

Resource List for Training Module: Verification Procedures for School Nutrition Programs

This document contains the resources highlighted in the Connecticut State Department of Education's (CSDE) training program, *Verification Procedures for School Nutrition Programs*.

Calendar for Completing Verification (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/verification/calendar_completing_verification.pdf

Common Acronyms and Abbreviations for Determining Eligibility in the School Nutrition Programs and Summer Food Service Program (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/acronyms_abbreviations_determining_eligibility_snp_sfsp.pdf

Completing the Verification Collection Report (FNS 742 Verification Summary Report) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/verification/completing_verification_collection_report.pdf

Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System) (CSDE):

<https://portal.ct.gov/sde/nutrition/cnp-system>

County Assignments for School Nutrition Programs (CSDE):

<https://portal.ct.gov/-/media/sde/nutrition/cnstaff/countyassign.pdf>

Eligibility for Free and Reduced-price Meals and Free Milk in School Nutrition Programs (CSDE webpage):

<https://portal.ct.gov/sde/nutrition/eligibility-for-free-and-reduced-price-meals-and-free-milk-in-school-nutrition-programs>

Eligibility Manual for School Meals (USDA):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/usda_eligibility_manual.pdf

Guidance for Notifying Parents of a Child's Eligibility for Free or Reduced-price Meals (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/guidance_notifying_parents_child_eligibility_free_reduced_meals.pdf

Important Points for Completing Verification (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/verification/important_points_completing_verification.pdf

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Income Guidelines for School Nutrition Programs (CSDE's Income Guidelines for Child Nutrition Programs webpage):

<https://portal.ct.gov/sde/nutrition/income-guidelines-for-child-nutrition-programs/income-guidelines-for-school-nutrition-programs>

Module 5: Confidentiality and Disclosure (CSDE's Determining Eligibility in the School Nutrition Programs, Summer Food Service Program, and S-EBT):

<https://portal.ct.gov/sde/nutrition/eligibility-for-free-and-reduced-price-meals-and-free-milk-in-school-nutrition-programs/determining-eligibility-training>

National School Lunch Program 7 CFR 210.23(c): Retention of records:

[https://www.ecfr.gov/current/title-7/subtitle-B/chapter-II/subchapter-A/part-210#p-210.23\(c\)](https://www.ecfr.gov/current/title-7/subtitle-B/chapter-II/subchapter-A/part-210#p-210.23(c))

Records Retention Requirements for the School Nutrition Programs (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/adminrev/records_retention_snp.pdf

Sample Verification Checklist (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/verification/sample_verification_checklist.pdf

School Breakfast Program 7 CFR 220.7(e)(13): Retention of records:

[https://www.ecfr.gov/current/title-7/subtitle-B/chapter-II/subchapter-A/part-220#p-220.7\(e\)\(13\)](https://www.ecfr.gov/current/title-7/subtitle-B/chapter-II/subchapter-A/part-220#p-220.7(e)(13))

Verification Procedures for School Nutrition Programs (CSDE):

<https://portal.ct.gov/sde/nutrition/verification-procedures-for-school-nutrition-programs/forms>

Verification Toolkit (USDA):

<https://www.fns.usda.gov/cn/verification-toolkit>

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The CSDE's [Verification Procedures for School Nutrition Programs](#) training module provides guidance on complying with the U.S. Department of Agriculture (USDA) regulations for verifying a child's eligibility for free or reduced-price meals in the [National School Lunch Program \(NSLP\)](#) and [School Breakfast Program \(SBP\)](#).

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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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