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Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**  
Chris Reykdal, Superintendent

k12.wa.us

May 13, 2022



Action Required  
Informational

## BULLETIN NO. 029-22 Child Nutrition Services

**TO:** Educational Service District Superintendents  
School District Superintendents  
School District Business Managers  
School District Food Service Directors  
Private Schools

**FROM:** Chris Reykdal, Superintendent of Public Instruction

**RE:** Supply Chain Assistance Funds for Child Nutrition Programs

**CONTACT:** Hydie Kidd – Fiscal Supervisor, Child Nutrition Services  
360-725-6287, [hydie.kidd@k12.wa.us](mailto:hydie.kidd@k12.wa.us)

### PURPOSE/BACKGROUND

The United States Department of Agriculture (USDA) recently approved federal funding for Supply Chain Assistance (SCA) in Child Nutrition Programs. This funding is in response to unprecedented challenges in purchasing and receiving food that operators of USDA Meal Programs are experiencing. Washington state received \$18,223,217 to assist Local Education Agencies (LEAs) in meeting supply chain challenges.

Supply Chain Assistance funds must be used to purchase domestic, unprocessed, or minimally processed food products for the school meal programs. Labor, supplies, equipment, and administrative expenses are not allowable uses of the funds. Supply Chain Assistance funds must be deposited into the nonprofit school food service account and be fully obligated by September 30, 2023.

The Catalog of Federal Domestic Assistance (CFDA) number for this funding is 10.555.

### Supply Chain Assistance Funds Payment Details

- LEAs receiving funds must sign and return the attached attestation statement form by **June 1, 2022**.
- LEAs may decline Supply Chain Assistance Funds. Please email Hydie Kidd at [hydie.kidd@k12.wa.us](mailto:hydie.kidd@k12.wa.us) by June 1, 2022, if you wish to decline SCA funds.

- Payments are scheduled to be initiated in the Washington Integrated Nutrition System (WINS) in September 2022.
- Public School Districts, Tribal Compact Schools, and Charter Schools will receive this funding with school apportionment payments. The apportionment code for SCA funds is **6198-11**.
- Private schools and Residential Child Care Institutions will receive this funding through the Agency Financial Reporting System (AFRS).
- LEAs must keep purchasing records and other related records on file for review and audit purposes.

### Supply Chain Assistance Funds Calculations

OSPI Child Nutrition Services will use a USDA pre-determined formula to calculate LEA funding allocation. There are two components:

1. Base payment of \$5,000 to all eligible LEAs.
2. A proportional funding amount based on each LEA share of statewide student enrollment. October 2021 enrollment in schools normally operating the National School Lunch Program will be used.

The base payment is intended to ensure that the smallest LEAs receive a meaningful level of funding. The proportional amount is intended to provide resources that scale with the size of the student population served by the LEA.

### Allowable Use of Supply Chain Assistance Funds

Supply Chain Assistance funds must be used exclusively for the purchase of domestic food products that are unprocessed or minimally processed. Examples include:

- Fluid milk or other dairy foods such as cheese and yogurt
- Fruits and vegetables including 100% fruit juice
- Grain products such as pasta and rice
- Meat may be purchased provided it is minimally processed state; whole, pieces or ground meat
- Meat alternates such as legumes and beans
- Foods in a variety of minimal processing states; whole, cut, pureed or fresh, frozen, canned, or dried are allowable

Local Education Agencies must follow [Buy American requirements](#) when ensuring domesticity of food products using SCA funds. However, limited exceptions under the Buy American provision may not be used since all products must be domestic.

While there is no requirement to use SCA funds to purchase local foods, LEAs are encouraged to consider using SCA funds to purchase foods from local farmers. The release of funds is timed nicely to purchase seasonal Washington produce and other local products.

Additionally, SCA funds may be used for incidental costs in the purchasing process such as shipping, handling, or packaging that are normal customary costs charged by a vendor.

## **INFORMATION AND ASSISTANCE**

For questions regarding this bulletin, please contact Hydie Kidd – Fiscal Supervisor Child Nutrition Services, at 360–725–6287 or email [hydie.kidd@k12.wa.us](mailto:hydie.kidd@k12.wa.us). The OSPI TTY number is 360–664–3631.

This bulletin is also available on the [Bulletins](#) page of the OSPI website.

Tennille Jeffries-Simmons  
Chief of Staff

T.J. Kelly  
Assistant Superintendent  
Financial Resources

Leanne Eko, RD, SNS  
Executive Director  
Child Nutrition Services

CR:eo

Attachment 1: Attestation for use of Supply Chain Assistance (SCA) Funding

## Assurance of Civil Rights Compliance

The Sponsor hereby agrees that it will comply with: i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.); ii. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); iii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); iv. Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); v. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189); vi. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000); vii. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.); viii. Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3); ix. Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement. x. The USDA non-discrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the Sponsor agrees to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Sponsor, its successors, transferees and assignees as long as it receives assistance or retains possession of any assistance from USDA.

*OSPI provides equal access to all programs and services without discrimination based on sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal by a person with a disability. Questions and complaints of alleged discrimination should be directed to the Equity and Civil Rights Director at 360-725-6162/TTY: 360-664-3631; or P.O. Box 47200, Olympia, WA 98504-7200; or [equity@k12.wa.us](mailto:equity@k12.wa.us).*