mn DEPARTMENT OF EDUCATION

Fill the Nutrition Gap with Out of School Time Meals
MASBO

Jenny Butcher | Lead, Summer and At-Risk Meal Programs Outreach

February 7, 2019

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Today's Presentation

- **Child and Adult Care Food Program (CACFP)
  At-Risk Afterschool Meal Program**
- **The Summer Food Service Program (SFSP)**

Sponsor → Site → Program → Participant

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Does your district participate in an Out of School Time Meal Program?

- Summer Food Service Program
- Seamless Summer Program
- NSLP Afterschool Snack
- CACFP At-Risk Afterschool Meal Program
- None of the above

Does your district have backpack programs?

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Is Hunger an Issue ?

- Nearly 40% of children in Minnesota qualify for free/reduced meals
  - *Many schools have over 50% of children qualifying for free/reduced meals.*
- 20% of children in Minnesota live with food insecurity.
- Nearly all communities have pockets of poverty.
- For many students, school meals are their primary source of nutrition.

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Federal Child Nutrition Program Regulations

MEAL OCCASION	CORRESPONDING USDA REGULATION
Breakfast	• School Breakfast Program
Lunch	• National School Lunch Program
Snacks during school day	• Smart Snacks/Competitive Foods
Afterschool snacks	• National School Lunch Program
Afterschool snacks & suppers	• CACFP At-Risk Afterschool Meals Program

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CACFP At-Risk Afterschool Meals Program

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At-Risk Afterschool Meals Program

- A component of the Child and Adult Care Food Program (CACFP)
- Offers monetary reimbursement to sites that serve nutritious meals/snacks as part of an afterschool program
- Provides funds for meals/snacks so afterschool program resources can be used on other activities

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School Benefits

- ▶ Dependable federal funding.
- ▶ No need to collect individual eligibility information.
- ▶ Flexibility in scheduling the time and sequence of meals.
- ▶ Highest reimbursement rates. All students eat for free.
- ▶ Increased revenue to your food service program
- ▶ Streamlined application.
- ▶ If determined area eligible, eligibility is good for five years.

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Participant Benefits

- ▶ More interest in activities
- ▶ Better behavior
- ▶ Supports health and development
- ▶ Better focus and performance
- ▶ Kids get the fuel they need to learn, play and grow!

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Benefits of Supper

Benefits of Supper versus Snack
- Serving all 5 meal components gives students more food (Snack are 2 of 5 components)
- Results in larger reimbursement and program feasibility

Benefits of service immediately after school
- Maximum number of students served
- Youth are hungry and may be staying late at school for activities
- May be last meal for some students until next day
- Extension of work day for staff

Sponsor Eligibility

Eligible organizations include

- Public agencies such as schools or city governments
- Tax-exempt nonprofit organizations
- For-profit centers
- Those currently participating in another Federal program requiring nonprofit status [7 CFR 226.17a(a)(iv)]

Key Program Resources

Key Resources

- Program Regulations: 7 CFR 226.17a
- USDA At-Risk Afterschool Handbook
- USDA CACFP Program Memos
- MDE Food and Nutrition Website
- USDA Website:
   https://www.fns.usda.gov/cacfp/afterschool-programs

MDE Website: Program Resources and Site Eligibility

How to Determine Area Eligibility

http://education.state.mn.us/Maps/sfsp.htm

Use current MARSS Data
OR
Search "**MN Eligibility Map**" for
Child Nutrition Programs Eligibility Map

NSLP Snack or CACFP At-Risk Snack/Meals

Eligibility is good for 5 years!
- Elementary school may qualify another schools
- School Data on map updated mid-February

Determining Eligibility of a Site *Currently Participating* in a Child Nutrition Program

- Check the CLiCS site application
  - School Nutrition Program Application
    - Afterschool Snack Program Eligibility section
  - Summer Food Service Program Application
    - Site Participation Eligibility section
  - Child and Adult Care Food Program Application
    - At Risk After School Meals Program Eligibility section

2/7/19

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Determining Eligibility of a Site *Not Participating* in a Child Nutrition Program

- Public School List with Percentage of Free and Reduced-Price Lunch Students Used for Eligibility Determinations - 2017-18

- Child Nutrition Program Eligibility Map

- Updated school data is available annually in February

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Public School List with Percentage of Free and Reduced-Price Lunch Students Used for Eligibility Determinations – October 2017

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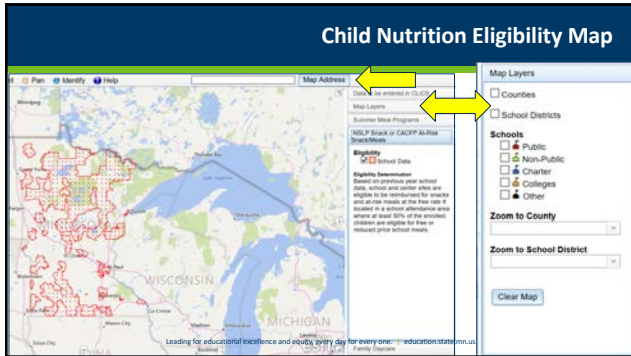

Child Nutrition Program Eligibility Map
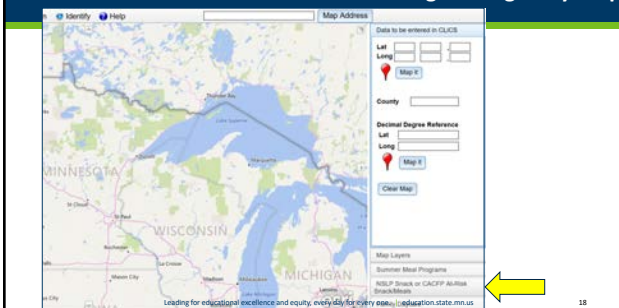
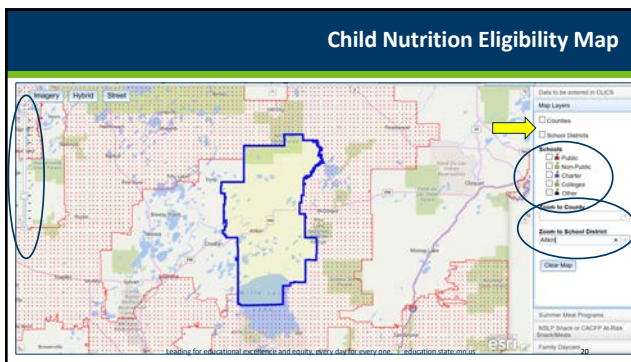Leading for educational excellence and equity, every day for every one. | education.state.mn.us   18

Child Nutrition Eligibility Map

Child Nutrition Eligibility Map

Program Eligibility

Eligible Afterschool Care Programs must:

- Be organized primarily to provide care for children after school or on the weekends, holidays, or school vacations during the regular school year

- Offer organized regularly scheduled educational or enrichment activities in a structured and supervised environment

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Program Eligibility

Primarily to provide care during the regular school year
- after school or snow days
- on weekends, holidays or school vacations.

Must collect attendance, but may be enrolled or drop in.

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Programs and Activities

Arts
TaeKwonDo
Robotics
STEAM
Music
Crafts
Cooking
Chess Bowling SignLanguage
ForeignLanguage
Newspaper
Debate
Engineering
Homework
HipHop
Dance
Theater

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Sports Teams

Students who are part of school sports teams can receive meals/snacks as part of an overarching educational or enrichment program, but the program cannot be limited to a sports team.

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Participant Eligibility

▸ Children through age 18 at beginning of school year.
▸ No *minimum* age limit.
▸ No age limit for students with disabilities.
▸ Programs are allowed to set age minimums or maximums.

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Meal Service

• Provides reimbursement for 1 snack and 1 meal per participant per day

• No charge for meals/snacks

• After the regular school day*

• On school breaks, holidays and weekends during the regular school year

*Schools with Expanded Learning Time Programs: refer to USDA memo CACFP 01-2011 Revised

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Meal Times

• School days: After the bell. Meal times are flexible.
• May serve "Supper" or "Super Snack" immediately after school and snack later.
• Non-school days: Snack/meal may be served at any time of the day.
• There are no time limit requirements between meal services.

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Supper "Super Snack" Menu – No Pork Served!

Supersnack Cycle Menu Minneapolis Nutrition Center Menus

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Program Considerations

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Internal Factors

- **Need:** Free and reduced price eligibility

- **Interest**:
  - Afterschool activity programs and participation
  - Stakeholder engagement

- **Capacity and Other Considerations:**
  - Procurement and contract requirements
  - Kitchen equipment and storage space
  - Food service labor bandwidth and cost

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Meal Service Factors

- **Sponsorship model**
- **Food service options**
  - Centralize or on-site prep
  - Staffing model and hours

- **Menu and Meal options**
- **Meal Pattern**
  - Hot or Cold or Shelf-stable meals/snacks
  - Unitized or cafeteria meal service
- **Logistics**
  - Who Distributes meals
  - Location(s)
  - Serving time(s)

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Recordkeeping and Accountability

Daily attendance records/sign-in sheets

Meal and/or snack count records

Dated menus for each meal and snack

Food Production records required for Breakfast, Lunch and Supper but not for Snack

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Sample Meal Count Record

Document Meal Counts:
- **Form**
- **Electronic Counting System**
- **Clicker**
- **Head Count**

Education   At-Risk Daily Meal Count Record
Child and Adult Care Food Program

Note: Attendance must be documented by other means: sign-in sheets, attendance list, scanner, etc.
Sponsor or Site Number/Name:
Day/Date:
1. Meal type (select one): ☐ Breakfast   ☐ Lunch   ☐ Supper
2. Number of meals prepared: Number of meals delivered/vended:
3. Meal pattern: ☐ School Nutrition Program (SNP) ☐ Child and Adult Care Food Program (CACFP)

Food Type	Menu Item Planned/Served	Planned Portion Size
Meat/Meat Alternate		
Fruit/Vegetable 1		
Fruit/Vegetable 2		
Grain/Bread		
Milk		
Extra Foods		

4. Reimbursable meals served to participants: Cross off a number as each participant receives a meal that meets meal pattern requirements.

Using Offer vs. Serve? ☐ Yes ☐ No   Can decline? ☐ 1 food item ☐ 2 food items

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10
☐ 11 ☐ 12 ☐ 13 ☐ 14 ☐ 15 ☐ 16 ☐ 17 ☐ 18 ☐ 19 ☐ 20

Find forms on the MDE website under Food and Nutrition > Child and Adult Care Food Program > At-Risk Afterschool Meals > Food Service Operations

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CACFP At-Risk Documentation - Monthly

MAINTAIN

Invoices/receipts for:
- food and milk
- food service supplies

Labor costs

Income from adult or guest sales

Records of MDE reimbursements

Public schools report all CACFP At-Risk costs and revenues to UFARS under Finance Dimension Code 469 10558.SNA – CACFP At-Risk Afterschool Meals and Snacks

SY18-19 CACFP At-Risk Reimbursement

- At-Risk Snack: **$ .91**
- At-Risk Breakfast: **$1.79**
- At-Risk Lunch / Supper: **$3.31 + $ .235 (CIL) = $3.545**
- *CIL Cash-in-lieu of commodities* is paid for each lunch and supper

*An additional 23.5 cents for cash-in-lieu of commodities is paid for each lunch and supper.

CACFP At-Risk Revenue Example

- Site offers afternoon snack and supper to participants for 20 days during a month
- Site serves a total of 864 reimbursable snacks and 978 reimbursable suppers.

Snacks: 864 x $0.91 = $786.24
Suppers: 978 x $3.545 = $3,467.01
Total Reimbursement = $4,253.25

CACFP At-Risk Easy Application Process

CACFP At-Risk Overview Available Online

Next Steps

1. Determine site eligibility.
2. Evaluate afterschool/weekend programming and activities.
3. Decide whether providing a meal or a meal and/or snack and when.
4. Coordinate meal service either with school food service or caterer or on own.
5. Review the Enrollment Toolkit: "Enrollment Process Toolkit for School Nutrition Program"
6. Submit your application information in CLiCS and the required attachments
7. Review the recommended web-based training sessions and prepare menus and select a meal count form.

Summer Food Service Program (SFSP)

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Summer Food Service Program

- Programs that wish to continue operating when school is not in session may be eligible to receive reimbursement for meals and snacks through the Summer Food Service Program (SFSP).

- Schools that operate year-round may receive reimbursement for meals and snacks through the CACFP all year.

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Summer Meals Statistics

Summer	SFSP Sponsors	SFSP Sites	SFSP Meals Reimbursed	Seamless Sponsors	Seamless Sites
2018*	220	1000	3,427,451	8	20

Based on July 2018 data, meals reached about 19.26% of F/R eligible students

* Preliminary Unaudited Data

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Summer Food Service Program
Qualifying Program Criteria

Like At-Risk	Unlike At-Risk
• Available to children and youth through age 18 and over 18 with a disability.	• Not required to provide organized, regularly scheduled, age-appropriate activities.
• Eligibility based on school data where at least 50% of students are eligible for free or reduced meals.	• Site eligibility may qualify site using other data, including census data.
• Require educational or enrichment activities and attendance records.	• Do not require educational or enrichment activities and attendance records.

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Public School List with Percentage of Free and Reduced-Price Lunch Students Used for Eligibility Determinations – October 2017

Most Common Way to Qualify a Site:
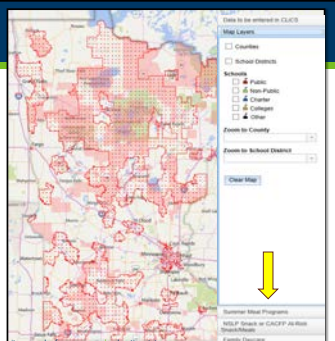## Area Eligibility Based on School & Census Data

Dotted:
• School data eligible area
• Any month may be used

Shaded:
• Census data eligible area
• Updated annually in fall

Search: MN SFSP eligibility map

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Area Eligible Based on Fall 2018 Census Data

A.C.G.C., Ortonville, Two Harbors, West Central and Lancaster School Districts

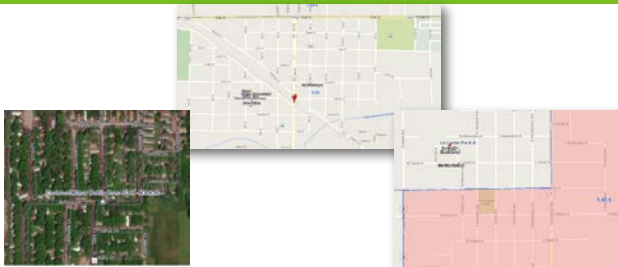Leading for educational excellence and equity, every day for every one. | education.state.mn.us
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Other Data: Mankato, Dawson and Le Center

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Site Types: Open

- All children welcome and eat at no cost!
- Promote program to public, signage and news release
- Claim up to 2 meals per day
- Any combination of two meals may be claimed except lunch and supper

Eligible for 5 Years!

Summer school/credit recovery programs and Area Learning programs must qualify site to participate in SFSP or stay on the NSLP/SBP.

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Closed Enrolled Sites

All children eat free when at least 50% of children *enrolled* are income eligible.

OR

- Site is located in eligible area.
- Eligibility must be redetermined annually.
- May claim up to two meals a day.
- *NOT allowed for summer schools.*

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Summer Food Service Meals

Sites can use SFSP or NSLP meal pattern

Similar record keeping requirements

Meal must be consumed on-site

Free up funds for other budget items

Attract students to programs and activities

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Mobile Food Trucks: Reach Children Where They Are!

Consider Serving Suppers

Serve at the beach, park or library

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SFSP Reimbursement

Rates effective January - December 2019

	Rural and/or Self –Prep	Urban & Vended
Breakfast	$ 2.2975	$ 2.2550
Lunch/Supper	$ 4.0325	$ 3.9675
Snack	$ 0.9525	$ 0.9325

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Timeline

January-February:	MDE Issues Public Release
	New Reimbursement Rates Announced
	USDA posts Policy Memos and Updated Handbooks
	SFSP Review List posted
Mid-March:	MDE Rolls over 2020 SFSP Application
	MDE posts updated Application Instructions
	MDE posts online New Sponsors training modules
	MDE posts online Refresher Training module
April:	MDE offers optional workshop in Roseville
May:	New Sponsor Applications Due
	MDE completes New Sponsor Preapproval Visits
	MDE Reviews assigned to monitors
	Sponsor Reviews begin

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USDA Resources

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Resources, Grants and Calculator for Financial Feasibility

http://bestpractices.nokidhungry.org

Summer Eats Minnesota App

https://youtu.be/FfDB20uR0dw
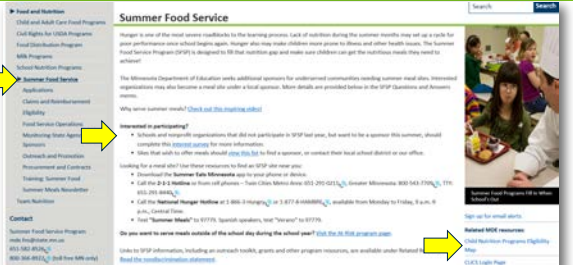
Minnesota Department of Education Website
Search: "MN SFSP"

Summer Food Service Program Waivers

The USDA Office of Inspector General recently found that USDA provided waivers from SFSP requirements on a national level, which according to law may be waived only upon request from a state agency. The affected SFSP waivers were canceled effective October 11, 2018. MDE submitted our request for the USDA to re-issue waivers for the four SFSP requirements before the federal shutdown. Waiver request details found at Public Notice posted in the Minnesota State Register (p. 735 in print; p. 28 in the PDF).

(Listserv November 5, 2018) View USDA Memorandum Rescinding Earlier Waivers

MDE will request that the following SFSP requirements be waived for Minnesota:
- The requirement that *only* school food authorities may use Offer vs. Serve (OVS) in SFSP.
- The requirement that school meal pattern rules must be followed when using OVS.
- The requirement that *all* SFSP sites receive first-week site visits. SFSP sites that operated the program successfully in the previous summer and have no serious deficiency findings would be exempt from this requirement.
- The regulatory limitations on meal service times. Flexibilities would be allowed.
- The requirement that all closed enrolled sites, even if located in an eligible area, must qualify for SFSP based on the income eligibility of children attending the site.

Contact Information
Nutrition, Health and Youth Development

651-582-8526

800-366-8922

mde.fns@state.mn.us

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