

Nonprogram Pricing Worksheets for Adult Meals in the School Nutrition Programs

Adult meal pricing is the price charged to adults (such as teachers, staff, and visiting adults) who purchase a meal at a site participating in the U.S. Department of Agriculture's (USDA) [National School Lunch Program \(NSLP\)](#) or [School Breakfast Program \(SBP\)](#). The benefits of the NSLP and SBP are for enrolled children only. Revenues from the [nonprofit school food service account \(NSFSA\)](#) cannot subsidize adult meals.

School food authorities (SFAs) must charge adults a higher price than students even if the meal is the same. SFAs have the option of charging adults a la carte prices or setting a unit price for the entire adult meal. The CSDE does not cap prices for adult meal prices or a la carte items; however, adult prices must at least cover the food cost at the same level as the school meals.

Access CSDE's Nonprogram Pricing Worksheets for Adult Meals

SFAs may use the CSDE's *Nonprogram Pricing Worksheets for Adult Meals* to determine the unit price for adult meals.

Click to access the CSDE's [Nonprogram Pricing Worksheets for Adult Meals](#).

How to Use the Worksheets

The *Nonprogram Pricing Worksheets for Adult Meals* Excel file includes two worksheets.

- Worksheet 1: Pricing of Adult Meals in School Nutrition Programs
- Worksheet 2: Pricing of Adult Meals in Community Eligibility Provision (CEP) Schools

Use worksheet 1 for all schools except [Community Eligibility Provision \(CEP\)](#) schools. CEP schools must use worksheet 2 (refer to "Pricing Adult Meals for CEP Schools (Worksheet 2)" on page 2).

- Complete the yellow fields in each worksheet. All other fields calculate automatically.
- If the district has chosen the healthy food option of Connecticut's [Healthy Food Certification \(HFC\)](#) or qualifies for the U.S. Department of Agriculture's (USDA) [Performance Based Reimbursement](#), the funding for these programs must be added to the price charged to adults. This funding is provided for student meals only.

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- If the school uses tiered pricing, the highest student meal prices at that building must be used to determine the adult meal prices for that building. Use a new worksheet for each school if the adult pricing is determined by building.
- **Note:** If the school is eligible for the severe need rate, the amount for the paid breakfast and lunches must be changed to reflect the severe need rate of reimbursement.

Pricing Adult Meals for CEP Schools (Worksheet 2)

For CEP sites, the free meal reimbursement rate for each meal type must be used to determine the correct adult meal prices for that building. SFAs have the option of pricing adult meals per building or districtwide. The free reimbursement rate for breakfast and lunch is used for the baseline in determining pricing. SFAs must enter the actual price being charged to adults for breakfast and lunch.

Questions

For questions regarding this worksheet, please contact the district's CSDE [school nutrition team member](#).

Resource

Nonprogram Foods (CSDE Financial Management for School Nutrition Program webpage):
<https://portal.ct.gov/sde/nutrition/financial-management-for-school-nutrition-programs/documents#NonprogramFoods>

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For more information, visit the “[Nonprogram Foods](#)” section of the CSDE’s [Financial Management for School Nutrition Programs](#) webpage or contact the [school nutrition programs staff](#) at the Connecticut State Department of Education, Bureau of Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841. This document is available at https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/nonprogram_pricing_adult_meals_introduction.pdf.

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