

The School Lunch Tray: February 10, 2021

Dear School Sponsors of Child Nutrition Programs:

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

- USDA Foods Update on Cheese, Cheddar, Yellow, Sliced, Chilled, Material Code 111110
- USDA Foods Update on String Cheese, Material Code 110396
- USDA Foods Cancellation of Turkey Breasts and Turkey Roasts
- Excess USDA Foods for February 2021
- February's List of Available USDA Foods: Orders due **Wednesday, February 17, 2021**
- School Year (SY) 2022 USDA Foods catalog Opens Today, Wednesday, February 10, 2021, in Web Based Supply Chain Management (WBSCM): Order Deadline is March 12, 2021
- Seamless Summer Option (SSO) Sponsors Must Complete USDA Nationwide Waivers in the CSDE's Online Application and Claiming System for Child Nutrition Programs (CNP System)
- Resource Roundup: Guidance for the USDA Waivers for Child Nutrition Programs

Please review and share with appropriate staff members. Thank you.



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USDA Foods Update on Cheese, Cheddar, Yellow, Sliced, Chilled, Material Code 111110

Due to the “best if used by” date, all of this material code will be removed from the Hartford Provision Company (HPC) warehouse and each Recipient Agency’s (RA) allocation report **as of today**. RAs with a pending order must contact Steve Cop at HPC at scop@hpcfs.com to arrange delivery. This cheese can be frozen once received.

USDA Foods Update on String Cheese, Material Code 110396

Due to the short shelf life of string cheese, and very low volume of orders, the FDP has removed a large number of cases from inventory. RAs must order the remaining cases of string cheese by Friday, February 19, 2021, so delivery can be arranged. The cheese was packed on December 7, 2020, and December 9, 2020; and has a 90-day shelf life. This cheese can also be frozen. If you can use additional string cheese for your school nutrition programs, please contact the FDP team by **Friday, February 12, 2021**.

USDA Foods Cancellation of Turkey Breasts and Turkey Roasts

The following sales orders are cancelled, and will not be delivered to the HPC warehouse this school year. Please plan accordingly. Our apologies for the inconvenience.

Material	HPC #	Material Description	Required Delivery Date	Sales Order #
110554	46022	Turkey Breast Deli Sliced Frz Pkg-8/5 Lb	8/15/2020	5000582936
100125	45039	Turkey Roasts Frz Ctn-32-48 Lb	9/15/2020	5000616585

Excess USDA Foods for February 2021

For the remainder of this school year, the Food Distribution Program (FDP) will accept RA requests on a monthly basis to order excess USDA Foods. RAs will submit orders using the [Request to Order USDA Foods Form](#). **Note:** This form lists all USDA Foods in Connecticut, but not all foods will be available to order every month.

- On the second Wednesday of every month, the School Lunch Tray will contain a list of all available USDA Foods material codes and descriptions that can be ordered for that month. Please do **not** submit orders for foods that are not listed.

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- There is a 12-case minimum for each request. Cases can include different material codes. For example, a RA could order four cases of cheese and eight cases of applesauce (12 cases total).
- RAs have one week to submit orders, which are due by the end of business on the third Wednesday of every month.
- The FDP will not process orders of less than 12 cases; orders of material codes that are not available for the month; and orders received after the third Wednesday of the month.
- If orders exceed the available product, the FDP will randomize the orders. RAs might receive all, some, or none of their order based on availability and order randomization. The FDP will notify RAs by e-mail if any requests cannot be filled.
- A receipt will be provided for products received. The receipt will indicate the total number of cases being transferred into the RA's account, and the average value per case of received items. These items will be entitlement free, but the HPC delivery fee of \$4.50 per case still applies. These transfers should show up on the RA's HPC allocation reports within one month.
- **Orders placed the prior month that were not filled will rollover. Please do not send in a duplicate order.** You may send in an order for additional items. This will be added to your original order if there are any items remaining from the prior month.

Note: RAs must have a current Direct Delivery account with HPC in order to submit a request. A USDA DoD Fresh Fruit and Vegetable account is not the same as a Direct Delivery account. If you do not have a Direct Delivery account with HPC but would like to order some of the available USDA Foods, please contact the [FDP staff](#) for assistance.

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February's List of Available USDA Foods: Orders due Wednesday, February 17, 2021

Please submit orders by end of business on **Wednesday, February 17, 2021**. The next order date will be Wednesday, March 10, 2021. Please contact the [FDP staff](#) with questions.

Item
100034 - Lite Shredded Mozzarella Cheese FRZ Box-30 LB
100242 - Wild Frozen Blueberries CTN-8/3 LB
100238 - Freestone Peach Slices FRZ CTN-12/2 LB
110860 - Strawberry Slices UNSWT IQF-CTN-6/5 LB
110346 - 100% Beef Patty (90/10) FRZ 2.0 MMA CTN-40 LB
100158 - Fine Ground Beef FRZ CTN-40 LB
110711 - Beef Patty CKD FRZ 2.0 MMA CTN-40 LB
110348 - Soy Beef Patty 85/15 FRZ 2.0 MMA CTN-40 LB
110730 - Pulled Pork CKD PKG-8/5 LB
100098 - Cut-Up Frozen Chicken CTN-40 LB
100101 - Diced Chicken CTN-40 LB
110921 - Unbreaded Chicken Fillets FRZ CTN-30 LB
110462 - Chicken Strips FRZ CTN-30 LB
110554 - Sliced Deli Turkey Breast FRZ PKG-8/5 LB
100357 - Oven Fry Potatoes PKG-6/5 LB
110186 - Tomato Salsa Pouch-6/106 OZ

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School Year (SY) 2022 USDA Foods catalog Opens Today, Wednesday, February 10, 2021, in Web Based Supply Chain Management (WBSCM): Order Deadline is March 12, 2021

The School Year (SY) 2022 USDA Foods catalog is now open in [Web Based Supply Chain Management \(WBSCM\)](#). The deadline to place orders in WBSCM is **March 12, 2021**. RAs that miss the ordering deadline will **not** receive USDA Foods.

Entitlement Dollars

The order threshold is 110 percent of entitlement. To determine available entitlement dollars, run the “Entitlement/Bonus Summary Report” in WBSCM for SY 2022. For instructions on how to run the Entitlement/Bonus Summary Report, refer to page 34 of the [WBSCM Training Guide](#). Remember to remove the USDA Department of Defense (DoD) Fresh Fruit and Vegetable allocation from the Beginning Balance before computing the 110% threshold. RAs that have allocated funds to DoD must use the Entitlement Balance amount (not the Beginning Balance amount) to calculate the 110% total.

- **Example:** The Entitlement Balance Summary Report below indicates an Entitlement Balance of \$4,597. Multiple the Entitlement Balance (\$4,597) by 110%, which equals \$5,056. The RA can order up to \$5,056 worth of USDA Foods.

id-To City	Sold-To State	Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance
rtford	CT	2022	8,597.14	4,000.00	0.00		4,597.14

If the RA is participating in the USDA DoD Program for SY 2022, **double check that the correct amount was entered into WBSCM**. If WBSCM does not indicate the correct DoD Fresh Amount, contact the [FDP staff](#) prior to placing any orders.

Entitlement/Bonus Summary Report

Sold-To State	Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total
CT	2022	127,661.27	33,000.00	0.00		94,661.27	0.00

Minimum Order

For SY 2022, the minimum order for Direct Delivery items from the state warehouse (HPC) is 12 cases per drop. RAs may order less than 12 cases. However, the minimum delivery charge is \$54 per drop (12 cases x \$4.50 per case delivery fee). Please consider this information when choosing to place Direct Delivery orders.

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Catalog of Available USDA Foods

The FDP's Excel worksheets below contain all of the USDA Foods available to Connecticut RAs for SY 2022.

- [Worksheet for Calculating Direct Delivery of USDA Foods \(Brown Box\)](#): This worksheet also includes three products (highlighted in yellow) that RAS may order for further processing: 100935 Sunflower Seed Butter; 100022 Cheese, Mozzarella Pt Skim Loaves; and 100212 Mixed Fruit Ex LT Syrup 6# 10 cans. Two items are newly designated as Kosher for SY 2022; Garbanzo Beans, material code 100360: and diced pears, material code 100225.
- [Worksheet for Calculating Processed USDA Foods](#)

The FDP has updated these worksheets to reflect this year's WBSCM catalog for Connecticut. Please read the information and instructions prior to completing the worksheets, and note the important information below.

- The worksheets are a guide to help to forecast orders and assist RAs when entering USDA Foods orders in WBSCM. Prices on the worksheets will differ from the actual purchase price.
- For more information on any of the listed products, refer to the USDA's [Product Information Sheets](#).
- The items below will **not** be in the worksheets or the SY 2022 catalog.

USDA Foods Description	Material Code/WBSCM Number
Cheese, Cheddar, Yellow, Sliced	111110
Cheese, Pepper Jack, Shredded	111220
Mixed Fruit, Dried	110161
Oil, Vegetable	100443
Pollock, Alaskan	110601
Turkey Thighs, Boneless, Skinless	100883

- The RA's order might be declined if 1) there are not enough orders to fill a truck; or 2) the wrong BPID was selected.

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BPID for Processing Orders

RAs that will be placing processing orders must refer to the FDP's document, [Business Partner Identification Numbers \(BPID\) for Approved Processors for the CT FDP Sheet](#). Each processor and material code has a BPID that routes the materials to their specific plant. Use this document to identify the correct BPID number for processing diversions in WBSCM. The processors below have been removed from the Connecticut FDP's catalog due to minimal use the past few years.

- Asian Food Solutions
- Cains
- Comida Vida
- High Liner Foods

Ordering Guidance

For detailed guidance on placing an order or running reports in WBSCM, review the FDP's [WBSCM Training Guide](#). This guide provides step by step instructions for the ordering process. Ordering guidance for Direct Delivery items begins on page 39. Ordering guidance for Further Processed items begins on page 57.

If you are ordering for the first time and need to gain access to WBSCM to place orders, contact the [FDP staff](#). All resources indicated in this announcement are available on the CSDE's [Food Distribution Program \(USDA Foods\)](#) webpage.

For questions on WBSCM, contact the WBSCM help desk at 1-877-WBSCM-4U, or 1-877-927-2648, or e-mail them at WBSCM.servicedesk@CACI.com. Happy ordering!

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Seamless Summer Option (SSO) Sponsors Must Complete Information for the USDA Nationwide Waivers in the CSDE's Online Application and Claiming System for Child Nutrition Programs (CNP System): **Deadline February 26, 2021**

The USDA Food and Nutrition Service (FNS) has established nationwide waivers to support access to nutritious meals, while enforcing recommendations from public health experts with regard to social distancing measures. To implement the USDA waivers, Connecticut SSO sponsors must: 1) follow specific CSDE guidance; 2) indicate to the CSDE which waivers will be implemented at each school/site; and 3) apply to the CSDE to implement certain waivers.

To comply with the second requirement above, all SSO sponsors must complete the required information for the USDA nationwide waivers in the CSDE's CNP System no later than February 26, 2021. For instructions on completing this information, refer to the CSDE's new guide, [Instructions for Completing the "USDA Waivers" Section of Connecticut's Online Application and Claiming System for Child Nutrition Programs \(CNP System\): Seamless Summer Option of the National School Lunch Program.](#)

Note: The Summer Food Service Program (SFSP) instructions will sent directly to SFSP sponsors next week.

Resource Roundup: Guidance for the USDA Waivers for Child Nutrition Programs

This week's Resource Roundup highlights information to assist sponsors with implementing the USDA Waivers. The CSDE's resource, [Comparison of Operating the NSLP, SSO, and SFSP for School Food Authorities in School Year 2020- 21 through, June 30, 2021](#), provides an overview of the waiver requirements for each Child Nutrition Program.

Join us for tomorrow's Table Talk (February 11, 2021, from 9:00 - 10:00 a.m.) as we help you navigate the CSDE's [Operation of Child Nutrition Programs during Coronavirus \(COVID-19\) Outbreaks](#) webpage to the applicable resources for your school nutrition program, including waiver considerations and USDA policy guidance. Registration for Table Talk is available at <https://attendee.gotowebinar.com/register/1181137584459494413>. To submit questions in advance, visit https://sdect.co1.qualtrics.com/jfe/form/SV_ezIN3YJJqjkPGND.

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

This document is available at https://portal.ct.gov/-/media/SDE/Nutrition/Training/TableTalk/SLT_02_10_2021.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;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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