like to apply for the SSO or SFSP for the first time, please complete the form found on the [CANS website](#) under Announcements Regarding Coronavirus/COVID-19 called "[SSO and SFSP Extension to June 30, 2021.](#)" This link opens a Word document.
- **Collecting Free and Reduced Price Applications while operating SSO or SFSP for the entire school year:** Since the USDA issued nationwide waivers that extend SSO and SFSP for the entire school year through June 30, 2020, schools and agencies that will use SSO or SFSP for the entire school year can no longer collect free and reduced price meal applications. Free and reduced price applications can only be collected to establish a free or reduced price meal benefit. SSO and SFSP allow all students to eat free of charge.
  - The SD DOE, USDA, and US ED are working on guidance for schools to do their annual reporting of free, reduced, and paid meal benefits. The guidance from SD DOE right now is to report the information you have.
    - If students submitted a complete application that has been properly approved for the year, report that eligibility.
    - 30-day benefit carryover is paused as soon as your school starts operating under SSO or SFSP (this includes any retroactive days back to the first of the month). Any students still within that 30-day carryover, report that eligibility.

- If you do not have carryover eligibility, a new application, or a new direct certification match for the student, please report them as paid.
- **Seamless Summer Option Onsite Monitoring** is required for all SSO approved sites. This is different from the typical school lunch/breakfast monitoring that is only required if you have more than one feeding site. In SSO monitoring, you are not required to observe breakfast and lunch-only one or the other. The SSO onsite monitoring form can be found on the [CANS/SNP website](#) under the School Meal Programs Resources/Seamless Summer Option (SSO) section.
- **Claims for reimbursement for SSO and SFSP** open in your iCAN account after the application is approved. You may claim meals back to the first day of the month the application was approved as long as you reimburse the students for the paid charges.
  - For example, if a school's SSO or SFSP application is **approved on Oct. 16**. That school may claim SSO or SFSP meals back to Oct. 1 as long as students are refunded for any meals purchased in Oct. In this example, this school **cannot claim Sept.** meals in SSO.
- **I'm Approved for Free Meals – Now What?**
  - Once your site has received approval for SSO/SFSP in iCAN system, your site is considered as approved for providing meals at no charge.
  - Your site must now decide when will you provide meals at no charge. **There are two options:**
    1. Consider meals as free – dating back to the 1<sup>st</sup> of the month from the month that the iCAN SSO/SFSP application was approved. You cannot retroactively claim free meals from the beginning of the school year.
    2. If this process is used, the school must be sure to refund the paid and reduced-price households which were charged for meals earlier in the month.

**OR –**

    1. Begin providing meals at no charge going forward.
    2. This would may result in the school having both an NSLP/SBP (or CACFP) claims for the first half of the month, and an SSO/SFSP claim for the 2<sup>nd</sup> half of the month. Be sure not to double-count meals. CANS will follow up with schools that have multiple program claims in one month to double check proper claiming.
    3. Choose this process if your school needs to avoid refunding households.
  - When approved for SSO/SFSP to provide meals at no charge, the meals claimed at the free rate must only be claimed thru the SSO/SFSP claim – not your normal NSLP/SBP (or CACFP) claim. You can find the SSO claim on the claim screen listed under the claims for SNP. The SFSP claim is listed under the SFSP button.

Item	Description
Claim - SNP	School Nutrition Program Claims
Claim - SSO	Seamless Summer Option Claims
Claim - FFVP	Fresh Fruit and Vegetable Program Claims
Claim Rates	View current claim rates
Payment Summary	Summary of payments made to this Sponsor

- **Summer Food Service Program (SFSP):**

- **Civil Rights training** is a yearly requirement across all programs (SFSP, CACFP, SNP). If you completed civil rights training before the new school year started SY 20-21 (July 1, 2020) this same training works for SFSP, you do not have to retrain your staff for SFSP.
- Some sponsors have encountered **iCAN application problems** . As with all applications in iCAN, a sequence must be followed when filling out the application. Not following this sequenced order will cause problems in your application.
  - Please download “*SFSP iCAN sequence of Application Packet Entry*” document from the SFSP website: <https://doe.sd.gov/cans/sfsp.aspx> under the “Documents” tab. Please follow these instructions to avoid problems with your application.
- Do not start your 20-21 SFSP application without a go ahead from us. In order to be approved for the SFSP waivers:
  1. Complete and submit your waiver form. Located at <https://doe.sd.gov/cans/> under Announcements Regarding Coronavirus/COVID-19, titled: [SSO and SFSP Extension to June 30, 2021](#)
  2. Receive approval for your form.
  3. Receive an email from the SA to start your iCAN application.
  4. At this time, we are not approving 20-21 applications past June 30, 2021. That is when the current waivers end.
- Request: If corrections are required in your iCAN application and the “Submit for approval” button is not available, please go into your Sponsor application hit modify and save. Please do not modify anything else that has already been reviewed and received a green checkmark.
- Health Inspection for schools who are doing SFSP: If you are a school who is currently doing SFSP/SSO our agency will arrange your 2 health inspections/school year as it is done during regular SNP operations. Agencies who are not schools (not normally in SNP at this time) we will continue with the regular SFSP requirements and you will have to reach out to arrange your health inspection while you are operating the program.

### **Child and Adult Care Food Program (CACFP):**

- **CACFP iCAN applications** opened on September 29, 2020.
  - In order to receive a timely October claim reimbursement, please submit your application by October 27. This gives the CANS office time to review your application and work through any corrections with you. Applications are reviewed and approved in the order in which they are submitted.
  - The COVID-19 waivers are in effect, please submit a copy of the waiver excel spreadsheet that was included in the original email announcing applications are open sent out on 09/29. Your iCAN application cannot be approved without this spreadsheet.
  - All checklist items must be uploaded into your application by your agency. We are not accepting any items by mail or email.
  - Training requirements: On October 1<sup>st</sup> the new program year started for CACFP. This not only means you need to complete your annual application, but that training requirements start over. Please continue to take the required trainings on our website throughout the year to ensure you satisfy the training requirements for this new program year. Trainings for the PY 20-21 are due to be completed by September 30, 2021.

### **Food Distribution Program:**

- The December Order Form will open at 9:00 a.m. on Monday, November 2<sup>nd</sup> and close at 9:00 a.m. on Monday, November 9<sup>th</sup>.
- Make sure to sign your Bill of Lading when you receive your USDA Foods order. If you are not able to check your order at the time of delivery and you receive extra product or are missing product, an OS&D report needs to be completed in iCAN within 5 days of your delivery. Do not accept extra product. Remember another school is expecting that product.

- School's that have not placed a DoD Fresh/FFAVORS order will have until December to start spending otherwise you risk losing entitlement. If your school is closed due to COVID, email me the circumstances as to why you are not using your DoD Fresh entitlement.

### Upcoming Trainings:

- **Crash Course with CANS webinar:** is schedule for Thursday, October 29 at 2:30 pm CT/1:30pm MT.
  - Topic: Hey, That's Not What I Ordered! Monitoring Contracts in the Child Nutrition Programs.
  - These webinars are through ZOOM:  
<https://us02web.zoom.us/j/87865780472?pwd=WnE2b1dzWVZiZDFhYzE0YU5VeE5mUT09>; Dial by your location +1 312 626 6799 US (Chicago); Meeting ID: 878 6578 0472; Passcode: 297207
- **Next Check in with CANS conference call:** scheduled for **Thursday, November 5 at 2:30 pm CT/1:30 pm MT**. The call in phone number: 866-410-8397, participant code: 7587919653#. You can also join with this link: <https://meet.lync.com/stateofsouthdakota/beth.henrichsen/9WW54J06>. We will discuss the waiver extensions, a new Q&A, and any other hot topics.

**Professional Standards Reminder:** Any learning or training you receive about any aspect of the School Nutrition Programs can be counted as training time towards the professional standards annual training requirement.

Please retain documentation to show what topics were trained. For example, agenda, topics, handbook, certificate, etc. And record training on a Tracking Tool – we suggest using the [SD Tracker Tool](#) posted on the CANS NSLP website.

**This Conference call was 30 minutes long and can credit for 30 minutes of training.**

Learning Topics discussed during this call were:

- 3000 Administration: 3200 Program Management - 30 minutes