

Dear Authorized Representative and Food service Directors:

This information was emailed to the Authorized Representative and the Food Service Director. If you desire additional staff members to receive the monthly emails please send me their contact information and I will add them to the distribution list. Sincerely, Patti Harding, Administrative Consultant, School Nutrition Programs.

### **State Reimbursement Payment Process**

Effective with School Year 2015-2016, the payout of state meal reimbursement has changed. Please note that there is no change to the federal meal reimbursement process. State reimbursement will no longer be paid on a monthly basis and limited to meals claimed in July through February. We will now pay state reimbursement four times a year and include the months of July - May. Below is the payment schedule:

<b>Processing Month</b>	<b>Includes claimed meals served in these months</b>	<b>Claim submission deadline to be processed</b>
November	July, August, September	November-15
January	October, November, December	January-15
March	January, February	March-15
June	March, April, May	June-15

**It is essential that you submit claims in a timely manner or risk not receiving state reimbursement for meals served. Once the state payment for the particular months has occurred it will not be repeated.** If a district/nonpublic school/RCCI submits the December claim before the January state payment process takes place it will be included and will receive state reimbursement. **If the December claim is not submitted until after January 15th, the process would have already been completed so the district/nonpublic school/RCCI will not receive state reimbursement for the meals served in December.** Federal reimbursement will continue to be paid on a monthly basis and the current USDA submission requirements (within 60 days of the claim month for an original claim) remain the same. Please contact Patti Harding at [patti.harding@iowa.gov](mailto:patti.harding@iowa.gov) or Joyce Sabel at [joyce.sabel@iowa.gov](mailto:joyce.sabel@iowa.gov) if you desire assistance.

### **USDA memos**

#### **SP01 2016 - Procuring Local Meat, Poultry, Game, and Eggs for Child Nutrition Programs**

USDA has received a number of questions related to buying local meat, poultry, game, and eggs; this memorandum seeks to clarify the regulatory requirements related to food safety and answer specific questions related to these products with a series of questions and answers. Please review the USDA memo posted at [School – Monthly Memos and Updates](#).

### **HealthierUS School Challenge: Smarter Lunchrooms (HUSSC: SL) initiative!**

[Receive Recognition for Your Wellness Efforts: Navigating the HealthierUS School Challenge: Smarter Lunchrooms Initiative](#)

Does your school promote health and wellness for your students? Get recognized and receive funding for your efforts by applying for the HealthierUS School Challenge: Smarter Lunchrooms (HUSC: SL) initiative! Join Action for Healthy Kids and the United States Department of Agriculture on this webinar to learn more about how your school or district can become recognized. [Register today!](#)

Wednesday, November 18, 2015

2:00-3:00PM CT

**Farm 2 School Census**

The preliminary results from the 2015 USDA Farm to School Census are now online at [farmtoschoolcensus.fns.usda.gov](http://farmtoschoolcensus.fns.usda.gov).

For some school districts, the information USDA has is incomplete. Please check your school district's record at [farmtoschoolcensus.fns.usda.gov](http://farmtoschoolcensus.fns.usda.gov) and submit any changes using the corrections form at the bottom of your school districts webpage or email Matt Benson at [matthew.benson@fns.usda.gov](mailto:matthew.benson@fns.usda.gov). To find your school, start at [farmtoschoolcensus.fns.usda.gov](http://farmtoschoolcensus.fns.usda.gov) and then use the search boxes in middle of the webpage to find your district.

If you do NOT see your school district, USDA is accepting additional submissions until November 20, 2015. Simply email Matt Benson at [matthew.benson@fns.usda.gov](mailto:matthew.benson@fns.usda.gov) and let him that you would like to complete the 2015 Farm to School Census.

**Nondiscrimination Statement**

USDA has updated the Nondiscrimination Statement. Please review the school's printed material, electronic documents and web pages. The full statement may be in a smaller font than the text of a large or medium size document; the spacing must be the same and it must be readable; and the full statement must be used. However if only using the one equal opportunity sentence it must be the same size as the message. The current statement is posted on the Bureau's web page [School – Monthly Memos and Updates](#).