



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



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GOVERNOR

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

June 10, 2010

MEMORANDUM

TO: Intermediate and Local School District Superintendents, Public School Academy Administrators, Nonpublic School Administrators, and Other Non-School Recipients

FROM: Carol Wolenberg, Deputy Superintendent *CW*

SUBJECT: Child Nutrition Program Payments and the Cash Management System

Child Nutrition Program (CNP) payments, which include the School Meals Program, Summer Food Service Program, Child and Adult Care Food Program, and the Summer Camp Special Milk Program, are transitioning to the Cash Management System (CMS). This will result in a change in the way CNP claim reimbursement payments are processed and overclaims collected by the Michigan Department of Education (MDE).

In the past, payments for these programs were not combined with other grant payments. Additionally, any CNP funds owed back to the MDE due to review or audit overclaims were deducted only from future CNP claim payments.

The major difference is that CNP payments will be included in the disbursement of other grant payments if a claim for reimbursement is submitted and grant amounts are drawn down at the same time. Likewise, if funds have been overpaid or overdrawn for any program or grant, they will be deducted from any grant payment currently being processed. School district business staff will need to access the CMS Payment Ledger detail in order to properly account for food service funds. This can be accessed on CMS at: <https://mdoe.state.mi.us/cms>. Click "Viewing Data", then select "Payment Ledger" and click "Go".

Individual monthly claim status reports will remain available for each CNP in which a district or agency participates. The reports are accessible from the Main Menu of the claim form by clicking on the dollar amount listed under the Reimbursement column. The program reports provide a monthly breakdown of each claim as well as the total amount of reimbursement.

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Questions regarding this memorandum may be directed to the Fiscal Management and Food Distribution Unit at (517) 373-8642 or MDE-FMFD@michigan.gov.

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