



Michigan School Meals Claims and Payments for SY 2023-2024

The purpose of this document is to clarify the claim and payment process for the Michigan School Meals program. If you participating in Michigan School Meals, you will now have two different meal reimbursement payments - a federal payment and a state payment.

- The **federal** payment is the same as it has been with National School Lunch and Breakfast Programs.
- The **state** payment is the Michigan School Meals (30d) payment. It is a separate payment coming from the state aid budget. This portion is paying the difference between the paid and reduced-price reimbursement, compared to the free reimbursement. Ultimately, all meals end up being reimbursed at the federal free rate.

1. When should I have my claims submitted?

To receive both the federal and state payments (30d) in the month following the last day of the month claimed, claims should be submitted by the 4th of the month, or sooner if the 4th falls on a weekend or holiday.

2. What if I miss the 4th deadline?

If the claim is submitted after the 4th of the month, the state aid payments (30d) will be processed on the next month’s payment. For example, if October’s claim that was due on November 4 was submitted on November 10, the state aid payment for the month of October will be included in the December state aid payment.

Claim Month	Due Date for State Aid Payment*	Final Claim Deadline
October 2023	November 4, 2023	December 30, 2023
November 2023	December 4, 2023	January 29, 2024
December 2023	January 4, 2024	February 29, 2024
January 2024	February 4, 2024	March 31, 2024
February 2024	March 4, 2024	April 29, 2024
March 2024	April 4, 2024	May 30, 2024
April 2024	May 4, 2024	June 29, 2024
May 2024	June 4, 2024	July 30, 2024
June 2024	July 4, 2024	August 29, 2024
July 2024	August 4, 2024	September 29, 2024

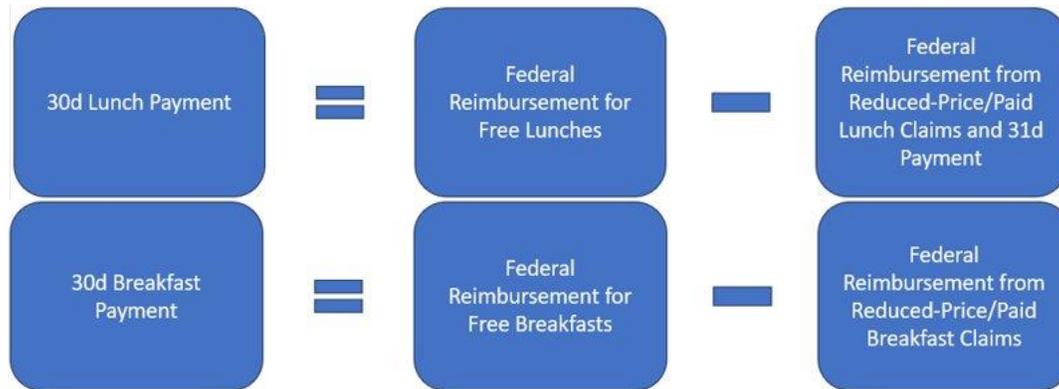
*To be received in that month, otherwise it will be paid the following month.

Note: Claims must be submitted within 60 days of the last day of the month claimed in the Michigan Nutrition Data (MiND) System 2.0.

3. Funding Calculation for Claims

31d lunch and 31f breakfast are state supplemental payments based on the state mandate that districts must operate lunch and breakfast programs. 31d lunch and 31f breakfast supplemental payments remain the same and will be paid out regardless of participation in Michigan School Meals.

30d, Michigan School Meals program, provides additional state funding based on the following formulas. For lunch, participating sponsors will receive 30d payments based on the difference between what is received in total free federal reimbursement and total reduced-price/paid reimbursement, and the 31d payment. For breakfast, participating sponsors will receive 30d payments based on the difference between what is received in total free federal reimbursement and total reduced-price/paid reimbursement.



4. When are payments sent out and in what system?

Federal reimbursement is paid out in NexSys and usually processed within 1-2 weeks of submitting the claim. State aid payments are paid out in the State Aid Management System (SAMS) and is usually processed around the 20th of the month. For example, if the claim is submitted by the 4th, you should expect payment in SAMS on the 20th.

5. Is there a report I can use to reconcile claims?

Yes. There are two different reports you can use to reconcile your monthly claims. There is the Claim Status Report in MiND and the State Aid Financial Status Report in SAMS.

MiND – Claim Status Report: It is available on the Main Menu of the SNP Claims Page. There is a blue “Report” button in the Status column. This report will have your reimbursement broken down by meals, eligibility, and federal and state reimbursement. Near the bottom of the report, you will see a section for Michigan School Meals 30d State Funding. Once the claim is processed, this will have the amount of state reimbursement/payment for the claim month and a year to date total (as of the day you view the report, meaning it may change if you review the report at another time).

Payment Type	Amount	YTDTotal (As of Today)
30d Breakfast Reimbursement (From MIND Payment Details)	\$3,191.45	\$3,191.45
30d Breakfast Payment	\$3,191.45	\$3,191.45
31d Lunch Payment (1/11th Paid by State Aid)	\$7,190.64	\$7,190.64
30d Lunch Reimbursement (From MIND Payment Details)	\$9,340.10	\$9,340.10
30d Lunch Payment = (30dReimbursementYTD-31dPaymentYTD-30dPaymentYTD)	\$2,149.46	\$2,149.46

Accounting Disclaimer:
 1. The payments will not reflect the 30d Michigan School Meals component until it gets reconciled monthly with the 31d State Lunch payments.
 2. The State payments in this section could take up to 7 weeks to be processed.
 3. The year-to-date (YTD) values are current at the time this report is run.
 4. Additional reconciliations will happen each spring when 31d estimates move to actual, after the calculations are complete with finalized FID School Meals Report data from the previous school year.



SAMS – State Aid Financial Status Report: Available on the website, [State Aid Status Reports Home - SAMS](#), you can use the web-based report or the printer friendly version. If you select the web-based report, click on the top blue button “State Aid Financial Status Reports.” This will open a new page where you will enter your district name and select the payment date, then click Search.

If you select the printer friendly version, click on the second blue button “State Aid Financial Status Report – Printer Friendly.” This will open a new page and you need to select the ISD that your district is affiliated with and click on the Download PDF Report. You can then scroll to find your district’s information.

CURRENT YEAR ALLOWANCES						
Account Section	Account Description	Amount	Percent To Date	Previous Amounts	Current Amount	
22a	PROP A OBLIGATION (State PP: \$3,139.48)	\$11,113,665.02	9.09%	\$0.00	\$1,010,232.15	
51c	SPEC ED HEADLEE OBLIGATION	\$1,124,190.84	9.09%	\$0.00	\$102,188.95	
22b	DISCRETIONARY PAYMENT	\$18,424,199.59	9.09%	\$0.00	\$1,674,759.74	
31A	AT RISK	\$2,196,715.76	9.09%	\$0.00	\$199,681.46	
29(7)	ENROLLMENT STABILIZATION PAYMENTS	\$25,413.16	9.09%	\$0.00	\$2,310.06	
152a	HEADLEE OBLIGATION FOR DATA COLLECTION	\$103,093.64	9.09%	\$0.00	\$9,371.21	
31d	SCHOOL LUNCH	\$79,097.05	9.09%	\$0.00	\$7,189.92	
	Allowances Total	\$33,066,375.06		\$0.00	\$3,005,733.49	

PRIOR YEAR ADJUSTMENTS						
Section	Adjustment Year	Description	Amount	Percent To Date	Previous Amounts	Current Amount
22a	2021	PROP A OBLIGATION	(\$2,520.52)	100.00%	\$0.00	(\$2,520.52)
22b	2021	DISCRETIONARY PAYMENT	(\$2.87)	100.00%	\$0.00	(\$2.87)
22a	2022	PROP A OBLIGATION	(\$2,547.18)	100.00%	\$0.00	(\$2,547.18)
22b	2022	DISCRETIONARY PAYMENT	\$20.46	100.00%	\$0.00	\$20.46
22a	2023	PROP A OBLIGATION	(\$2,446.23)	100.00%	\$0.00	(\$2,446.23)
22b	2023	DISCRETIONARY PAYMENT	\$43.50	100.00%	\$0.00	\$43.50
61d	2023	CTE PER PUPIL INCENTIVE	\$62.91	100.00%	\$0.00	\$62.91
6(4)dd	2023	PUPIL EXCEEDING 1.0 FTE ADJ	(\$1,106.60)	100.00%	\$0.00	(\$1,106.60)
25g	2023	PUPIL EXCEEDING 1.0 FTE REIMB	\$269.94	100.00%	\$0.00	\$269.94
31d	2023	SCHOOL LUNCH	\$4,871.30	100.00%	\$0.00	\$4,871.30
30d	2023	UNIVERSAL SCHOOL BREAKFAST	\$3,191.45	100.00%	\$0.00	\$3,191.45
30d	2023	UNIVERSAL SCHOOL LUNCH	\$2,149.46	100.00%	\$0.00	\$2,149.46
Adjustments Total			\$1,985.62		\$0.00	\$1,985.62
Totals			\$33,068,360.68		\$0.00	\$3,007,719.11



Important Tips

- If the claim is submitted after the 4th of the month, it will be on the following month's State Aid payment.
- There might be more than one month's worth of 30d payments in your State Aid payment (if one month is submitted after the 4th and the next month is submitted by the 4th, there would be two months of payments).
- 31d lunch payment is the same each month at 9.09% of the total allocation. Additional reconciliations will happen in the spring when 31d estimates move to actual payments after calculations are complete with finalized FID School Meals Report data from the previous year.
- The Michigan Department of Education (MDE) will not be issuing payments/reimbursements if your 31d payment is larger than your 30d lunch payment. Totals will be calculated year to date.
- 30d lunch payments occur when 30d reimbursements earned exceed the 31d installment(s). The combination of 31d and 30d payments bring the reimbursement up to the full federal free reimbursement rate at a minimum.
- If your claim only includes partial months such as July or August, it might not accurately reflect what your claims will regularly look like due to the 30d and 31d payments. If it is a negative balance, that does not indicate that your payment will be a negative amount. Negative 30d amounts will process as a "zero payment" in SAMS for the month.
- On the State Aid Financial Status Report, use the "Current Amount" column (on the right-hand side) for the amount of 30d breakfast, 30d lunch, and 31d payments you will receive from SAMS.
- October 2023 claims submitted by the November 4 deadline will be included on the December 2023 State Aid Payment due to a programming error. July 2023 – September 2023 claims will still go out as scheduled in the November 2023 State Aid Payment.
- If you have any questions, please reach out to the MDE-Fiscal@michigan.gov inbox.



Claim Reconciliation Example

Multiple Month Payment: District receives the 30d Breakfast Payment (blue) for August and September, 31d Lunch Payment (red) for August (only one month is included because August and September are included in the October State Aid Payment), and 30d Lunch Payment (green) for August and September. To calculate the 30d Breakfast Payment (blue) add \$2,620.20 for August and \$20,588.55 for September for a total of \$23, 208.75. To calculate the 30d Lunch Payment (green) add \$13,687.48 for August and \$93,721.40 for September for a total of \$107,408.88 (green).

MiND – Claim Status Report

Michigan School Meals 30d State Funding : **August**

Payment Type	Amount	YTD Total (As of Today)
30d Breakfast Reimbursement (From MIND Payment Details)	\$2,620.20	\$23,208.75
30d Breakfast Payment	\$2,620.20	\$23,208.75
31d Lunch Payment (1/11th Paid by State Aid)	\$4,541.22	\$4,541.22
30d Lunch Reimbursement (From MIND Payment Details)	\$18,228.70	\$111,950.10
30d Lunch Payment = (30dReimbursementYTD-31dPaymentYTD-30dPaymentYTD)	\$13,687.48	\$107,408.88

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 2. The State payments in this section could take up to 7 weeks to be processed.
 3. The year-to-date (YTD) values are current at the time this report is run.
 4. Additional reconciliations will happen each spring when 31d estimates move to actual, after the calculations are complete with finalized FID School Meals Report data from the previous school year.

Michigan School Meals 30d State Funding : **September**

Payment Type	Amount	YTD Total (As of Today)
30d Breakfast Reimbursement (From MIND Payment Details)	\$20,588.55	\$23,208.75
30d Breakfast Payment	\$20,588.55	\$23,208.75
31d Lunch Payment (1/11th Paid by State Aid)	\$0.00	\$4,541.22
30d Lunch Reimbursement (From MIND Payment Details)	\$93,721.40	\$111,950.10
30d Lunch Payment = (30dReimbursementYTD-31dPaymentYTD-30dPaymentYTD)	\$93,721.40	\$107,408.88

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 1. The payments will not reflect the 30d Michigan School Meals component until it gets reconciled monthly with the 31d State Lunch payments.
 2. The State payments in this section could take up to 7 weeks to be processed.
 3. The year-to-date (YTD) values are current at the time this report is run.
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SAMS – State Aid Financial Status Report

CURRENT YEAR ALLOWANCES						
Account Section	Account Description	Amount	Percent To Date	Previous Amounts	Current Amount	
31d	SCHOOL LUNCH	\$49,953.41	9.09%	\$0.00	\$4,540.76	
	Allowances Total	\$32,815,805.53		\$0.00	\$2,982,956.73	
PRIOR YEAR ADJUSTMENTS						
Section	Adjustment Year	Description	Amount	Percent To Date	Previous Amounts	Current Amount
31d	2023	STATE PER PUPIL INCENTIVE	(\$1,987.89)	100.00%	\$0.00	(\$1,987.89)
31d	2023	SCHOOL LUNCH	\$3,076.45	100.00%	\$0.00	\$3,076.45
30d	2023	UNIVERSAL SCHOOL BREAKFAST	\$23,208.75	100.00%	\$0.00	\$23,208.75
30d	2023	UNIVERSAL SCHOOL LUNCH	\$107,408.88	100.00%	\$0.00	\$107,408.88
	Adjustments Total	\$124,846.30		\$0.00	\$124,846.30	
	Totals	\$32,940,651.83		\$0.00	\$3,107,803.03	

If you have any questions, please send an email to MDE-Fiscal@michigan.gov.