

## BE IN THE KNOW

### Understand Your School Food Options

FAQs from the Webinar – Winter 2018

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**Is there guidance online describing how to become a SFA?**

<http://www.cn.nysed.gov/national-lunch-program>

*In addition, all New SFAs are required to participate in multiple New SFA trainings associated with the process. They train on everything necessary for proper SFA administration of the CN Programs.*

**Regarding the grant programs mentioned, is there an online resource to guide schools that want to apply?**

Go to <http://www.cn.nysed.gov/content/grants>

**Is the Fresh Fruit and Vegetable Program (FFVP) for all grades? Where can we find out if our school is listed as eligible?**

*Participation in the Fresh Fruit and Vegetable Program (FFVP) is by invitation only from the State Agency. FFVP funding is provided to elementary schools (Pre-k – grade 6) with the highest economic need. Once invited, school food authorities complete applications for each eligible site.*

Details at: <http://www.cn.nysed.gov/fresh-fruits-and-vegetables>

**Do the same procurement rules apply to existing SFA's changing vendors as those for new SFA's?**

*Yes, any time you are making changes to your contract or program, you must follow all procurement regulations with NYSED and USDA. You must always competitively bid out your food services whether it is vended or Food Service Management Company (FSMC), but the FSMC contract process is much more prescriptive and requires the use of a State prototype contract available at <http://www.cn.nysed.gov>*

**Is there a guide to those rules?**

Find it at: <http://www.cn.nysed.gov/content/procurement-information>

## **Can independent charter school SFA's provide summer meals?**

*Participation in the Summer Food Service Program (SFSP) would not be approved for an independent charter school because the NYCDOE already provides access to all NYC children and has the operational capacity to administer the SFSP.*

*Charter schools may provide meals to enrolled students in the summer months in the National School Lunch and School Breakfast Programs if they administer summer school programs that provide enrichment, acceleration or improvement of skills or make up courses from the regular school year.*

**It's mentioned in the webinar, but we want to emphasize it; when requesting proposals from potential vendors, make sure you make the distinction whether you are looking for a food vendor or a food service management company.**

*There is a really important distinction to make. A food service vendor drops meals and goes. They do not provide any additional service. A food service management company will support the school with preparation and serving meals.*

*The search for a food vendor or service management company must be conducted in a free and open manner. A procurement should be advertised using an Invitation for Bid (IFB) if over \$150K, and through another method that ensures free and open competition if administering a procurement that meets the small purchase threshold (<\$150K). In either scenario, accurate projections of monetary award should guide the procurement method and free and open competition should be the guiding principal.*

*If NYSED Child Nutrition Program finds that a school used a vendor but should have used a Food Service Management Company contract, they are required to take back/recoup all reimbursements for the year.*

**A school is usually only eligible to apply to the Community Eligibility Provision after its first year, since the data comes from the previous year.**

*A new charter with demonstrated high need may be accepted to participate in CEP in the first year of operation. If a new SFA could obtain their direct certification data – SNAP, TANF, etc - they could provide the CEP application along with their New SFA application by June 30.*

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