POTENTIAL NEW SPONSOR VIRTUAL WORKSHOP APRIL 1, 2021
Click on the link below to access the recorded training:

https://alsde.webex.com/alsde/lr.php?RCID=07bc9b888b904a958d07ebee9e2937bf
NATIONAL SCHOOL LUNCH PROGRAM
**Letter of Intent to Participate**

- **Please address to:**
  - Alabama Department of Education
  - Mrs. Angelice Lowe, Interim Program Coordinator
  - Child Nutrition Programs
  - 5301 Gordon Persons Building
  - P.O. Box 302101
  - Montgomery, AL  36130-2101

- **Letter can be email to:**
  - Sharon Allison: sallison@alsde.edu
STAARS Vendor Self Service (VSS)

- Register and activate your account at: [https://procurement.staars.alabama.gov/](https://procurement.staars.alabama.gov/). If you need assistance concerning this new process, contact the STAARS Support Desk ([staars.support@finance.alabama.gov](mailto:staars.support@finance.alabama.gov)). STAARS Support Desk phone number is 334-353-9000.

- When registration is completed, print and fax, or email your STAARS Business Information Page and the Substitute W-9 Certification Form to:
  
  School Programs- National School Lunch Program: Email: [sallison@alsde.edu](mailto:sallison@alsde.edu) or Fax: 334-694-4955.

  - You must complete this process with the STARRS Vendor Self Service Portal to receive your NSLP reimbursement claim.
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Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

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Questions