

**Michigan Department of Education  
Fiscal and Administrative Services  
School Food Authority (SFA) Resource Management  
Revenue from Nonprogram Foods Processes**

Please provide information on the categories of Nonprogram Food Sales that run through your food service fund.

**Nonprogram Revenue Categories (Check all that apply)**

- Adult Meals (e.g.: meals for teachers, parents, etc.)
- A-la-carte (e.g.: milk for kids who bring a lunch from home, 2<sup>nd</sup> entrees, Smart Snacks and beverages)
- Catering (e.g.: food provided for Teacher Appreciation Day, meals for a sports banquet, refreshments for internal school district meetings, food provided for outside organizations)
- Catering for further resale (e.g.: food items sold to other group or organizations for further sale)
- Vending (e.g.: food and/or beverages sold via vending machines)
- Meals/food and beverages supplied to another school district (meals are not being claimed for reimbursement by the school supplying the food) or program (e.g. Head Start)
- School stores (e.g.: Smart Snack compliant chips, beverages, coffee)
- Fundraisers (e.g.: SFA supplies products for school-based fundraisers)
- Concessions (e.g.: food items sold during school sporting events)

For each of the categories checked above, in the box below describe in detail the process and procedures used to ensure that all funds received from the sale of nonprogram foods are deposited into the SFA's nonprofit school food service account.

Describe process and procedures:

If you have any questions or need additional information, please contact the Fiscal and Administrative Service unit at 517-241-5348 or [MDE-Fiscal@michigan.gov](mailto:MDE-Fiscal@michigan.gov) and indicate *RM Question* in the subject line.