



School Nutrition Programs (SNP) News and Updates

August 7, 2020

Pandemic-EBT (P-EBT) Cards Being Sent to Districts and Non-Public Schools

The Michigan Department of Education (MDE) and Michigan Department of Health and Human Services have exhausted all options for directly issuing P-EBT cards to some students. Several thousand P-EBT cards were returned to sender, as federal law does not allow for the P-EBT cards to be forwarded in the United States Postal Service mail. Note: This only applies to students that did not report an updated address in the Michigan Student Data System (MSDS).

A report of P-EBT cards that were returned to the sender after the original mailing, was cross-referenced with student data in the MSDS to determine if new address information had been submitted. In the case of some students, a new mailing address was not submitted and, therefore, MDE has made the decision to request that school districts and non-public schools help distribute cards to students who had their original card returned to sender.

Below is a list of parameters that must be considered to successfully distribute the cards:

1. Cards will be mailed for individual students to the last reported public school district main address (including public school academies) or the last reported

non-public school address. Please notify district/school staff that handle mail to watch for non-descript white envelopes addressed to individual students.

2. Districts/Schools should identify a designated person(s) to obtain and distribute the envelopes. These envelopes should be kept under lock and key and only accessible by the designated person(s). The designated person(s) should be someone that would have access to the Free and Reduced-Price Meal eligibility, such as your Eligibility Determination Official(s) or in the case of Community Eligibility Provision (CEP) schools, a staff person that handles Household Information Reports. Keep in mind confidentiality rules regarding Free and Reduced-Price eligibility apply to P-EBT Cards.
3. The designated person should notify the parent/guardian of the student listed on the envelope that the package is available and provide instruction for pickup. Use the best available local student data to determine which parent/guardian the envelope should be provided to.
4. In the event a recipient of the envelope cannot be found, or another type of life-changing event happened that the district/school is aware of, please return the envelope back to the sender by marking the envelope with "Return to Sender" and placing it back in the United States Postal Service mail.
5. The designated person should keep a list of the cards received, the cards distributed, and any cards returned to sender for tracking purposes. See the attached log below.

[P-EBT Card Distribution Log](#)

Questions regarding P-EBT or the process of distributing cards to students may be directed to MDE-PandemicEBT@michigan.gov.

Direct Certification Update

Due to technical delays, the Direct Certification Student Status report was not published on July 31, per the Center for Educational Performance and Information (CEPI) calendar. The first run and publication will now occur next week. The cutoff will be August 10 with a scheduled publish of August 13.

New School Year Guidance

Looking for guidance on how to serve meals during the 2020-2021 school year? Please look at the MDE National School Lunch Program [Resources](#) webpage. New items are being added each week.

Michigan's Cucumber Crunch

Each summer, Michigan celebrates the bounty of our delicious and nutritious cucumber harvest. This year, we are going virtual with our celebration, and we invite you to join in!

Following are resources for planning and participating in the 2020 Michigan's Cucumber Crunch. #MICucumberCrunch #CultivateMichigan

[Cucumber Crunch Flyer 2020](#)

[Cucumber Crunch Instructions for Food Distribution Sites 2020](#)

[Cucumber Crunch Quiz 2020](#)

Institute of Child Nutrition (ICN) Newsletter

The ICN i-Bites Newsletter has many great resources listed in it, including:

- Food Safety Resources Podcasts
- Webinars: Produce Safety University – Summer Series and USDA Office of Food Safety
- Online Courses

The newsletter can be accessed at [ICN i-Bites Newsletter](#).

Reminders and Due Dates

Town Hall Meetings

Topic: Town Hall

Date: Wednesday, August 12, 2020

Time: 2:00 PM Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or

Android: <https://zoom.us/j/91361943270?pwd=MFY3c0VJdjgrSWVJRzR3Q0V4SEd2Zz09>

Password: 3fB4Hg

Or Telephone:

Dial: USA 404 443 6397

USA 8773361831 (US Toll Free)
Conference code: 806533

Topic: Town Hall

Date: Wednesday, August 26, 2020

Time: 2:00 PM Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or

Android: <https://zoom.us/j/96898051292?pwd=RGpiYUNieFhBZjhjTERxWGdSK2FYUT09>

Password: SA55pF

Or Telephone:

Dial: USA 404 443 6397

USA 8773361831 (US Toll Free)

Conference code: 806533

2021 MEGS+ CNP: SNP Application Available

Michigan Electronic Grant System Plus (MEGS+) Child Nutrition Programs (CNP): School Nutrition Programs (SNP) 2021 Application is now available.

The MEGS+ website for completing the SNP 2021 Application is at [MEGS+](#).

Application Due Date

The table below shows the MEGS+ application deadlines based on the first month in the 2020-2021 School Year for which you may submit a claim for reimbursement in the School Nutrition Programs.

Claim Month	Application Due
September 2020	September 1, 2020

Please note a 2021 SNP Application must be submitted and approved in order to submit claims for July and August 2020.

Questions regarding the 2021 SNP MEGS+ application may be directed to your analyst, mde-schoolnutrition@michigan.gov, or 517-241-5374.

Community Eligibility Provision (CEP)

You must notify the School Nutrition Programs (SNP) unit of your intention to participate in the CEP for School Year 2020-2021 by August 31, 2020, or the first day of school, whichever is earlier. The [Nationwide Waiver of Community Eligibility Deadlines](#) extended the deadline for electing CEP for the upcoming school year. SNP requires the notification to occur by selecting "yes" to question number 12 and saving

the *Sponsor Information Page* in the 2021 CNP: School Nutrition Program MEGS+ Application. This selection must be made by the deadline, as a late selection cannot be approved.

The USDA CEP waiver also allowed for an expansion in the data used to calculate Identified Student Percentage (ISP). For the 2020-2021 school year, the waiver allows for school districts to use direct certification data from anytime between April 1 and June 30, instead of the normal deadline of April 1.

Districts that are 100% Free Claiming with the available data are good to complete and submit the 2021 CNP: School Nutrition Programs MEGS+ Application. The 2020 School Level CEP Eligibility Report using Spring 2020 data is now posted to the [CEP website](#).

Districts that currently participate in CEP and are not at 100% Free Claiming or plan to participate for the first time need to upload enrollment documentation if they wish to use the CEP waiver and determine eligibility based on June 30 data. An Excel file with the full student enrollment from the end of SY19-20 should be uploaded into [GEMS/MARS](#) that contains the following information: UIC, last name, first name, DOB, address, student number, school building code, school name, F/R determination basis, application/household number, and McKinney Vento students. Student data should not be emailed, it needs to be uploaded using the secure [GEMS/MARS](#) link.

Questions regarding CEP may be directed to MickelsonN@michigan.gov.

USDA Foods Program

USDA Foods - School Food Authorities (SFA's) must complete the *Request for USDA Foods Delivery* portion of the SNP application within MEGS+ to participate in the USDA Foods Program for **School Year 2021-2022**. When completing the SNP application within the View/Edit screen, the *Request for USDA Foods Delivery* form will be found under Program Forms. The deadline to choose to participate in the USDA Foods Program is October 15, 2020. **The SFA consortium decision is then irrevocable for School Year 2021-2022.**

Attached below you will find two documents that might assist you with making your consortium choice, those documents are the USDA Foods Consortia Services and Department of Defense (DoD) Services by Consortia. As a friendly reminder, your SFA already selected its consortium choice for SY 2020-2021 within the SY 2019-2020 MEGS+ SNP application and food ordering for the upcoming school year has already begun. If you have questions, please contact Jaime Malnar at MalnarJ1@michigan.gov or MDE-FMFD@michigan.gov.

[USDA Foods Consortia Services SY 2021-2022](#)

[Consortia DoD SY 2021-2022](#)

New School Nutrition Program (SNP) 2021 MEGS+ Application Completion Instructions

Indirect Cost (question #13 on the Sponsor Information page):

For Public Schools and Public School Academies: Please answer “Yes” to 13d (Public School rate) - every Public School and Public School Academy has an approved unrestricted indirect cost rate and we do not need any documentation uploaded.

For Non-public Schools, RCCIs, or brand-new Public School Academies: Please answer “No” to 13d. You will then be required to answer 13a. This answer should be “0” unless you have a negotiated indirect cost rate from another Federal Agency/Entity. Any questions about Indirect Cost rates can be directed to MDE-Fiscal@michigan.gov.

Quick Guide:

- If you put a “0” for 13a., you do not need to do anything else for question #13.
- If you put anything other than “0” for 13a., you will be required to answer 13b. and 13c. by uploading supporting documentation, specifically a letter from the other Federal Agency/Entity that verifies your approved negotiated indirect cost rate.

Attachments (shown on the bottom of the View/Edit Page):

For all NSLP Participants: You are required to complete the SY 2020-2021 Meal Service Model Form. Emails were sent on August 6, 2020, explaining the process of uploading the required form.

For District-wide CEP: You are not required to upload any letters or documents (unless you have a new Food Service Director).

For any RCCIs without day students (meaning you answered “No” to question #11 on the Sponsor Information Page): You must upload a document for each attachment. It can say “We are an RCCI without day students”. Unfortunately, this could not be avoided so please upload the same document for each attachment.

For any RCCIs with day students (meaning you answered “Yes” to question #11 on the Sponsor Information Page): You must upload all documents and letters relating to Free and Reduced-Price Meals Applications.

For all other programs (including Partial-CEP): You must upload all documents and letters relating to Free and Reduced-Price Meals Applications.

For all Special Milk Program sponsors: You will need to upload the documents and letters relating to Free and Reduced-Price Meals Applications. You can ask your analyst if you have questions.

All questions about completing your SNP 2021 MEGS+ application, please contact your SNP analyst or email MDE-SchoolNutrition@michigan.gov.

Training Corner

Michigan Nutrition Training Calendar

During this time of necessary social distancing, it is very important for the field to have access to all the virtual trainings available to them, to help them continue to do their jobs. If you are offering an online/virtual training, please fill out and submit this questionnaire: [I want my training added to the MI Nutrition Training Calendar](#). Be sure to fill out ALL of the information including NA if the question does not apply. Trainings cannot be added to the calendar without the complete information.

Please visit the [Michigan Nutrition Training Calendar](#), a one-stop-shop calendar that lists child nutrition trainings across the state. The more trainings listed, the better the calendar will be for our Child Nutrition Programs!

If you have questions, contact MDE-MINutritionTraining@michigan.gov.

[How to Access the MI Nutrition Training Calendar](#)

Core Competencies Training for New Directors - School Year 2020-21

The staff of the Michigan Department of Education's School Nutrition Programs unit is pleased to announce a series of online training for food service directors/personnel who have been in their position for 2 years or less. This comprehensive training is for School Food Authorities (SFAs) and Residential Child Care Institutions (RCCIs) and will cover items that the staff must know to provide quality meals that adhere to the United States Department of Agriculture (USDA) guidelines. See the attachment below for further information.

[Core Competencies Training for New Directors - SY 2020-21](#)

School Nutrition Programs Training - Update

During this time of necessary social distancing, MDE has canceled scheduled in-person trainings for the time being. Instead, MDE will begin offering virtual training on various topics. Please check back periodically at the [MDE Training Website page](#) iv to see what is planned.

Questions of the Week

Question: Please clarify with breakfast and lunch in classrooms, is it still Offer versus Serve (OVS)?

Answer: Yes, OVS is still allowed. OVS is optional for breakfast for all grades K-12. OVS is always optional for grades K-8 for lunch. It is optional for grades 9-12 for lunch for this year only (nationwide waiver).

Question: Can teachers do the count roster for breakfast in the classroom?

Answer: Teachers can use a student roster or electronic Point of Service (POS) systems for breakfast in the classroom. If you are a CEP building with no virtual learning options (all students are in-person five days a week), you could use a count sheet.

Question: If a single classroom is quarantined due to exposure, are we providing access to lunch to those kids like we do while remote?

Answer: Yes. Provide meals through parent pick up or some other option. Meals must be made available for all instructional days for all students. You can always set up a pre-order/pre-pay system to help control waste.

Contact Us

Email: MDE-SchoolNutrition@Michigan.gov

Nutrition Gateway: The Michigan Department of Education [Nutrition Gateway](#) provides Child Nutrition Program (CNP) agencies a singular system to access annual CNP applications (MEGSplus), monthly claims (MIND) and periodic administrative reviews (GEMS/MARS) through an integrated dashboard and portal.

If you or someone you know is interested in receiving the School Nutrition News and Updates and SNP Bulletins, visit [School Nutrition News and Updates Subscription](#).

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and

employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (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.

This institution is an equal opportunity provider.

https://www.michigan.gov/documents/mde/Cucumber_Crunch_Flyer_2020_FINAL_698327_7.pdf

https://www.michigan.gov/documents/mde/Cucumber_Crunch_Instructions_for_Food_Distribution_Sites_2020_FINAL_698335_7.pdf

https://www.michigan.gov/documents/mde/Michigan_Cucumber_Quiz_2020_FINAL_698336_7.pdf

<https://mailchi.mp/theicn.org/thank-you-child-nutrition-professionals?e=a8eb046fe5>

https://mdoe.state.mi.us/MEGSPlus/Login2.aspx?APPTHEME=MIMDE_MEGSPLUS&ReturnURL=/megsplus/

https://www.michigan.gov/documents/mde/CEP_Deadline_Waiver_-_3.25.20_685437_7.pdf

https://www.michigan.gov/mde/0,4615,7-140-66254_80468---,00.html

<https://mdoe.state.mi.us/gems/public/QuestionnaireHome.aspx?code=i7tf8rfd>

<https://mdoe.state.mi.us/gems/public/QuestionnaireHome.aspx?code=i4a9scdr>

<https://mdoe.state.mi.us/gateway/Authentication/TrainingCalendar>

https://www.michigan.gov/documents/mde/Michigan_Nutrition_Training_Calendar_Access_678629_7.pdf

https://www.michigan.gov/mde/0,4615,7-140-66254_50144_94240_94245-508154--_00.html

<https://mdoe.state.mi.us/gateway/Authentication/Login>

https://public.govdelivery.com/accounts/MIMDE/subscriber/new?topic_id=MIMDE_229

https://www.ocio.usda.gov/sites/default/files/docs/2012/Complain_combined_6_8_12.pdf