

July Monthly Call



July 7, 2026

Today's Agenda

26-27 SY Administrative Reviews and Procurement Reviews

SSO Overview

PLE Tool Reminders

26-27 SY Reminders

Memos

Upcoming Trainings and Events

Louisiana Tray of the Week

Changes for DNS



Administrative Reviews and Procurement Reviews



26-27 SY Administrative Reviews and Procurement Reviews

- 33 Administrative Review and Procurement Reviews scheduled
- Administrative Review Schedule can be found on the CNP website under School Food Service Resources
- SA staff have begun technical assistance visits for those SFAs being reviewed during the 26-27 SY
- Technical Assistance started in June and will continue throughout the summer months and into August in necessary
- LDOE is planning to conduct approximately 50% of the scheduled AR/PR
- The rest of the scheduled reviews will be conducted by the contractor



For the 26-27 SY, there are currently 33 reviews scheduled.

If you are unsure of what year you will be receive an Administrative Review, the Administrative Review Schedule can be found on the CNP website under School Food Service Resources.

Once the follow up reviews being conducted this school year are completed, SA staff will begin scheduling technical assistance visits for those SFAs being reviewed during the 26-27 SY.

Technical Assistance visits may begin in June and continue throughout the summer months.

LDOE is planning to conduct approximately 50% of the scheduled AR/PR for the 26-27 SY.

The rest of the scheduled reviews will be conducted by the contractor.

Seamless Summer Option (SSO) Overview



The Calendar for SSO

- The SSO follows the same calendar year as the NSLP/SBP academic school year (July 1st through June 30th)
- Therefore, if a sponsor intends to offer the SSO beyond June 30th, a new application must be submitted for each site planning to operate in the month of July (since this reflects a new school year)
- Sponsors operating the SSO beyond June 30th must submit two sets of SSO applications in order to receive approval for both program years when operations occur



The SSO follows the academic school year which is July 1st - June 30th. Therefore, if the sponsor will operate SSO beyond June 30th, the sponsor will need to submit a new SSO application for sites operating in July. You must submit two SSO applications in order to be approved to operate SSO in both program years (June and July).

PLE Tool Reminders



Purpose of the Paid Lunch Equity (PLE) Tool

- Federal Regulations at [7 CFR 210.14\(e\)](#) require that each school year, school food authorities must establish prices for paid lunches.
- Non-pricing schools are exempt from this requirement because they do not charge for meals.
- For additional guidance, please refer to the following USDA Memos:
 - [SP 39-2011](#) Revised Child Nutrition Reauthorization 2010: Guidance on Paid Lunch Equity and Revenue from Nonprogram Foods
 - [SP 06-2026](#) Paid Lunch Equity: Guidance for School Year 2026-2027
- Paid Lunch Equity (PLE) Tool for SY 2026-2027 is on the CNP website



First, let's talk about the purpose of the PLE Tool.

Regulations at [7 CFR 210.14\(e\)](#) require that each school year SFAs must establish prices for paid lunches.

Non-pricing schools are exempt from this requirement because they do not charge for meals.

For additional guidance, please refer to the following USDA Memos:

[SP 39-2011](#) Revised Child Nutrition Reauthorization 2010: Guidance on Paid Lunch Equity and Revenue from Nonprogram Foods

[SP 06-2026](#) Paid Lunch Equity: Guidance for School Year 2026-2027

The Paid Lunch Equity(PLE) Tool for SY 26-27 can be found on the CNP website.

Memo [SP 06-2026](#) Paid Lunch Equity (PLE): Guidance for SY 2026-2027

SFAs Qualifying for the SY 2026-2027 PLE Exemption

- For SY 2026-2027, SFAs with a positive or zero balance in the nonprofit school food service account as of June 30, 2025, are exempt from PLE pricing requirements found at [7 CFR 210.14\(e\)](#).
- While not required, exempt SFAs may still use the PLE tool to complete the steps necessary to determine their target SY 2026-2027 paid lunch price, consistent with Program regulations at [7 CFR 210.14\(e\)](#), and adjust their paid lunch prices accordingly.

SFAs Not Qualifying for the SY 2026-2027 PLE Exemption

- SFAs that had a negative balance in the nonprofit school food service account as of June 30, 2025, must follow PLE requirements according to [7 CFR 210.14\(e\)](#) when establishing their paid lunch prices for SY 2026-2027.



Please refer to USDA Memo [SP 06-2026](#) for guidance on the Paid Lunch Equity Tool for school year 2026-2027

SFAs Qualifying for the SY 2026-2027 PLE Exemption

For SY 2026-2027, SFAs with a positive or zero balance in the nonprofit school food service account as of June 30, 2025, are exempt from PLE pricing requirements found at [7 CFR 210.14\(e\)](#)

While not required, exempt SFAs may still use the PLE tool to complete the steps necessary to determine their target SY 2026-2027 paid lunch price, consistent with Program regulations at [7 CFR 210.14\(e\)](#), and adjust their paid lunch prices accordingly.

SFAs Not Qualifying for the SY 2026-2027 PLE Exemption

SFAs that had a negative balance in the nonprofit school food service account as of June 30, 2025, must follow PLE requirements according to [7 CFR 210.14\(e\)](#) when establishing their paid lunch prices for SY 2026-2027.

Using the PLE Tool

Detailed instructions on how to use the PLE Tool can be found in the Instructions Tab.

It is highly recommended that SFAs read the instructions in their entirety before beginning their calculations.

The PLE tool assists SFAs by calculating the:

- Weighted Average Price Requirement for SY 2026-27
- Required Weighted Average Price Increase for SY 2026-27
- Required Revenue from non-Federal Sources for SY SY 2026-27



Detailed instructions on how to use the PLE Tool can be found in the Instructions Tab.

It is highly recommended that SFAs read the instructions in their entirety before beginning their calculations.

The PLE tool assists SFAs by calculating the:

Weighted Average Price Requirement for SY 2026-27

Required Weighted Average Price Increase for SY 2026-27

Required Revenue from non-Federal Sources for SY SY 2026-27

Paid Lunch Equity Tool for SY 2026-2027 Instructions

- The Paid Lunch Equity (PLE) Tool was created to help School Food Authorities (SFAs) calculate their new weighted average price requirement for the school year (SY) and determine what price increase is needed to meet the requirement.
- There are three methods for how SFAs can meet the requirement and the tool assists with making calculations based on the method chosen.
- This version of the PLE Tool only applies to SY 2026-2027 as a new version of the PLE Tool will be issued for SY 2027-28.

Cells shaded this color designate data entry cells. The SFA must enter the applicable data in these cells for the tool to make the appropriate calculations.



Paid Lunch Equity Tool for SY 2026-2027 Instructions

The Paid Lunch Equity (PLE) Tool was created to help School Food Authorities (SFAs) calculate their new weighted average price requirement for the school year (SY) and determine what price increase is needed to meet the requirement. There are three methods for how SFAs can meet the requirement and the tool assists with making calculations based on the method chosen. This version of the PLE Tool only applies to SY 2026-2027 as a new version of the PLE Tool will be issued for SY 2027-28. Cells shaded in the green color are designated as data entry cells. The SFA must enter the applicable data in these cells for the tool to make the appropriate calculations.

SY 2026-27 Paid Lunch Equity Calculations

SFAs who on a weighted average charged less than the target weighted average price of \$4.16 for paid lunches in SY 2025-26 are required to make an adjustment to their weighted average paid lunch price for SY 2026-27.

This adjustment will be made by adding a 2% rate increase plus the most recent Consumer Price Index (3.85%) to the weighted average paid lunch price from SY 2025-26.



SY 2026-27 Paid Lunch Equity Calculations

SFAs who on a weighted average charged less than the target weighted average price of \$4.16 for paid lunches in SY 2025-26 are required to make an adjustment to their weighted average paid lunch price for SY 2026-27.

This adjustment will be made by adding a 2% rate increase plus the most recent Consumer Price Index (3.85%) to the weighted average paid lunch price from SY 2025-26.

SY 2026-27 Paid Lunch Equity Calculations

SFAs have the choice on which method they would like to use to meet the weighted average price requirement for the school year.

SFAs have 3 methods to choose from:

- **Method 1.** Raise the Weighted Average Price of Paid Lunches.
- **Method 2.** Contribute Revenue from non-Federal Sources to the Nonprofit School Food Service Account.
- **Method 3.** Split the Requirement by Raising the Weighted Average Price of Paid Lunches AND Contributing Revenue from non-Federal Sources to the Nonprofit School Food Service Account (Combining Methods 1 and 2).



SY 2026-27 Paid Lunch Equity Calculations

SFAs have the choice on which method they would like to use to meet the weighted average price requirement for the school year.

SFAs have 3 methods to choose from:

Method 1. Raise the Weighted Average Price of Paid Lunches.

Method 2. Contribute Revenue from non-Federal Sources to the Nonprofit School Food Service Account.

Method 3. Split the Requirement by Raising the Weighted Average Price of Paid Lunches AND Contributing Revenue from non-Federal Sources to the Nonprofit School Food Service Account (Combining Methods 1 and 2).

Choose a Method to Meet the Calculated Weighted Average Price Requirement for SY 2026-27

The method that SFAs choose will determine which calculator (tab) of the PLE Tool will be completed

- If an SFA opts for Method 1, then they would only need to complete the SY 26-27 Price Raise Calculator (Tab 4)
- If an SFA opts for Method 2, then they would only need to complete the SY 26-27 Non-Federal Calculator (Tab 5)
- If an SFA opts for Method 3, then they would need to complete the SY 26-27 Split Calculator (Tab 6)

To complete the PLE Tool, SFAs will follow the instructions for the method they have selected.



The method that SFAs choose will determine which calculator (tab) of the PLE Tool will be completed.

If an SFA opts for Method 1, then they would only need to complete the SY 26-27 Price Raise Calculator (Tab 4).

If an SFA opts for Method 2, then they would only need to complete the SY 26-27 Non-Federal Calculator (Tab 5).

If an SFA opts for Method 3, then they would need to complete the SY 26-27 Split Calculator (Tab 6).

To complete the PLE Tool, SFAs will follow the instructions for the method they have selected.

PLE Reports

It is recommended that SFAs have the PLE Report from SY 2025-26 available for reference as much of the information needed to complete the PLE Tool for SY 2026-27 is summarized in that report.

SFAs will be able to generate a PLE Report for SY 2026-27 when calculations have been completed which will be helpful to reference when completing the tool that will be released for SY 2027-28.



PLE Reports

It is recommended that SFAs have the PLE Report from SY 2025-26 available for reference as much of the information needed to complete the PLE Tool for SY 2026-27 is summarized in that report.

SFAs will be able to generate a PLE Report for SY 2026-27 when calculations have been completed which will be helpful to reference when completing the tool that will be released for SY 2027-28.

PLE Tool Reminders

- The PLE Tool calculates the weighted average of all student paid lunch prices charged in the SFA.
- The maximum annual average price increase required will not exceed 10 cents.
- Depending on where the SFA is relative to the Weighted Average Price Requirement for SY 2026-27, a contribution less than 10 cents may be required.
- The SFA also has the option to do a price increase that exceeds the 10 cents cap.



Some reminders about the PLE Tool...

The PLE Tool calculates the weighted average of all student paid lunch prices charged in the SFA.

The maximum annual average price increase required will not exceed 10 cents.

Depending on where the SFA is relative to the Weighted Average Price Requirement for SY 2026-27, a contribution of less than 10 cents may be required.

The SFA also has the option to do a price increase that exceeds the 10 cents cap.

2026-2027 SY Reminders



2026-2027 SY Reimbursement Rates

When we are made aware that 26-27 SY reimbursement rates are available, we will notify SFAs.

When available it will be posted on USDA website

<https://www.fna.usda.gov/schoolmeals/reimbursement-rates>

We also have the link to the USDA website available on the CNP website.



When we are made aware that reimbursement rates are available, we will notify SFAs.

Last year the federal register was posted on July 24th.

When available it will be posted on USDA website

<https://www.fna.usda.gov/schoolmeals/reimbursement-rates>

We also have the link to the USDA website available on the CNP website.

Child Nutrition Programs Income Eligibility Guidelines

7 CFR 245.5

As required, the local educational agency shall publicly announce each school year at the beginning of the school year. This notice must include the eligibility criteria for free and reduced price meals.

[Notice of Public Release Template](#) on the CNP website

The 2026-2027 SY Income Eligibility Guidelines can be found on USDA website <https://www.fna.usda.gov/schoolmeals/income-eligibility-guidelines>

Eligibility Manual for School Meals

<https://www.fna.usda.gov/cn/eligibility-manual-school-meals>



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Eligibility Manual for School Meals

<https://www.fna.usda.gov/cn/eligibility-manual-school-meals>

Free and Reduced Prototype Applications

USDA offers prototypes (examples) of school meal applications, as well as sample instructional documents intended to assist state and local officials in the design and distribution of their own application materials.

The revised English and Spanish application prototypes and instructions are currently available on the USDA website.

The CNP website has links to the [USDA Prototype Applications](#)

These application prototypes meet all legal requirements and reflect design best practices identified by USDA through focus testing and other research.

They are available in both paper and web-based formats and may be adapted by state or local agencies for household use.



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CEP Reminders

[CEP Media Release](#) on the CNP website

[CEP Letter to Households](#) on the CNP website

[CEP Claiming Percentage Tool](#) on the CNP website

CEP Planning and Implementation Guidance

<https://www.fna.usda.gov/cn/cep-planning-implementation-guidance>



Here are a couple of reminders about CEP.

If your school district elected to operate CEP for the 26-27 SY, we have the CEP Media Release and the CEP Letter to Households templates on the CNP website.

We also have the CEP Claiming Percentage Tool on the website.

As a reference, you can also refer to the CEP Planning and Implementation Guidance.

[CEP Media Release](#)

[CEP Letter to Households](#)

[CEP Claiming Percentage Tool](#)

CEP Planning and Implementation Guidance <https://www.fna.usda.gov/cn/cep-planning-implementation-guidance>

Memos



Memos

- SP08-2026 Expanding Fluid Milk Options in Child Nutrition Programs
- SFS-26-047 April SNAP and TANF loaded to eScholar Direct Match
- SFS-26-048 State Attendance Factor for SY 2026-2027
- SP09-2026 Buy American Accommodation Process for SY 26-27
- SFS-26-050 May Medicaid Free Lunch and Medicaid Reduced Lunch



SP08-2026 Expanding Fluid Milk Options in Child Nutrition Programs

- On May 8, 2026, USDA Food and Nutrition Administration (FNA) published the final rule, Expanding Fluid Milk Options in Child Nutrition Programs **effective June 8, 2026**.
- This rule expands fluid milk options by allowing operators of the NSLP, SBP, CACFP, and the Special Milk Program for Children to offer whole and reduced-fat milk to participants two years and older.
- Program operators are encouraged, but not required, to make changes to menus under these provisions.
- Program operators have discretion to decide which varieties of fluid milk to offer.
- The revised regulations give menu planners more flexibility to offer fluid milk options that meet the dietary preferences of Program participants and are compatible with product availability, cost considerations, and other local factors.



Memo SP08-2026 Expanding Fluid Milk Options in Child Nutrition Programs

On May 8, 2026, the U.S. Department of Agriculture's (USDA) Food and Nutrition Administration (FNA) published the final rule, Expanding Fluid Milk Options in Child Nutrition Programs effective June 8, 2026.

This rule expands fluid milk options by allowing operators of the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, and the Special Milk Program for Children to offer whole and reduced-fat milk to participants two years and older.

Program operators are encouraged, but not required, to make changes to menus under these provisions.

Program operators have discretion to decide which varieties of fluid milk to offer.

The revised regulations give menu planners more flexibility to offer fluid milk options that meet the dietary preferences of Program participants and are compatible with product availability, cost considerations, and other local factors.

SFS-26-047 May SNAP and TANF loaded to eScholar Direct Match

The May SNAP and TANF data have been loaded to eScholar Direct Match. The LDOE has run the statewide SNAP and TANF matches for all school districts (public and non-public).

Districts should resolve the near matches in the batches below:

Public School Districts:

- SNAP batch # 13584
- TANF batch # 13583

Non-Public Schools:

- SNAP batch # 13592
- TANF batch # 13591

For assistance, please email Architha.Yerramalla@la.gov



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Memo SFS-26-047 May SNAP and TANF loaded to eScholar Direct Match

Please be aware that the May SNAP and TANF data have been loaded to eScholar Direct Match. The LDOE has run the statewide SNAP and TANF matches for all school districts (public and non-public).

Districts should resolve the near matches in the batches below:

Public School Districts:

- SNAP batch # 13 5 8 4
- TANF batch # 13 5 8 3

Non-Public Schools:

- SNAP batch # 13 5 92
- TANF batch # 13 5 91

For assistance, please email Architha.Yerramalla@la.gov

SFS-26-048 State Attendance Factor for SY 2026-2027

- Attendance factors must be determined prior to the beginning of each school year.
- A SFA may use the annually-determined state attendance factor or may calculate a custom SFA attendance factor.
- **The SY 2026-2027 State Attendance factor is 93.21%.**
- Unless a Custom Attendance Factor is requested by a SFA, the default will be the State's currently approved attendance factor, with the exception of RCCIs, which will have attendance factors set at 100%.
- If an SFA wishes to utilize a custom SFA Attendance Factor, the SFA Attendance Factor form must be completed and submitted to ChildNutritionPrograms@LA.GOV
- This form can be found on the CNP website.



Memo SFS-26-048 State Attendance Factor for SY 2026-2027

Attendance factors must be determined prior to the beginning of each school year. A School Food Authority (SFA) may use the annually-determined state attendance factor or may calculate a custom SFA attendance factor.

The attendance factor is the number found by dividing the total average daily attendance by the total enrollment. The attendance is based on the average attendance for the entire previous year or for a particular representative month from the previous school year.

The SY 2026-2027 State Attendance factor is 93.21%.

Unless a Custom Attendance Factor is requested by a SFA, the default will be the State's currently approved attendance factor, with the exception of Residential Child Care Institutions (RCCIs), which will have attendance factors set at 100%.

If an SFA wishes to utilize a custom SFA Attendance Factor, the SFA Attendance Factor form must be completed and submitted to ChildNutritionPrograms@LA.GOV.

This form can be found on the CNP website.

All documentation must be attached when submitting the SFA Attendance Factor form.

SP09-2026 Buy American Accommodation Process for SY 26-27

- USDA memo provides guidance on the school year SY 2026-2027 Buy American accommodation process
- The accommodation process provides the State agency the ability to approve temporary relief for SFAs that demonstrate they cannot meet the thresholds for non-domestic food purchases
- For SY 2026-2027, the annual threshold for non-domestic food purchases will continue to be 10 percent of total commercial food expenditures
- SFAs seeking a temporary accommodation from the Buy American threshold requirement may complete and submit the SFA Accommodation Plan SY 2026-2027 to ChildNutritionPrograms@LA.GOV
- State agency will provide technical assistance to SFAs to support the temporary accommodation as SFAs demonstrate they are unable to meet the requirement and work with the SFA to increase their domestic purchases



Memo SP09-2026 Buy American Accommodation Process for SY 26-27

This USDA memo provides guidance on the school year (SY) 2026-2027 Buy American accommodation process.

The accommodation process provides the State agency the ability to approve temporary relief for school food authorities (SFAs) that demonstrate they cannot meet the thresholds for non-domestic food purchases.

The first threshold limit for non-domestic food purchases was implemented in SY 2025-2026 and was 10 percent of total commercial food expenditures.

Non-domestic food purchases made by SFAs could not exceed this annual threshold which was intended to shift more purchases toward domestic products.

For SY 2026-2027, the annual threshold for non-domestic food purchases will continue to be 10 percent of total commercial food expenditures.

SFAs seeking a temporary accommodation from the Buy American threshold requirement may complete and submit the SFA Accommodation Plan SY 2026-2027 to ChildNutritionPrograms@LA.GOV

State agency will provide technical assistance to SFAs to support the temporary accommodation as SFAs demonstrate they are unable to meet the requirement and work with the SFA to increase their domestic purchases.

SFS-26-050 May Medicaid Free Lunch and Medicaid Reduced Lunch

May Medicaid Free Lunch and Medicaid Reduced Lunch data have been loaded to eScholar DirectMatch. The LDOE ran the statewide Medicaid Free Lunch and Medicaid Reduced Lunch matches for all school districts (public and non-public).

Districts should resolve the near matches in the batches below:

Public School Districts:

- Medicaid Free Lunch # 13622
- Medicaid Reduced Lunch # 13619
- Medicaid All # 13628

Non-Public Schools:

- Medicaid Free Lunch # 13639
- Medicaid Reduced Lunch # 13636

For assistance, please email, Architha.Yerramalla@LA.GOV or Wanggan.Yang@LA.GOV



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Memo SFS-26-050 May Medicaid Free Lunch and Medicaid Reduced Lunch

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Non-Public Schools:

- Medicaid Free Lunch # 13639
- Medicaid Reduced Lunch # 13636

For assistance, please email, Architha.Yerramalla@LA.GOV or Wanggan.Yang@LA.GOV

Trainings and Events



Upcoming LDOE Trainings

July

Monthly Call - July 7th

New Director Training - July 21st-22nd

NSLP Application - July 28th

August

Monthly Call - August 4th

Claims for Reimbursement - August 18th

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>



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Let's go over some upcoming LDOE trainings.

Today, July 7th is our Monthly Call.

July 21st - 22nd will be our in person training for new directors.

July 28th will be the NSLP application training.

August 4th will be the monthly call.

August 18 will be the Claims for Reimbursement.

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>

Recorded Trainings Available

Recorded training and slides available on Louisiana Fit Kids website:

- Civil Rights
- Offer vs Serve
- Production Records

Will be posted sometime in July.



LDOE will have the following recorded trainings and slides posted to LA Fit Kids website in sometime in July. SFAs can use these trainings at your back to school trainings and as necessary throughout the school year.

- Civil Rights
- Offer vs Serve
- Production Records

New Director Training

July 21-22, 2026

This in person training will be held at Pennington.

This training will be specific for new directors with less than 2 years of experience.

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>



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If you are new director, please save the date for our upcoming New Director training. It will be held July 21st-22nd at Pennington Biomedical Conference Center.

We are in the process of developing a New Director Training which will be similar to the Introduction to School Nutrition Leadership training that ICN offers.

This training will be specific for new directors with less than 2 years of experience, however we will allow a director with up to 5 years of experience to attend if there is space.

Registration is posted on LA Fit Kids website.

Need to Update or Cancel Training Registration

If you register for a training and are unable to attend, you can update or cancel your registration at any time.

Refer back to the email confirmation you received when registering.

Click on Update/Cancel Meeting Registration.

Thank you for registering for LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center.

The meeting will be held on **January 14** in person at Pennington Biomedical Research Center, **6400 Perkins Road, Baton Rouge, LA 70808**, C.B. Pennington Jr. Conference Center Auditorium.

The registration fee for this meeting is **\$20.00**.

Please pay in advance for this meeting if at all possible.

If paying by check, payment may be made prior to the meeting or on-site. Checks should be made out to Pennington Biomedical Research Center, Pennington Biomedical Research Center, Attention: Catherine Champagne, **6400 Perkins Road, Baton Rouge, LA 70808**.

Payment via credit card is available at <https://commerce.cashnet.com/LAUSPBC>.

We do not take cash on-site, unless this is absolutely necessary.

You may update or cancel this registration by clicking the link below.

[Update/Cancel Meeting Registration](#)

LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center Details

LDOE and Louisiana Fit Kids have scheduled LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center Training will be conducted at C.B. Pennington Jr. Conference Center, Auditorium on Wednesday, January 14th 8:00 AM to 3:00 PM.

Click here for the agenda.

There will be a \$20.00 registration fee for the training. Following registration you will receive an email with payment options. Please register below.

or Edit LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center Registration

Attendee Information

First Name	Last Name
First Middle Name/School District	Phone Number
Business Email Address	Confirm Email Address

Lunch Information

Lunch Options
Meat
Other Dietary Restrictions

[Update](#) [Cancel Registration](#)



If you registered for a training and are now unable to attend, you can update or cancel your registration at any time.

Refer back to the email confirmation you received when registering.

Click on Update/Cancel Meeting Registration. It will then take you to LA Fit Kids website where you update or cancel your registration.

You will then receive another email confirmation of the update or cancellation.

Back to School Trainings

LDOE will be offering a limited number of in person back to school trainings

Only trainings offered will be:

- Civil Rights
- Offer vs Serve

Send requests to ChildNutritionPrograms@LA.GOV

- Must specify available date(s), time and location

Trainings will be scheduled based on availability of LDOE staff and in the order the requests are received

The recording and slides of both Civil Rights and Offer vs Serve trainings are available on LA Fit Kids website that can be used for your staff trainings



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LDOE will be offering a limited number of in person back to school trainings.

LDOE will only be providing Civil Rights and Offer vs Serve trainings.

You can begin sending your requests to the general email address

ChildNutritionPrograms@la.gov

You must specify the date(s), time, and location of the training.

Trainings will be scheduled based on availability of LDOE staff and in the order the requests are received.

We have received several requests so far. If LDOE is unable to fulfill all of the requests received, the recording and slides of Civil Rights and Offer vs Serve trainings are available on LA Fit Kids website that can be used for your staff trainings

Louisiana Tray of the Week

Louisiana Team Nutrition



Louisiana SFSP SUN Meal of the Week 2026

The SUN Meal of the Week campaign is an 8 week initiative (June 1-July 25)

Each week the selected meal photos will be featured on Louisiana Fits Kids social media platforms and website

Photos from any of the SUN programs are eligible:

- SUN Meals: Group meal sites for kids
- SUN Meals to Go: To go or delivered meals in rural communities
- SUN Bucks: Food benefits for purchasing groceries

All photos should accurately reflect the SFSP meal pattern

Send photos to Louisianafitkids@pbrc.edu

Questions: Contact cathy.carmichael@pbrc.edu or (225) 763-2799



The SUN Meal of the Week campaign is an 8 week initiative (June 1-July 25)

Each week the selected meal photos will be featured on Louisiana Fits Kids social media platforms and website.

Photos from any of the SUN programs are eligible:

- SUN Meals: Group meal sites for kids
- SUN Meals to Go: To go or delivered meals in rural communities
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All photos should accurately reflect the SFSP meal pattern.

Send photos to Louisianafitkids@pbrc.edu

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DNS Changes



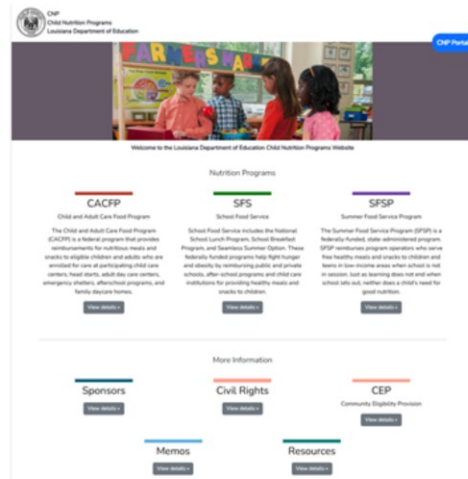
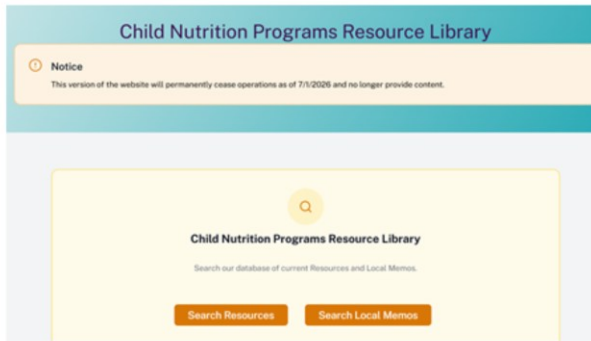
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Finally I want to mention some upcoming changes that are happening here in the Division of Nutrition Support.

CNP Website

CNP Resource Library - moving to “new” website

<https://cnp.doe.louisiana.gov/>



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First, the CNP website changes. We talked about this last year in April at the State Update. Now a year later, it's finally happening.

The “old” resource library is no longer available. No need to worry though. All information has been moved to the “new” website. <https://cnp.doe.louisiana.gov/>. You should bookmark this page if you haven't done so already.

If you are accustomed to the “old” resource library section of the website and go to that page out of habit, you will see this screen as seen on the screen shot on the left. At this point, you will see a notice that the website will permanently cease operations as of 7/1/2026 and no longer provide content. It will direct you to the Child Nutrition Programs Resource Library.

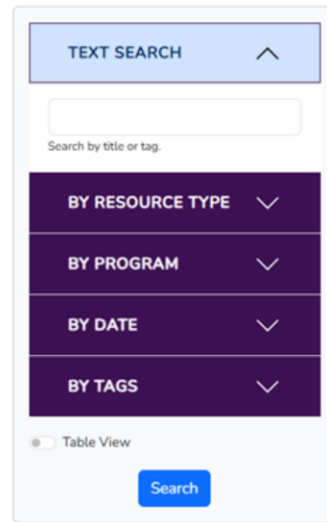
The screenshot on the left is the home page of the “new” website.

On the home page is where you will click on either Memos or Resources (whichever you are looking for) to get to the necessary memos and resources.

Resource Library

Improved Searchability

- By Title
- By Resource Type
- By Program
- By Date
- By Tags



The screenshot shows a search interface with a light blue header bar containing the text "TEXT SEARCH" and an upward-pointing arrow. Below this is a white search input field with the placeholder text "Search by title or tag." Underneath the input field is a vertical stack of four dark blue buttons, each with white text and a downward-pointing arrow: "BY RESOURCE TYPE", "BY PROGRAM", "BY DATE", and "BY TAGS". At the bottom of the interface is a toggle switch labeled "Table View" and a blue "Search" button.



One thing to note about the “new” resource library is the improved searchability. You can filter by resource type, program, date, tag or title to refine your search significantly and more readily pinpoint relevant resources.

Memo Changes

- Less memos will be sent out
- Information that does not require an official memo will be sent through an email blast
 - Direct Match files available
 - Upcoming trainings
- Formatting and style changes



**Nutrition
Support**

March SNAP and TANF loaded to
eScholar DirectMatch



Operations - Division of Nutrition Support

**Memo SFS-043 June 2026 Training
Schedule**



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Moving on to changes with memos.

In the coming weeks you will begin to see less memos being sent out. The reason being is that information that does not require an official memo will be sent through an email blast. For example, when direct match files are available you currently get a memo. This will change to an email blast. Another example, notification of upcoming trainings will come in an email rather than a memo.

You will also begin to notice changes in the formatting and style of the memos. We will no longer use the nutrition support logo that you see here on the left. It will now be on the official LDOE logo that you see on the right.

Forms and Resources

- Formatting and style changes
- The most current and updated forms will posted to CNP website
- Work in progress

Forms that have been updated:

Equipment Purchase/Capital Expenditure Pre-Approval Request Form

LDOE CNP Agreement Amendment Information Sheet Form

Noncompetitive Procurement Request Form



In addition to changes in memos, you will also begin seeing changes with forms and other resources.

You will also begin to notice changes in the formatting and style of the forms and resources. We are working on updating forms to have the official LDOE logo as well. We will have the most current and updated forms posted to the CNP website as they are completed. So the form that is posted on the CNP website is the most current and updated at that time. Please note that this is a work in progress, so it may take us to time to get all of the forms and resources updated.

LDOE CNP Agreement Amendment Information Sheet Form

LOUISIANA DEPARTMENT OF EDUCATION	
Operations – Division of Nutrition Support	
CNP Agreement Amendment Form	
State Use Only:	
Current Agreement #	Prior Agreement #
Program Designation ☐ School Food Authority (SFA only) ☐ SFA and Non-SFA Institutions	
Institution Info: MUST match information on WS documentation (include this if applicable)	
Institution Name	
Mailing Address	
Physical Address	
City, State, Zip + 4	
Parish / County	
Phone (+ area code)	IRS EIN SAM UEI
Head of the Organization (include Name and Title):	
Mailing Address	
City, State, Zip + 4	
Email Address	
Phone (+ area code)	Date of Birth
Previously Used Names	

Board Chair / Owner:	
Mailing Address	
City, State, Zip + 4	
Email Address	
Phone (+ area code)	Date of Birth
Previously Used Names	

THIS SECTION MUST BE COMPLETED

Authorized Representative (include name and title):

Mailing Address	
City, State, Zip + 4	
Institution Email	
Phone (+ area code)	Date of Birth
Previously Used Names	

Date Completed Printed Name and Title Signature

TO BE COMPLETED BY LDOE

Approved By Director, Division of Nutrition Support Date



Here is the updated LDOE CNP Agreement Amendment Information Sheet Form.

This is the form that is completed when there is a change in the superintendent, authorized representative, address, email, etc. changed.

Please note that you no longer need to mail the original form, you just need to email the form to childnutritionprograms@la.gov.

Previously the form was 1 page. It is now 2 pages.

Equipment Purchase/Capital Expenditure Pre-Approval Request Form



Division of Nutrition Support

Equipment Purchase/Capital Expenditure Pre-Approval Request

School Food Service Form

Equipment acquisitions of \$10,000 or more per item, that are not on the Louisiana pre-approved equipment list, require School Food Authorities (SFA) to obtain prior written approval from the State agency before incurring any associated cost. Capital expenditures for general purpose equipment, buildings (rent) may be allowable as direct costs, but only with the prior written approval of the Federal agency or pass through entity (2 CFR 200.439) and (2 CFR 200.459). To request prior written approval, complete the following information for submission to ChildNutritionPrograms@la.gov. The SFA will be notified in writing of the State agency decision.

School Food Authority: _____

Address: _____

Email: _____ Phone Number: _____

Equipment Description: _____

Estimated Per Unit Cost: _____ Quantity: _____

School/Other Site where equipment will be located: _____

Site Name: _____

Address: _____

Is the equipment requested above replacement equipment? ☐ YES ☐ NO

If no, explain the purpose of the new equipment:

Provide justification explaining why this equipment is reasonable, necessary, and allowable for the operation of School Food Service:

I Hereby Certify That:

- This equipment will be used only for the purpose of operation of the Child Nutrition Program.
- Funds currently available in the Child Nutrition Program account in the amount of \$ _____, as of (state) _____.
- The item(s) described above meet(s) the definition of equipment in 2 CFR 200.313.
- The SFA will fulfill the conditions for use and disposal of the property in accordance with 2 CFR 200.313.
- Procurement regulations in 2 CFR Part 200 Subpart D will be followed, including but not limited to ensuring:
 - Free and Open Competition
 - Compliance with written standards of conduct for procurement
 - Proper procurement procedures for informal and formal purchases are followed
- All supporting documentation will be maintained on file for review in accordance with program regulations, including documentation of the procurement process, written approval of the purchase(s) and receipt(s) for the equipment purchased.
- All information provided in this request for use of the non-profit School Food Service (SFS) account in the purchase of equipment is true and correct to the best of my knowledge.
- I understand that it is the institution/sponsor's responsibility to comply with all applicable Federal, State and local laws, regulations and/or policies regarding procurement, inventory, and disposal of items purchased with United States Department of Agriculture, Child Nutrition Program funds.
- I certify that if approved, I will provide the State agency with documentation demonstrating that equipment was purchased with SFS funds in accordance with regulations, upon request.

Signature of Authorized Representative: _____ Date: _____

STATE USE ONLY

APPROVAL EFFECTIVE DATE: _____

☐ FULL ☐ PARTIAL ☐ RENEWED

APPROVED BY: _____ DATE: _____

Director, Division of Nutrition Support



Here is the updated LDOE Equipment Purchase/Capital Expenditure Pre-Approval Request Form

Previously the form was 2 pages. The first page was the form and the second page was the pre approved equipment list. Now the form is the first 2 pages and the equipment list is the last 2 pages.

State agency (SA) will require building rental expenses to be submitted on the School Food Service Equipment Purchase/Capital Expenditure Pre-Approval Request Form. Effective School Year 26-27, all rental expenses must be pre-approved and assessed for allowability by the SA before they can be incurred by the Non-profit School Food Service Account (NPSFSA).

If you plan to assess rent for SY 26-27, please submit for approval with supporting documentation to childnutritionprograms@la.gov.

Noncompetitive Procurement Request Form

Sponsor Name: _____	<i>Did the sponsor use the State Contract, as one source, during solicitation?</i>				
Type of Noncompetitive Procurement: Describe the proposed noncompetitive procurement, in detail. What is the product/service? Why is this the only product/service or vendor that meets the sponsor's needs?	<i>If price approval is required for services or updates to existing equipment/software, explain and attach all supporting documentation related to the original purchase.</i>				
Provide an explanation and documented proof why the only option for this procurement is noncompetitive procurement. (Attach all supporting documentation.)	<i>Provide the cost/price analysis conducted in relation to this procurement.</i>				
	Certification: I hereby certify the information provided is correct, error free, and supports the submitted request to the best of my knowledge. I hereby certify that I am an Authorized Representative of the sponsor and am not a Consultant or Food Service Management Company employee. <table border="0"> <tr> <td data-bbox="723 697 886 728"> Name of Authorized Representative _____ </td> <td data-bbox="886 697 1032 728"> Title of Authorized Representative _____ </td> </tr> <tr> <td data-bbox="723 739 886 770"> Signature of Authorized Representative _____ </td> <td data-bbox="886 739 1032 770"> Date _____ </td> </tr> </table>	Name of Authorized Representative _____	Title of Authorized Representative _____	Signature of Authorized Representative _____	Date _____
Name of Authorized Representative _____	Title of Authorized Representative _____				
Signature of Authorized Representative _____	Date _____				



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Here is the updated LDOE Noncompetitive Procurement Request Form.
The only change made to this form was adding additional space to answer the questions.

So the form is now 4 pages.

The first page explains the types of noncompetitive procurement.

The second and third page are the pages the SFAs completes.

The fourth page is the official use only page that is completed by LDOE.

QUESTIONS

Contact LDOE Division of Nutrition Support
(225) 342-9661

ChildNutritionPrograms@LA.GOV

