

The School Lunch Tray: August 17, 2022

Dear School Sponsors of Child Nutrition Programs:

The School Lunch Tray contains the Connecticut State Department of Education's (CSDE) weekly email notifications for the U.S. Department of Agriculture's (USDA) school nutrition programs. This week's topics are listed below.

Action Items

- New CSDE Training Program: Determining Eligibility in the School Nutrition Programs and Summer Food Service Program
- Reminder: School Meals Assistance Revenue Transfer (SMART) Attestation Statement Due August 19, 2022
- Reminder: Unique Entity Identifier (UEI) Number Required for SMART Funds

Need to Know

- New CSDE Resource: Determining Foster Children's Eligibility for Free Meals or Milk in the School Nutrition Programs and Summer Food Service Program
- USDA Foods Update on Inventory from School Year 2021-22
- USDA Foods Update on Cancellations of Sliced Deli Turkey and Tuna
- Resource Roundup: Calendar of School Nutrition Program Requirements and Activities for School Year 2022-23

Good to Know

- New USDA Infographic: Local School Wellness Policy Refresh!
- New Resource from No Kid Hungry: School Meals Applications Outreach Toolkit
- No Kid Hungry Webinar: Strategies for Collecting Free and Reduced-Price Meal Applications: Leveraging Outreach and Promotion, August 18, 2022
- Institute of Child Nutrition S.T.A.R. Webinar: Back-to-School: Best Practices and Tips to Prepare Healthy School Meals: Thursday, August 25, 2022
- USDA Webinar: Back to School Success with Team Nutrition's Menu Planning Tools and Resources, August 31, 2022
- Register to Adopt a Cow: Deadline September 15, 2022
- Chill Out with Cold Milk Cooler Giveaway Deadline: September 30, 2022

Please review and share with appropriate staff members. For previous versions of the School Lunch Tray, visit the CSDE's [School Lunch Tray and Table Talk](#) webpage.



Action Items

New CSDE Training Program: Determining Eligibility in the School Nutrition Programs and Summer Food Service Program

The Connecticut State Department of Education (CSDE) is pleased to announce **Determining Eligibility in the School Nutrition Programs and Summer Food Service Program**. This new training program is a series of recorded modules that provide guidance on complying with the U.S. Department of Agriculture (USDA) regulations for determining a child's eligibility for free or reduced-price meals or free milk in the [school nutrition programs](#) and free meals in the [Summer Food Service Program \(SFSP\)](#). The target audience is staff responsible for approving applications, conducting direct certification, and ensuring the accuracy of eligibility determinations through the verification process.

The **Determining Eligibility** training program consists of the modules below.

- Module 1: Introduction to Application Certification and Verification
- Module 2: Processing Applications
- Module 3: Direct Certification
- Module 4: Test Your Knowledge About Processing Applications
- Module 5: Confidentiality and Disclosure
- Module 6: Verification
- Module 7: Completing the FNS 742 Verification Summary Report



The first five modules are available now. Modules 6 and 7 will be released in early fall.

For more information and to access the training modules, visit the “[Related Resources](#)” section of the CSDE’s [Eligibility for Free and Reduced-price Meals and Free Milk in School Nutrition Programs](#) webpage.

Note: This training program is required for determining officials and direct certification contacts. Review this training **before** beginning the process of reviewing applications and direct certification for the new school year.

Reminder: School Meals Assistance Revenue Transfer (SMART) Attestation Statement Due August 19, 2022

As a reminder, all eligible NSLP sponsors (including eligible sponsors not opting in to the SMART funds opportunity) must submit the SMART Funds Attestation Statement to the CSDE by **August 19, 2022**.

A recorded webinar, transcript, and presentation slides for the information session on SMART funds held on Thursday, August 4, 2022, are available in the "[How To](#)" section of the CSDE's Operating Child Nutrition Programs during COVID-19.

Reminder: Unique Entity Identifier (UEI) Number Required for SMART Funds

On April 4, 2022, the Federal government transitioned away from the use of the Data Universal Numbering System (DUNS) Number and toward the new Unique Entity ID (UEI) as the primary means of entity identification for Federal awards government-wide. Entities that registered at SAM.gov should have already been assigned a new UEI.

Some school food authorities that are in the process of completing the SMART funds application have inquired about the UEI number. The UEI is a **unique 12-character alpha-numeric identifier** assigned to all entities (public and private entities, individuals, institutions, or organizations) who are required to register to do business with the federal government at [SAM.gov](#). This transition is a federal, government-wide initiative. The new UEI is required of state, regional, and local agencies, along with nonprofit organizations who receive federal funding; and subgrantees of state, regional, and local agencies.

Please note that if your school/district does **not** have a UEI number, *the release of SMART funds will be delayed* until you can submit the UEI number. For more information, please check with your business manager, superintendent, or the person who oversees grants.

Need to Know

New CSDE Resource: Determining Foster Children's Eligibility for Free Meals or Milk in the School Nutrition Programs and Summer Food Service Program

The CSDE recently developed a new resource, [*Determining Foster Children's Eligibility for Free Meals or Milk in the School Nutrition Programs and Summer Food Service Program*](#). This document summarizes the methods for determining eligibility of foster children for free meals or free milk in the school nutrition programs and free meals in the Summer Food Service Program (SFSP).

USDA Foods Update on Inventory from School Year 2021-22

As the USDA continues to experience supply chain issues with procuring USDA Foods, the CSDE and HPC stored remaining USDA Foods from last school year over the summer. Some foods that were close to their expiration dates were donated over the summer. Therefore, not all allocations will be available for ordering. Recipient Agencies will have one final chance to order any remaining inventory on their first USDA Foods Order date.

All HPC allocation reports will contain products from last year and new school year 2022-23. All remaining allocations from school year 2021-22 must be ordered by the end of September. Remaining inventory that is not ordered by the end of September will be added to the "Excess USDA Foods" ordering form or donated locally.

Please contact the Connecticut Food Distribution Program (FDP) Staff for any questions regarding USDA Foods. Contact Steve Cop at Scop@HPCFS.com for questions regarding scheduling deliveries.

USDA Foods Update on Cancellations of Sliced Deli Turkey and Tuna

Per the USDA, orders for Turkey Breast, Deli Sliced, material code 110554, were not purchased due to vendor constraints. Orders for October 15, 2022, have been cancelled and will not be reordered.

In addition, the pandemic has significantly impacted the tuna program. Due to unanticipated additional island closures, inspectors were not able to travel which added delays to already contracted orders. The FDP does not anticipate securing additional product and will not offer tuna in school year 2022-23. Orders for Tuna, Chunk Light Can, material code 100195 are cancelled for school year 2022-23.

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Resource Roundup: Calendar of School Nutrition Program Requirements and Activities for School Year 2022-23

The CSDE's [Calendar of School Nutrition Program Requirements and Activities](#) is now available for school year 2022-23. This calendar helps school food authorities (SFAs) comply with the many requirements and due dates associated with operating the USDA's school nutrition programs. Please share this calendar with all staff members responsible for reporting and compliance in your school nutrition programs.

Note: Schedules on this calendar are subject to change and do not represent all federal and state requirements for operating the USDA Child Nutrition Programs in schools and institutions.

Good to Know

New USDA Infographic: Local School Wellness Policy Refresh!

The USDA's new infographic, [Local School Wellness Policy Refresh!](#), encourages school districts to bring their school community together and refresh their Local School Wellness Policy efforts. This document is available online in English and Spanish.

New Resource from No Kid Hungry: School Meals Applications Outreach Toolkit

This toolkit was created to help school districts get the word out to families about why completing and submitting free and reduced-price applications is important for the 2022-23 school year. The toolkit includes:

- guidance about connecting with families, organized in a checklist;
- outreach examples from other school districts; and
- ready to use and customizable No Kid Hungry resources, available in English and Spanish.

Two versions of the toolkit are available.

1. Adobe Spark: [School Meals Application Outreach Toolkit](#)
 2. Google: [School Meals Application Outreach Toolkit](#) - This version can be downloaded to customize.
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No Kid Hungry Webinar: Strategies for Collecting Free and Reduced-Price Meal Applications: Leveraging Outreach and Promotion, August 18, 2022

This webinar showcases No Kid Hungry's new School Meals Applications Outreach Toolkit. Three dynamic speakers will talk about their strategies to connect with their communities and increase submission of free and reduced-price applications.

- **Date and time:** Thursday, August 18, 2022, 2:00-3:00 p.m.
- **Registration:** [Strategies for Collecting Free and Reduced-Price Meal Applications: Leveraging Outreach and Promotion | Center for Best Practices \(nokidhungry.org\)](https://www.nokidhungry.org/strategies-for-collecting-free-and-reduced-price-meal-applications-leveraging-outreach-and-promotion)

Institute of Child Nutrition (ICN) S.T.A.R. Webinar: Back-to-School: Best Practices and Tips to Prepare Healthy School Meals: Thursday, August 25, 2022

Healthy, creative meals in schools are a key aspect of successful program participation among students. The way food is presented, along with its texture, taste, and smell, can influence your students' perception of their dining experience—it also says a lot about the quality of the food served. Join ICN for the August Back-to-School webinar to hear operators share successful strategies and tips for preparing creative, nutritious meals for kids.

- **Date and time:** Thursday, August 25, 2022, 2:00-3:00 p.m.
- **Registration:** : https://theicn.zoom.us/webinar/register/WN_WYKXKq-nS3GhwDLMCeaE5g
- **Learning objective:** Attendees will identify strategies and tips for preparing healthy, creative school meals.
- Webinar Professional Standards Learning Objectives
 - SNA Key Area: 2-Operations
 - USDA Professional Standards Code: 2230 – Maintaining Food Quality and Appearance

USDA Webinar: Back to School Success with Team Nutrition's Menu Planning Tools and Resources, August 31, 2022

This informational webinar will highlight Team Nutrition's many tools and resources to enhance your knowledge of school menu planning and school nutrition operations. Have your mobile devices handy as USDA takes a tour of resources using hands-on activities to showcase the Food Buying Guide for Child Nutrition Programs (FBG) digital resources, Child Nutrition (CN) labels, Product Formulation Statement (PFS), USDA standardized recipes, USDA-approved software, and more.

- **Date and time:** Wednesday, August 31, 2022, 2:00 pm – 3:00 pm
- **Registration:** https://www.zoomgov.com/webinar/register/WN_IECdNoRDTD6DKXoAS8bUAA
- **Professional Standards Learning Objectives:**
Nutrition: 1110; 1150
Operations: 2150; 2440

Register to Adopt a Cow: Deadline September 15, 2022

The Connecticut Dairy and New England Dairy in partnership with Discover Dairy recently announced the 2022-23 Adopt a Cow program. Registration is open through September 15, 2022. Adopt a Cow is a free program for grades K-12 that offers classrooms the opportunity to adopt a calf from a dairy farm in Connecticut as their classroom mascot. Through videos, photos, progress updates and a live chat with your farmer students will learn about their calf and the pride dairy farmers take providing exceptional care to their cows. Visit www.discoverdairy.com/adopt to register and learn more about the program.

Chill Out with Cold Milk Cooler Giveaway Deadline: September 30, 2022

Ensure your students have the best tasting milk possible by submitting a Chill Out with Cold Milk temperature survey by 11:59 p.m. on September 30, 2022, for a chance to win a free milk cooler. Full details and official contest rules are available at NewEnglandDairy.com.

Additionally, New England Dairy's free Chill Out with Cold Milk recorded webinar and toolkit are available for your back-to-school training needs. Each toolkit includes a free bi-metallic stemmed thermometer and milk temperature survey. The webinar covers dairy nutrition, how milk gets from farm to school, and steps schools can take to ensure they serve fresh, great-tasting milk. It is approved by the School Nutrition Association (SNA) and the American Academy of Nutrition and Dietetics (AND) for 1 CEU.

Funding for this project was provided by the Connecticut Milk Promotion Board and New England Dairy.



For more information, visit the Connecticut State Department of Education's (CSDE) [School Lunch Tray and Table Talk](#) webpage, or contact the [school nutrition programs staff](#) at the Connecticut State Department of Education, School Health, Nutrition and Family Services, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at https://portal.ct.gov/-/media/SDE/Nutrition/SLT/2022/SLT_08_17_2022.pdf.

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1. **mail:** U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:** (833) 256-1665 or (202) 690-7442; or
3. **email:** program.intake@usda.gov

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