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POLICY UPDATE



09.08.2017 Beginning Verification before October1: Guidance to Local Educational Agencies

In a policy notice, the USDA Food and Nutrition Service published [a memo](#) to provide guidance to State agencies and local educational agencies (LEAs) on the option to begin verification activities before October 1, 2017. The Richard B. Russell National School Lunch Act (NSLA) requires LEAs to verify a sample of approved applications for free and reduced-price meals each school year based on a school's sample size, as of October 1; but they are also allowed to begin verification once they begin the application approval process. In summary, LEAs are allowed to begin the verification process before October 1, but must decide how often to sample applications, include in each sample pool only applications approved since the last sample was selected and select either 3 percent or 1.5 percent of approved applications, as required by the sampling method, each time. Program operators should direct any questions to their State Agency.

09.12.2017 Revised SY 2016-2017 SFA-3 Administrative Review Form for FNS-640 Reporting

Previously, the USDA Food and Nutrition Service (FNS) issued memorandum, *Administrative Review – Revised Manual, Forms, and Tools (SY 2016 – 2017)*. The revised manual and forms include the [SFA-3](#), which is a new form created for aggregated site level data that is collected during the administrative review process and supports data accuracy and seamless data entry when completing the redeveloped FNS-640 report. The [new memo](#) issued on September 12, 2017 offers the SY 2016-2017 SFA-3 with [revised instructions](#), which provides additional information and clarifications to the previously issued instructions. The memo gives two options for State agencies to assist with the burden of completing the SFA-3 using the revised instructions for reviews. The first is reporting SFA-level data on the FNS-640 using the SFA-3 form with the revised instructions, and the second is reporting SFA-level data using other AR forms. More information about the options can be found in [the memo](#).

9.22.2017 Study of Non-Response to the School Meals Application Verification Process

A [Federal Register notice](#) announced that the USDA Food and Nutrition Service (FNS) will be collecting comments in a Study of Non-Response to the School Meals Application Verification Process. The study is intended to examine the accuracy of district verification procedures for students who are eligible to participate in the NSLP, SBP and to receive free or reduced-price (F/RP) meals through application or direct certification. The data collection will help FNS to analyze and identify potential improvements to the verification process. Comments are due by October 30th, 2017.

Questions or comments?

Send them to SNA's Government Affairs Coordinator, Lawren Geer, at lgeer@schoolnutrition.org