



BREAKforaPLATE.com

USDA Summer Food Service Program

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Click on the link below to access the recorded training:

<https://alsde.webex.com/alsde/lr.php?RCID=6df5dbe532464b1b92105fba026b9265>

Virtual  
Area Meetings  
presented by  
ALSDE  
Child Nutrition Programs

TIME	TOPIC	PRESENTER
1:00 – 1:05	Log In and Housekeeping	Robbie Scott
1:05 – 1:10	Greetings from Area 1 SA Staff Member	Area Staff Member
1:10 – 1:20	Food Distribution News	Brantley Tucker
1:20 – 1:40	Updates and Reminders from SFSP	Danielle Turk
1:40 – 2:00	Guidance from NSLP <ul style="list-style-type: none"><li>• Planning for Summer; 2012 Meal Pattern; FFVP Update</li><li>• Conference and Training</li><li>• Wellness Policy Reminders</li></ul>	Chad Langston Robbie Scott Julie Autrey
2:00 – 2:30	Questions and Answers/Wrap Up	Area Staff Member



# SFSP ONLINE BUDGETS AND LEA TRIAL BALANCE SHEET

- Items reported on the balance sheet need to match online budget.
- Online budget has very few line items so amounts would have to be combined and entered in “**other**” category on operational and administrative page.
- Use the balance sheet to match the budget and keep the budget more than the amount reported in balance sheet.
- Why? Online budget is a projection of expenses not an exact.

# Example

Sum of amounts between the tan highlights:  
**\$26,892.43 food costs for 2021**  
**\$90,980.24 food costs for 2020**

Run Date: 12/14/2020 06:45PM  
 Run Time: 06:45PM

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 GLBARP

THRU FISCAL YEAR-PERIOD-MONTH: 2021-3-December

Description	2020 BUDGET	2020 ACTUAL	2021 BUDGET	2021 YTD ACT	2021 YTD ENG	% OF BUD	VAR
CHILD NUTRITION, STATE RETIREMENT	0.00	1,580.20	0.00	1,941.69	0.00	0.00	-1,941.69
CHILD NUTRITION, STATE RETIREMENT	0.00	2,643.86	0.00	2,466.37	0.00	0.00	-2,466.37
CHILD NUTRITION, STATE RETIREMENT	0.00	2,195.12	0.00	1,818.15	0.00	0.00	-1,818.15
CHILD NUTRITION, STATE RETIREMENT	0.00	1,583.51	0.00	2,124.88	0.00	0.00	-2,124.88
CHILD NUTRITION, STATE RETIREMENT	0.00	2,278.00	0.00	2,266.66	0.00	0.00	-2,266.66
CHILD NUTRITION, STATE RETIREMENT	0.00	1,013.45	0.00	1,341.92	0.00	0.00	-1,341.92
CHILD NUTRITION, SOCIAL SECURITY	0.00	673.72	0.00	918.77	0.00	0.00	-918.77
CHILD NUTRITION, SOCIAL SECURITY	0.00	1,220.52	0.00	1,124.55	0.00	0.00	-1,124.55
CHILD NUTRITION, SOCIAL SECURITY	0.00	965.39	0.00	810.33	0.00	0.00	-810.33
CHILD NUTRITION, SOCIAL SECURITY	0.00	698.53	0.00	972.09	0.00	0.00	-972.09
CHILD NUTRITION, SOCIAL SECURITY	0.00	995.01	0.00	1,024.07	0.00	0.00	-1,024.07
CHILD NUTRITION, SOCIAL SECURITY	0.00	878.90	0.00	915.19	0.00	0.00	-915.19
CHILD NUTRITION, FEDERAL MEDICARE	0.00	157.57	0.00	214.87	0.00	0.00	-214.87
CHILD NUTRITION, FEDERAL MEDICARE	0.00	285.44	0.00	263.00	0.00	0.00	-263.00
CHILD NUTRITION, FEDERAL MEDICARE	0.00	225.76	0.00	189.53	0.00	0.00	-189.53
CHILD NUTRITION, FEDERAL MEDICARE	0.00	163.38	0.00	227.34	0.00	0.00	-227.34
CHILD NUTRITION, FEDERAL MEDICARE	0.00	232.70	0.00	239.53	0.00	0.00	-239.53
CHILD NUTRITION, FEDERAL MEDICARE	0.00	158.77	0.00	214.02	0.00	0.00	-214.02
CHILD NUTRITION, ST UNEMP COMP INS	0.00	7.75	0.00	14.72	0.00	0.00	-14.72
CHILD NUTRITION, ST UNEMP COMP INS	0.00	13.14	0.00	18.61	0.00	0.00	-18.61
CHILD NUTRITION, ST UNEMP COMP INS	0.00	10.61	0.00	13.31	0.00	0.00	-13.31
CHILD NUTRITION, ST UNEMP COMP INS	0.00	7.66	0.00	15.51	0.00	0.00	-15.51
CHILD NUTRITION, ST UNEMP COMP INS	0.00	11.18	0.00	16.96	0.00	0.00	-16.96
CHILD NUTRITION, ST UNEMP COMP INS	0.00	6.94	0.00	13.90	0.00	0.00	-13.90
CHILD NUTRITION, FOOD SERVICES	0.00	0.00	0.00	0.00	1,428.00	0.00	-1,428.00
CHILD NUTRITION, PURCHASED FOOD	0.00	10,169.18	20,000.00	2,455.52	0.00	12.28	17,544.48
CHILD NUTRITION, PURCHASED FOOD	0.00	0.00	0.00	40.86	0.00	0.00	-40.86

Jan 2021 - Dec 2021 ZZZ Demo SafetyNet Sponsor Unsubmit

Agreement No : ZZZ-0000 Revision Number

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Page 2: Estimated Administrative Budget

		\$ 0	
2.		Prior Year Budget	Proposed
	Administrative Salaries		0
	*Rent or Office Space		0
	*Utilities		0
	Office Supplies		0
	*Audit Fees		0
	Transportation Rental		0
	Transportation Mileage		0
	Telephone		0
	Postage		0
	*Indirect Cost		0
	Other (Specify)		0
	<b>Total Administrative Budget</b>		0

Comments

If the total exceeds the amount in the heading, please explain.

I understand that by budgeting any of the line items indicated with an asterisk(\*), I will submit additional documentation as needed.  
 Rent or office space - Rental/lease agreement.  
 Utilities - Power study from local utility co.  
 Indirect cost - Indirect cost plan.  
 Audit fees - Letter from accounting firm.

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Page 3: Estimated Operational Budget

		\$ 0	
3.		Prior Year Budget	Proposed
	Total Estimated Food		0
	Kitchen and Site Labor	0	3
	Non-Food Supplies		0
	*Utilities		0
	*Kitchen or Truck Rental		0
	*Equipment Rental		0
	Other Service Expense (Specify)		0
	<b>Total Operational Budget</b>	0	3

Comments

If the total exceeds the amount in the heading, please explain.

I understand that by budgeting any of the line items indicated with an asterisk(\*), I will submit additional documentation as needed.  
 Utilities - Power study from local utility co.  
 Kitchen or truck rental - Rental agreement.  
 Equipment rental - Rental agreement.

Save

# Site Data and Claims

A brief overview of how our site data and claims system works.

1. Site data submitted with no comment then site data will go straight to comptroller to be paid
2. If you put in comments, then site data comes to a program staff for approval then accounting approval then to comptroller.

Each program has its own site data to complete. Filing more than one site data in the same month will result in site data to be held in combined claims mode.

If you don't have a claim to combine the system might think you do if you have calendar dates in any program it holds it here.

To make sure your site data went to comptroller check by going to Claims, Online Claim, select month. If you see this at the far right bottom then it has gone to claim.

	Max Meals= 830	Max Meals= 0	Max Meals= 830	Max Meals= 0	Max Meals= 0
Highest Daily No. Children Served	428	0	428	0	0
First Meals Served	6182	0	6182	0	0
Seconds Meals Served	0	0	0	0	0

Estimated Earnings = Admin Earnings [3894.6500] + Program Earnings [38019.3000] =

Comments: Multiple days of meals served,

Successfully Validated

Warnings:

- Warning # 2: Breakfast - No of First Meals Served exceeds the Maximum Breakfast Meals.
- Warning # 4: Lunch - No of First Meals Served exceeds the Maximum al Meals.

Signed Date:

Submit Date:

**You Cannot Submit this Claim because of the following reasons**

The Sponsor already has an unprocessed Claim for the month selected.  
A Claim has already been submitted for the latest Approved Site Data Revision(s)

Period covered by this claim: From: 01/05/2021 To: 01/29/2021

Days Served and Enrollment	Days Served	Breakfast	AM Snack	Lunch	PM Snack	Supper	Total
Approved Level of Meal service	300	0	0	0	0	0	0
Highest Daily No. Children Served	428	0	0	179	0	0	428
First Meals Served (Includes First Meals)	4251	0	0	2629	0	0	6880
Seconds Meals Served	0	0	0	0	0	0	0

Comments:

I certify that, to the best of my knowledge, this report and claim for reimbursement is true, correct, and executed according to the terms of agreement, that payment has not been received and that records are available to support the claim. I understand that this information is being given in connection with the receipt of Federal funds and that misrepresentation may subject me to prosecution under applicable State and Federal criminal statutes.

Approved and Submitted Electronically

Authorized Signatory:  Submission by:  (Turk)

Signature:  Submit Date:

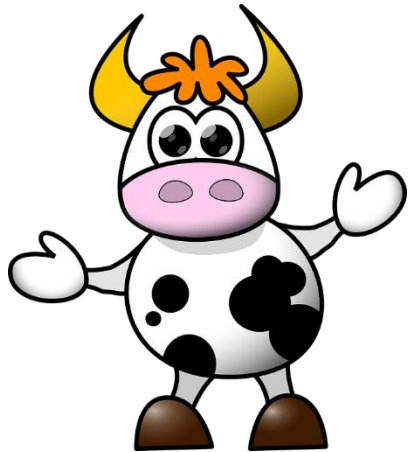
**You Cannot Submit this Claim because of the following reasons**

NSLP Error:  
The Sponsor does not have an Approved Site Data Sheet

## IMPORTANT:

If the error has occurred in combined claims and you didn't operate the program you need to:

1. Do a revision and remove dates from the program that is giving the error
2. You still must go to Claims, online claim, select month, and submit.



### WHY?

The online takes the site data to combined claims and when you revise a program facility or site document application it removes the error but the site data it took to combined claims has to be pushed through.

## Things to Remember!!

1. Two meals per day can be sent home with each child for up to 7 days.
2. SFSP meals can be served when school is out for holidays.
3. Remember use tally sheets or POS system when serving SFSP meals.
4. OVS is allowed for SFSP meals. SFSP OVS differs from NSLP OVS.
5. SFSP meal pattern is different from NSLP meal pattern. SFA can use either meal pattern in SFSP.

