



## Child Nutrition Programs (CNP) Bulletin

### August 8, 2023 - Child Nutrition Programs (CNP) Bulletin No. 8 - Michigan School Meals Opt-in is Now Available in the 2024 Coordinated Application in NexSys

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The 2024 Coordinated Application in NexSys is now ready for eligible districts to opt-in to participate in the Michigan School Meals Program. Instructions can be found on the [Michigan Schools Meals website](#).

Applications will be reviewed and approved on a first come basis. The application must be approved prior to your first School Year 2023-2024 claim being made available. The deadlines are:

- August 2023 claims is August 31, 2023
- September 2023 claims is September 14, 2023

Participation is optional for school districts. For a district to be eligible to participate, they must:

1. Be a public school, charter school, or intermediate school district
2. Participate in the National School Lunch Program
3. Serve breakfast **AND** lunch
4. Serve all meals at no cost to pre-K through 12<sup>th</sup> grade students
5. Adopt Community Eligibility Provision (CEP) to maximize federal reimbursement
6. Collect relevant family income information
  - Application for Summer EBT and Education Benefits form for Michigan School Meals (traditional F/RP/P schools)
  - Education Benefits Form (CEP schools)
7. Write off all outstanding student negative balances

*Note: Participating entities are encouraged to offer meals that meet students' dietary restrictions, including the provision of gluten-free meals, vegetarian meals, vegan meals, and, upon request, kosher meals, halal meals, and meals meeting any allergy restrictions as confirmed by a doctor's note.*

## **Writing off Negative Balances**

More information on writing off negative balances can be found here: [30d Negative Balance Write Off Information](#).

Stuck on the negative balance piece? Contact the Fiscal and Administrative Services Fiscal Monitoring Team for help at [MDE-Fiscal@michigan.gov](mailto:MDE-Fiscal@michigan.gov) or 517-241-5380.

## **Community Eligibility Provision (CEP) Schools or School Districts that Receive the Maximum 100% Free Federal Reimbursement**

If your school district is already participating in the CEP at the highest federal reimbursement rate, meaning you receive the maximum 100% free federal reimbursement district-wide, you do not need to opt into the Michigan School Meals Program.

The Michigan School Meals Program is a state-funded program that provides reimbursement for meals served to students who qualify for reduced-price and paid meals, so all students receive the meals at no cost. As your district already provides all meals at no cost and receives the maximum reimbursement, you are not required to make any changes for the upcoming school year.

You are not required to amend your FY 2024 CNP: Coordinated Application to opt into this program, and you will continue to collect the Education Benefits Forms as usual, as well as claim breakfasts and lunches using total meal counts by meal type by building.

If you have not initiated or submitted your FY 2024 CNP: Coordinated Application, you may select "No" for question #7 on the sponsor details page where you would opt into the Michigan School Meals Program.

## **Claims**

If you plan to participate in the Michigan School Meals Program for the month of July, you can submit your claims. *Please note: Currently, only Federal School Nutrition reimbursements are available.* More information will be provided for districts who participated in Michigan School Meals in July.

For resources about Michigan School Meals, go to: [www.Michigan.gov/MDE-MichiganSchoolMeals](http://www.Michigan.gov/MDE-MichiganSchoolMeals).

For questions, email: [MDE-SchoolNutrition@Michigan.gov](mailto:MDE-SchoolNutrition@Michigan.gov) or call 517-241-5374.

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## Contact Us

Email: [MDE-SchoolNutrition@Michigan.gov](mailto:MDE-SchoolNutrition@Michigan.gov)

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [USDA Program Discrimination Complaint Form](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

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