



## **Child Nutrition Programs News and Updates**

April 23, 2021

**The School Nutrition Programs News and Updates is now the Child Nutrition Programs News and Updates to reflect all programs that the Office of Health and Nutrition Services administers.**

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### **#MiFoodHeroes**

Since the beginning of the COVID-19 pandemic, school food service workers have worked tirelessly to feed children in unconventional ways. Milk Means More applauds their efforts and want to recognize community members that have gone above and beyond. Recognized heroes will award their school new cafeteria equipment. Know a school food service hero that deserves recognition? Don't wait, nominate at [Michigan School Food Heroes](#). Nominations accepted through April 30, 2021.

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### **SFSP Office Hours**

We have completed the 2021 MEGS+ application webinars for sponsors and are excited to announce that SFSP office hours will be starting Thursday, April 22<sup>nd</sup>. The

office hours are scheduled on Thursdays from 2-3pm. During the first 10 minutes, the SFSP team will focus on a selected topic for that week.

### **Thursday, April 29<sup>th</sup>**

Meals: aesthetically pleasing meals, meal presentation, variety, quality, food safety as the summer months are approaching

### **Thursday, May 6<sup>th</sup>**

Communications: advertising, using social media, emails, texts, websites

We look forward to seeing you there!

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## **School Food Authority Verification Collection Report**

The School Food Authority Verification Collection Report (SFA-VCR) is open. **The deadline for completing the SFA-VCR report is June 1, 2021.** The web-based SFA-VCR is accessible through the upgraded [Michigan Nutrition Data System \(MIND 2.0\)](#).

This report is mandatory for all School Food Authorities (SFAs) and Residential Child Care Institutions (RCCIs) operating the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP), including RCCIs that are exempt from verification requirements.

Districts that are entirely Community Eligibility Provision (CEP) do not need to complete the SFA-VCR. The report has been certified by MDE. Partial CEP districts are still required to conduct verification and submit the SFA-VCR. Special milk only sponsors are not required to complete this report.

Instructions for completing the SFA-VCR can be found on the School Nutrition Website under [Steps to Complete Verification](#) and are included below.

- [Instructions for Public and Non-public Sponsors Completing the SFA-VCR](#)
- [Instructions for RCCIs Completing the SFA-VCR](#)

Office Hours will be hosted by MDE staff to assist with completing the 2021 SFA-VCR. Join anytime during the hour to ask your questions.

**Date: Thursday, April 27, 2021**

**Time: 2:00 – 3:00 pm Eastern Time (US and Canada)**

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/81380388258?pwd=ZUxETDQ0VHZ4ZXpvS09PUUFWSkldz09>  
Password: hW91Ss

**Date: Wednesday, May 5, 2021**

**Time:** 10:00 – 11:00 am Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/87190679578?pwd=RmxPNytjNk5XQlBrd2ZWdTMrZUVQZz09>

Password: 5WDr73

Questions regarding SFA-VCR may be directed to:

- Natalee Mickelson, School Nutrition Programs, by email at [MickelsonN@michigan.gov](mailto:MickelsonN@michigan.gov).
- Office of Health and Nutrition Services, School Nutrition Programs at [MDE-schoolnutrition@michigan.gov](mailto:MDE-schoolnutrition@michigan.gov).

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## **31k Funding for Student Meal Negative Balance Forgiveness School Year 2020-2021 – Second-Round Communication**

Exciting news! We have additional funding left for the 31k grant! For School Year 2020/2021 only, we were awarded \$1 million in new state school aid fund money appropriated (Section 31k) for reimbursement payments to public school districts, charter schools and public-school academies who forgive all outstanding current student-meal negative balances.

After the first round of applications last fall, we have \$709,076.35 left in available 31k funding. The second-round of the [31k grant application](#) is now live.

Reimbursement payments can be awarded to eligible districts that apply. The second-round application has a firm deadline to apply no later than April 30, 2021. *Please note: If you have received a reimbursement payment in the first round, you are ineligible to apply in this second round.*

Submissions will be evaluated and reimbursement payments for selected districts will be made within 60 days of the final deadline. The funds may be prorated if there is not enough to cover all eligible submissions.

### **To be eligible districts must:**

- Write off current/active/enrolled student meal negative balances with a transfer from the General Fund.
  - Student Meal Negative Balances paid off from private donations or angel funds are not eligible for Forgiveness Reimbursement.

- Previously written off negative balances are not eligible.
- Bad debt written off for inactive students in prior school years is not eligible for this grant.
- Adopt a meal charge policy that prevents public identification and all forms of lunch shaming as outlined in State Aid Section 31k (see below)

**The application will require submission of the following:**

1. The transactions used to write off outstanding current student meal negative balances in the Food Service Fund with a transfer from the General Fund within the 2020/2021 school year.
2. Total amount of forgiven negative balances for current/active/enrolled students by eligibility status
3. A copy of the student roster by eligibility of negative balances for current/active/enrolled students
4. Meal charge policy that prevents lunch shaming with the specifics outlined in State Aid Section 31k as follows:
  - prohibits the requiring of students who cannot pay for a school meal or who owe a negative balance to wear a wristband or handstamp.
  - prohibits the requiring of students who cannot pay for a school meal or who owe a negative balance to perform chores or other work to pay for school meals.
  - prohibits the requiring of students to dispose of a meal after it has been served because the student is unable to pay for the meal or has a negative balance.
  - prohibits the direct communication with a student about a negative balance unless your district has unsuccessfully attempted to contact the student's parent or legal guardian first through telephone, mail, and electronic mail.
  - prohibits discussing a negative balance with a student in the presence of other students.

The 2nd round of the [31k grant application](#) is now live.

Questions regarding this grant opportunity can be sent to the Fiscal and Administrative Services Monitoring Team at [MDE-Fiscal@Michigan.gov](mailto:MDE-Fiscal@Michigan.gov) or 517-241-5380.

**Questions and Answers:**

Q: How far back can we go for negative balance write offs?

A: To be eligible the negative balances must be outstanding from current students, and it must be written off from the general fund within the 2020/2021 school year. Negative

balances from inactive students (bad debt) are not eligible and previously written off negative balances from prior school years are not eligible.

Q: Can I just wipe/forgive the negative balances from the Food Service Fund without a transfer from the General Fund?

A: No. It is not allowable to absorb negative balances in the Food Service Fund. They must be paid for from a non-federal funding source like the General Fund (excluding donations or Angel Funds).

Q: Does the meal charge policy have to be Board approved?

A: No, this is not a requirement. However, it is a best practice.

Q: How will I be notified if my district is chosen to receive the Forgiveness funding?

A: You will receive a notification from GEMS/MARS once the awardees have been chosen.

Q: What if I am not selected for a grant payment? Can we reverse the write off entries in the Food Service Fund?

A: No, once the negative balances are written off the Food Service Fund they cannot be reversed. The district can choose to try to collect on those negative balances within the General Fund, however.

Q: If I was denied in the first round of applications, can I apply for the second round?

A: Yes, if they are for current outstanding balances within the 2020/2021 school year.

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## Linking MILogin and MEIS

We want to remind everyone about the messages coming through MEGS+ requesting users to create a MILogin for Third Party account and link that account to their current MEIS account.

This is a requirement and the first step in the transition to our new system, NexSys. If you haven't done this already, please do so as soon as possible. [Instructions](#) on how to complete this are available.

By getting this step done now, it will save time and added stress when users are finally required to access and work in NexSys.

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## Upcoming Events

### Town Hall Meetings

**Topic:** Town Hall Meeting

**Date:** Wednesday, April 28, 2021

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

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/87861195033?pwd=WWd1dW8xbGZYemEyeIVGMXZM Mjg1QT09>

Password: ZUrY1e

Or Telephone:

Dial: USA 404 443 6397

USA 8773361831 (US Toll Free)

Conference code: 806533

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### **Institute of Child Nutrition S.T.A.R. Webinar: Strategies for Motivating and Celebrating School Nutrition Professionals' Achievements**

**Topic:** Attendees will be able to Identify key strategies to help motivate and celebrate staff as it relates to school nutrition program operations for the 2020–2021 school year.

The 2020–2021 school year has shown what a difference school nutrition professionals make through their exceptional work to continue program operations amid the pandemic. This month's webinar will feature key strategies for motivating school nutrition staff and celebrating their dedication and hard work for feeding the nation's children. Register to learn how Houston ISD highlights their teams' efforts and achievements. Speaker will include Keith Lewis, Senior Area Manager for Operations for the Houston Independent School District.

**Date:** Thursday, April 29, 2021

**Time:** 3:00-4:00 pm Eastern Time

#### **Meet the Webinar Speaker:**

##### **Keith Lewis**

Senior Area Manager for Operations

Nutrition Services Department

Houston Independent School District

## [Webinar registration.](#)

A continuing education certificate will be available after completion of the webinar.

After registering, you will receive a confirmation email containing information about joining the webinar. If you are unable to attend the LIVE webinar, there will be a recording of the webinar available on our website 24-48 hours after the live webinar.

The recording will be located on the [ICN website](#). You can also find STAR Webinars on the [eLearning Portal](#).

### **Webinar Professional Standards Learning Objectives**

SNA Key Area(s): 4-Communications and Marketing

USDA Professional Standards Code: 4000

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### **SFSP Office Hours**

**Topic:** Office Hours will be hosted by MDE staff to assist with completing the 2021 SFSP MEGS+ Application. Join anytime during the hour to ask your questions.

**Date:** Thursday, April 29, 2021

**Time:** 2:00 pm Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or

Android: <https://us02web.zoom.us/j/83798016222?pwd=V0ZCc2U3L1Q5OHpmRmPjdINISXlidz09>

Or Telephone:

Dial: USA 404 443 6397

USA 8773361831 (US Toll Free)

Conference code: 806533

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### **Town Hall Meetings**

**Topic:** Town Hall Meeting

**Date:** Wednesday, May 12, 2021

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

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/86202532416?pwd=M0NzVkFhNk1JSzNzbktlbzdWVEJGZz09>

Password: b3A3JS

Or Telephone:

Dial: USA 404 443 6397  
USA 8773361831 (US Toll Free)  
Conference code: 806533

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## **SFSP Office Hours**

**Topic:** Office Hours will be hosted by MDE staff to assist with completing the 2021 SFSP MEGS+ Application. Join anytime during the hour to ask your questions.

**Date:** Thursday, May 6, 2021

**Time:** 2:00 pm Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or

Android: <https://us02web.zoom.us/j/83798016222?pwd=V0ZCc2U3L1Q5OHpmRmPjdINISXlidz09>

Or Telephone:

Dial: USA 404 443 6397  
USA 8773361831 (US Toll Free)  
Conference code: 806533

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## **Town Hall Meetings**

**Topic:** Town Hall Meeting

**Date:** Wednesday, June 9, 2021

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

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/89930794471?pwd=WFZEYTRlcEhac1ludz09>

Password: YKVB71

Or Telephone:

Dial: USA 404 443 6397  
USA 8773361831 (US Toll Free)  
Conference code: 806533



# Updates, Guidance, and Regulation Information from the United States Department of Agriculture (USDA) Food and Nutrition Services

## New feature alert for the Professional Standards Training Tracker Tool!

A new feature is now available on the Professional Standards Training Tracker Tool (PSTTT). Team Nutrition appreciates receiving your comments on the PSTTT and works continuously to enhance the user experience. You can now conveniently log training and access the Training Title list all from the **Trainings** tab on the toolbar. In addition, Manager and Director users can view logged trainings for employees from the same tab. All users can access their own training history under the **Welcome** tab. And, in response to your feedback, Team Nutrition has improved the Reports feature to now allow the option to include those employees with zero logged training hours in the Summary Report.

Track your professional standards required training hours today using USDA's free [Professional Standards Training Tracker Tool!](#)

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## Reminders and Due Dates

### SFSP Application

The 2021 SFSP MEGS+ application is due May 21, 2021. If you are planning to continue to serve meals after April 30th, the 2021 application must be completed. This application covers schools/sponsors through the end of the 2020-2021 school year and all sponsors that will participate in the Summer of 2021. Please complete the site calendars through the end of your summer program of 2021.

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### 10 Cents a Meal

In case you missed it – the 10 Cents A Meal program is in full swing and there are several recorded trainings now posted to help grantees with their local produce and legume purchasing. We recommend starting [here](#) if you need assistance with the program.

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## 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 Michigan 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](mailto:MDE-MINutritionTraining@michigan.gov).

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



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## Frequently Asked Questions

**Question:** What is program are we running for School Year 2021-2022?

**Answer:** On April 20, 2021 USDA released another round of waivers for the new school year. A bulletin from MDE was sent out on that day. The waivers are also posted on [USDA's website](#). Please join us for the Town Hall on April 28 at 2 pm to learn more.

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**Question:** I have a new free and reduced-price meal application because the family would like to receive a P-EBT card. What should I do?

**Answer:** At this time the Michigan Student Data System(MSDS) Student Record Maintenance (SRM) collection ability is available. Please work with your pupil accounting staff to make that an eligibility update is completed in the MSDS via that SRM collection.

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## Contact Us

Email: [MDE-SchoolNutrition@Michigan.gov](mailto: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 Child Nutrition Programs News and Updates and Bulletins, visit [Child Nutrition Programs News and Updates Subscription](#).

## Support

### [School Nutrition Programs](#)

[www.michigan.gov/schoolnutrition](http://www.michigan.gov/schoolnutrition)  
Email: mde-schoolnutrition@michigan.gov

### [Summer Food Service Program](#)

[www.michigan.gov/sfsp](http://www.michigan.gov/sfsp)  
Email: mde-sfsp@michigan.gov

### [Child and Adult Care Food Program](#)

[www.michigan.gov/cacfp](http://www.michigan.gov/cacfp)  
Email: mde-cnap-cacfp@michigan.gov

### [Food Distribution](#)

[www.michigan.gov/mde-fdp](http://www.michigan.gov/mde-fdp)  
Email: mde-fmfd@michigan.gov

### [Fiscal and Administrative Services](#)

[www.michigan.gov/mde-fast](http://www.michigan.gov/mde-fast)  
Email: mde-fiscal@michigan.gov

### [Procurement and Contracts](#)

[www.michigan.gov/mde-foodservicecontracts](http://www.michigan.gov/mde-foodservicecontracts)  
Email: mde-fsmc-vended@michigan.gov

### [School Health and Safety](#)

[www.michigan.gov/cshsp](http://www.michigan.gov/cshsp)

## 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: [How to File a Complaint](#), 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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

USDA Civil Rights Complaint Links:

[https://www.ocio.usda.gov/sites/default/files/docs/2012/Complain\\_combined\\_6\\_8\\_12.pdf](https://www.ocio.usda.gov/sites/default/files/docs/2012/Complain_combined_6_8_12.pdf)

<https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint>

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Links Used in this Document:

<https://www.mifoodheroes.com/nominations>

<https://mdoe.state.mi.us/MIND20>

[https://www.michigan.gov/mde/0,4615,7-140-66254\\_50144-518545--,00.html](https://www.michigan.gov/mde/0,4615,7-140-66254_50144-518545--,00.html)

[https://www.michigan.gov/documents/mde/ADA\\_Instructions\\_for\\_Completing\\_SFA-VCR\\_19-20\\_Pub\\_Non-Pub\\_674110\\_7.pdf](https://www.michigan.gov/documents/mde/ADA_Instructions_for_Completing_SFA-VCR_19-20_Pub_Non-Pub_674110_7.pdf)

[https://www.michigan.gov/documents/mde/ADA\\_Instructions\\_for\\_Completing\\_SFA-VCR\\_19-20\\_RCCI\\_674077\\_7.pdf](https://www.michigan.gov/documents/mde/ADA_Instructions_for_Completing_SFA-VCR_19-20_RCCI_674077_7.pdf)

<https://mdoe.state.mi.us/GEMS/public/QuestionnaireHome.aspx?code=i1d1taaa>

<https://mdoe.state.mi.us/GEMS/public/QuestionnaireHome.aspx?code=i1d1taaa>

[https://www.michigan.gov/documents/mde/External\\_Linking\\_MILogin\\_and\\_MEIS\\_716177\\_7.pdf](https://www.michigan.gov/documents/mde/External_Linking_MILogin_and_MEIS_716177_7.pdf)

[https://theicn.zoom.us/webinar/register/WN\\_Lrw0d0MfS8CB3ij-QNGRKA](https://theicn.zoom.us/webinar/register/WN_Lrw0d0MfS8CB3ij-QNGRKA)

<https://theicn.org/star>

<https://theicn.org/eLearning>

<https://pstrainingtracker.fns.usda.gov/>

[https://www.tencentsmichigan.org/webinars\\_and\\_training\\_resources](https://www.tencentsmichigan.org/webinars_and_training_resources)

<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/documents/mde/Michigan_Nutrition_Training_Calendar_Access_678629_7.pdf)

[https://public.govdelivery.com/accounts/MIMDE/subscriber/new?topic\\_id=MIMDE\\_229](https://public.govdelivery.com/accounts/MIMDE/subscriber/new?topic_id=MIMDE_229)