

## Supply Chain Assistance – 3<sup>rd</sup> Round

### Overview

Throughout the pandemic, school food professionals have met extraordinary challenges to ensure every child can get the food they need to learn, grow, and thrive. But circumstances in local communities remain unpredictable, and supply chains for food and labor have been stressed and at times disrupted.

The USDA Food and Nutrition Service (FNS) has provided additional funding to state agencies to help alleviate some of the supply chain disruptions. The Vermont Agency of Education (AOE) is passing 100% of these funds on to Vermont School Food Authorities (SFAs). All SFAs currently operating the National School Lunch Program (NSLP)/School Breakfast Program (SBP), including the Seamless Summer Option (SSO) in SY22-23, are eligible for these funds.

Questions regarding Supply Chain Assistance funds may be directed to Shawna Coutu, Shawna.Coutu@vermont.gov.

### Action Needed to Receive Funds

The AOE has created a simplified application process for these funds within the [Grants Management System \(GMS\)](#). SFAs will need to complete the simplified application within the GMS by 4:30pm on Friday, December 16, 2022. As with all GMS applications, the application will need to be submitted by the SFA's authorized representative. All SFAs who submit the application will receive their allocation (see below) and may receive additional funds if some SFAs do not apply. Once the application is completed, funds will be released to the SFA by February 9, 2023. No reimbursement request needs to be submitted to release the funds.

### Acceptable Uses of Supply Chain Assistance (SCA) Funds

SCA Funds are for purchasing unprocessed and minimally processed domestic foods such as:

- Fluid milk, cheese, yogurt
- Fruits and vegetables (including 100% juices)
- Grain products (pastas, rice)
- Meats (whole, pieces, ground)
- Meat alternates (beans, legumes)

You may use these funds to purchase Vermont local foods to help with your local purchasing percentage for the Local Foods Incentive grant. Incidental costs (such as those related to shipping and handling or packaging) that are a part of the normal or customary purchase price charged by a vendor for any given food product are an allowable use of SCA funds.

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SCA Funds may only be used to support the service of NSLP/SBP meals and NSLP Afterschool Snacks. SCA Funds may not be used to support the service of Fresh Fruit and Vegetable Program (FFVP), Child and Adult Care Food Program (CACFP), the Special Milk Program and/or Summer Food Service Program (SFSP). Labor, supplies, and administrative costs are also all unallowable uses of funds.

## **Financial Management of SCA Funds**

SCA Funds must be deposited into the SFA's nonprofit school food service account (NSFSA). SCA Funds do not need to be tracked separately from other funds, including the first round of Supply Chain Assistance Finds, within the NSFSA. SFAs are required to maintain documentation supporting food purchases allowable under SCA purposes (i.e. unprocessed or minimally processed domestic food products) and equal in amount received, consistent with the regular program recordkeeping requirements. Tracking milk purchases is an easy way to ensure you are meeting these requirements.

All USDA, Federal, and State procurement regulations must be followed when using SCA Funds. All SFA's are required to maintain purchasing and other related records for review and audit purposes for at least 3 years plus the current year.

The Period of Performance for the 3<sup>rd</sup> Round of SCA Funds will be from the date the payment is received until the funds are used up.

- SCA Revenue Code: 4462
- SCA CFDA Number: 10.555

Oversight of these funds will occur during regularly scheduled Administrative Reviews. Documentation to be reviewed includes: Complete Procurement Documentation, Invoices, Vendor Payment Information, Revenue ledger, and Expenditure Ledger.

## **SFAs with Food Service Management Companies (FSMCs)**

In situations where an SFA has a FSMC, or a vended meal contract, the SFA may use SCA funds toward the payment of invoices associated with those agreements. However, it is incumbent on the SFA to ensure that such payments, over the period in which the award is used, include charges for minimally processed domestic foods at least equal to the amount of SCA funds used to pay the invoices.

SFAs will need to work with their FSMC/vendor to ensure that appropriate expenditures are being made and documented for foods meeting the requirements as specified in the terms and conditions of the award. In practice, SFAs are not required to collect documentation from their FSMC in advance of payment; however, there is an expectation that documentation will be available upon demand. Documentation should include invoices for minimally processed domestic foods purchase in support of the contract that are at least equal to SCA funds paid to the FSMC/vendor. In addition, SFAs retain the ability to purchase allowable food items outside of their food service management contract, as long as the contract permits such.

## Allocation Amounts- 3rd Round of SCA Funds

Each SFA accepting SCA Funds will be awarded with a \$5,000 base allocation. The remaining funds will be allocated based on enrollment information pulled from the October 2021 Site Enrollment report. Please see the table below:

SFA Name	SFA ID	Base Allocation	Enrollment	Enrollment Allocation	Total
Addison Central School District	U055	\$5,000.00	1652	\$11,080.33	\$16,080.33
Addison Northwest School District	U054	\$5,000.00	878	\$5,888.94	\$10,888.94
Barre Unified Union School District	U097	\$5,000.00	2463	\$16,519.89	\$21,519.89
Bennington-Rutland SU	S006	\$5,000.00	1081	\$7,250.51	\$12,250.51
Bishop John A. Marshall School	R722	\$5,000.00	156	\$1,046.33	\$6,046.33
Burlington School District	T037	\$5,000.00	3488	\$23,394.79	\$28,394.79
Burr and Burton Academy	P002	\$5,000.00	774	\$5,191.39	\$10,191.39
Caledonia Central SU	S009	\$5,000.00	1308	\$8,773.05	\$13,773.05
Central Vermont Supervisory Union	S068	\$5,000.00	1107	\$7,424.89	\$12,424.89
Champlain Valley Unified Union School District	U056	\$5,000.00	3897	\$26,138.04	\$31,138.04
Christ the King School	R881	\$5,000.00	179	\$1,200.59	\$6,200.59
Colchester Town School District	T050	\$5,000.00	2202	\$14,769.30	\$19,769.30
Essex North SU	S019	\$5,000.00	182	\$1,220.71	\$6,220.71
Essex Westford Educational Community Unified Union School Dist.	U051	\$5,000.00	3930	\$26,359.38	\$31,359.38
Franklin Northeast SU	S020	\$5,000.00	1883	\$12,629.70	\$17,629.70
Franklin West SU	S022	\$5,000.00	1716	\$11,509.59	\$16,509.59
Grace Christian School	R855	\$5,000.00	147	\$985.96	\$5,985.96
Grand Isle SU	S024	\$5,000.00	545	\$3,655.44	\$8,655.44
Greater Rutland County Supervisory Union	S066	\$5,000.00	1558	\$10,449.85	\$15,449.85
Hartford Town School District	T093	\$5,000.00	1425	\$9,557.79	\$14,557.79
Harwood Unified Union School District	U060	\$5,000.00	1860	\$12,475.43	\$17,475.43
Kingdom East Supervisory District	U064	\$5,000.00	1084	\$7,270.63	\$12,270.63
Lamoille North SU	S025	\$5,000.00	1758	\$11,791.30	\$16,791.30
Lamoille South Unified Union School District	U090	\$5,000.00	1799	\$12,066.29	\$17,066.29
Laraway School, Inc.	R111	\$5,000.00	29	\$194.51	\$5,194.51
Lyndon Institute	P003	\$5,000.00	438	\$2,937.76	\$7,937.76
Maple Run Unified School District	U057	\$5,000.00	2693	\$18,062.55	\$23,062.55
Mill River Unified Union School District	U052	\$5,000.00	799	\$5,359.07	\$10,359.07
Milton Town School District	T126	\$5,000.00	1532	\$10,275.46	\$15,275.46
Missisquoi Valley School District	U089	\$5,000.00	1800	\$12,073.00	\$17,073.00
Montpelier Roxbury Supervisory Union	U071	\$5,000.00	1187	\$7,961.47	\$12,961.47
Mount Mansfield Unified Union School District	U401	\$5,000.00	2440	\$16,365.62	\$21,365.62
Mt. Abraham Unified School District	U061	\$5,000.00	1300	\$8,719.39	\$13,719.39
New England Kurn Hattin Homes	R342	\$5,000.00	44	\$295.12	\$5,295.12

<b>SFA Name</b>	<b>SFA ID</b>	<b>Base Allocation</b>	<b>Enrollment</b>	<b>Enrollment Allocation</b>	<b>Total</b>
North Country SU	S031	\$5,000.00	2716	\$18,216.81	\$23,216.81
Northeastern Family Institute	R614	\$5,000.00	94	\$630.48	\$5,630.48
Norwich School District	T145	\$5,000.00	322	\$2,159.73	\$7,159.73
Orange East SU	S027	\$5,000.00	1524	\$10,221.81	\$15,221.81
Orange Southwest Unified Union School District	U059	\$5,000.00	993	\$6,660.27	\$11,660.27
Orleans Central SU	S034	\$5,000.00	1191	\$7,988.30	\$12,988.30
Orleans Southwest SU	S035	\$5,000.00	931	\$6,244.42	\$11,244.42
Rice Memorial High School	R152	\$5,000.00	396	\$2,656.06	\$7,656.06
Rivendell Interstate School District	U146	\$5,000.00	452	\$3,031.66	\$8,031.66
Rutland City School District	T173	\$5,000.00	2260	\$15,158.32	\$20,158.32
Rutland Northeast SU	S036	\$5,000.00	1438	\$9,644.98	\$14,644.98
Slate Valley Unified Union School District	U062	\$5,000.00	1233	\$8,270.00	\$13,270.00
South Burlington Town School District	T191	\$5,000.00	2525	\$16,935.73	\$21,935.73
Southwest Vermont SU	S005	\$5,000.00	3232	\$21,677.74	\$26,677.74
Springfield Town School District	T193	\$5,000.00	1125	\$7,545.62	\$12,545.62
St. Francis Xavier	R618	\$5,000.00	205	\$1,374.98	\$6,374.98
St. Johnsbury Academy	P004	\$5,000.00	920	\$6,170.64	\$11,170.64
St. Johnsbury Town School District	T179	\$5,000.00	608	\$4,077.99	\$9,077.99
The Compass School	R820	\$5,000.00	73	\$489.63	\$5,489.63
The Village School of North Bennington	R053	\$5,000.00	144	\$965.84	\$5,965.84
Thetford Academy	P005	\$5,000.00	306	\$2,052.41	\$7,052.41
Two Rivers SU	S063	\$5,000.00	892	\$5,982.84	\$10,982.84
United Christian Academy	R594	\$5,000.00	59	\$395.73	\$5,395.73
Vermont Achievement Center	R186	\$5,000.00	36	\$241.46	\$5,241.46
Washington Central Unified Union School District	U092	\$5,000.00	1524	\$10,221.81	\$15,221.81
Washington County Mental Health Services Inc.	R528	\$5,000.00	45	\$301.82	\$5,301.82
White River Valley Supervisory Union	S030	\$5,000.00	1241	\$8,323.66	\$13,323.66
Windham Central SU	S046	\$5,000.00	730	\$4,896.27	\$9,896.27
Windham Northeast SU	S047	\$5,000.00	1058	\$7,096.24	\$12,096.24
Windham Southeast SU	S048	\$5,000.00	2529	\$16,962.56	\$21,962.56
Windham Southwest SU	S049	\$5,000.00	561	\$3,762.75	\$8,762.75
Windsor Central SU	S051	\$5,000.00	1053	\$7,062.70	\$12,062.70
Windsor County Youth Services	R496	\$5,000.00	5	\$33.54	\$5,033.54