



ALL ABOUT Paid Lunch Equity (PLE)

USDA Requirements

The PLE rules exist to ensure the Food Service Fund (Fund 25) is supported equally by federal reimbursements and paid student lunch prices.

The USDA issues a new PLE tool every year to assist School Food Authorities (SFA's) in determining if a price increase is necessary.

Completing the PLE tool is an annual requirement, which builds off the previous year's tool.

There are two ways to meet the price increase requirement:

1. Increase paid student lunch prices to meet the minimum required price on average.
2. Transfer non-federal funds to the Food Service Fund instead of a price increase.

PLE tools are collected and reviewed by MDE during Resource Management (RM) Reviews.

*The PLE tool does not apply to SFAs that are Community Eligibility Provision (CEP) districtwide.

Be Careful...

Important: Repeat PLE findings could result in a requirement to move general funds or non-federal funds into the Food Service Fund to cover the amount not collected from paid student lunch prices.

Common PLE Findings: The PLE tool is not completed or it is not completed correctly.

Also, some SFAs do not raise prices enough.



Best Practices



Take price increases to the School Board by June.



Use updated paid student meal price to complete the Adult Pricing Worksheet prior to new school year.



Update Point of Sale Systems with new student and adult prices prior to new school year.



Communicate new prices to families, staff, and stakeholders over the summer.

PLE Exemption

- ✓ The ability to not raise prices for School Year (SY) 2023-2024 is temporarily allowed for SFAs with a positive fund balance as of June 30, 2022
 - SFAs may still choose to raise prices
- ✓ Completing the PLE tool is still required for SFAs with a negative fund balance
- ✓ SFAs with a negative fund balance must raise prices if indicated by the tool
- ✓ Save completed PLE tool in Microsoft Excel format
- ✓ SFAs must keep an updated Detailed General Ledger that documents the fund balance as of June 30, 2022
- ✓ For more info on the exemption: [PLE Communication for SY 2023-2024](#)
- ✓ Report pricing data and exemption use to MDE in the PLE Poll in Fall of 2023

THE FINE PRINT

- Paid Lunch Equity Regulations at 7 CFR 210.14(e)
- USDA Memo [SP 11-2023](#)
- Part of the [Healthy Hunger Free Kids Act of 2010](#)
- This institution is an equal opportunity provider

CONTACT INFORMATION

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Completing The Tool



What do I need to begin the process?

- ✓ Previous SY22-23 PLE tool
- ✓ SY22-23 paid student meal prices
- ✓ October 2022 paid student meal counts by price
- ✓ [PLE tool instructions](#) provided by MDE
- ✓ New [SY 23-24 PLE tool](#)

Be Careful...

Important: Do not modify the tool's protected cells. Only the peach-colored cells/boxes are meant to enter your data.

Important: PDF versions of the PLE tool are not accepted.

What should I do?

Follow the [PLE tool instructions](#) provided by MDE.

For most SFAs, only two tabs, the "Unrounded Requirement Finder" and the "SY 23-24 Price Calculator" are necessary.

We recommend SFAs seek advice from MDE before filling out the other tabs.

Enter your data into the peach-colored cells/boxes.

If a price increase is required, make sure all paid prices are raised in combination to pull the entire weighted average price up to the minimum required price.

Save an electronic copy of the PLE tool in its Excel format.

SFAs will need to submit PLE tools to MDE during RM Reviews.

Website Links

- <https://www.michigan.gov/mde/-/media/Project/Websites/mde/ohns/Fiscal/Paid-Lunch-Equity-Tool-Communication-SY2023-2024.pdf?rev=cead48af39644fb5a4dbda7beb576b4f&hash=3CC5FC030D25098DF6FB834C1BA54585>
- <https://www.michigan.gov/mde/-/media/Project/Websites/mde/ohns/Fiscal/Paid-Lunch-Equity-Guidance-for-SY-2023-2024-USDA-SP11-2023s.pdf?rev=1731bb16b8ee462f91a3e7d4da5f16ca&hash=F2E42412725191623C9DA8A202397218>
- <https://www.fns.usda.gov/pl-111-296>
- <https://www.michigan.gov/mde/-/media/Project/Websites/mde/ohns/Fiscal/Paid-Lunch-Equity-Tool-Instructions-SY2023-24.pdf?rev=722735941c9040e2bd3f65419500d49c&hash=76FAB2BB4C5453EF9D281DD168150093>
- <https://www.michigan.gov/mde/-/media/Project/Websites/mde/ohns/Fiscal/Paid-Lunch-Equity-Tool-SY-2023-2024.xlsx?rev=514d72cf85794e64b3460190dbaedd71&hash=FA52AF2E6E8528A329F831F08D72D139>

SAVE THE DATE!

Complete PLE tools and implement price increases prior to the first day of the new school year.