

IOWA SCHOOL MEAL PROGRAMS: FINANCIAL REPORT

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BUREAU OF NUTRITION AND HEALTH SERVICES

WEBINAR

MAY 6, 2015

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Questions and Answers

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ENTER QUESTION HERE

Q&A

Please input your question...

Send Anonymously

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What is the purpose of this report?

- Provide SFA/SA with a summary of program finances for one school year
 - Improve SFA's ability to evaluate program viability
 - Improve SA's ability to provide technical assistance
 - Support the new Administrative Review process
 - Off-site Assessment
 - Resource Management Comprehensive Review
 - Encourage communication between Foodservice Director, Business Managers
- ** Not an auditing procedure

When will report this be available?

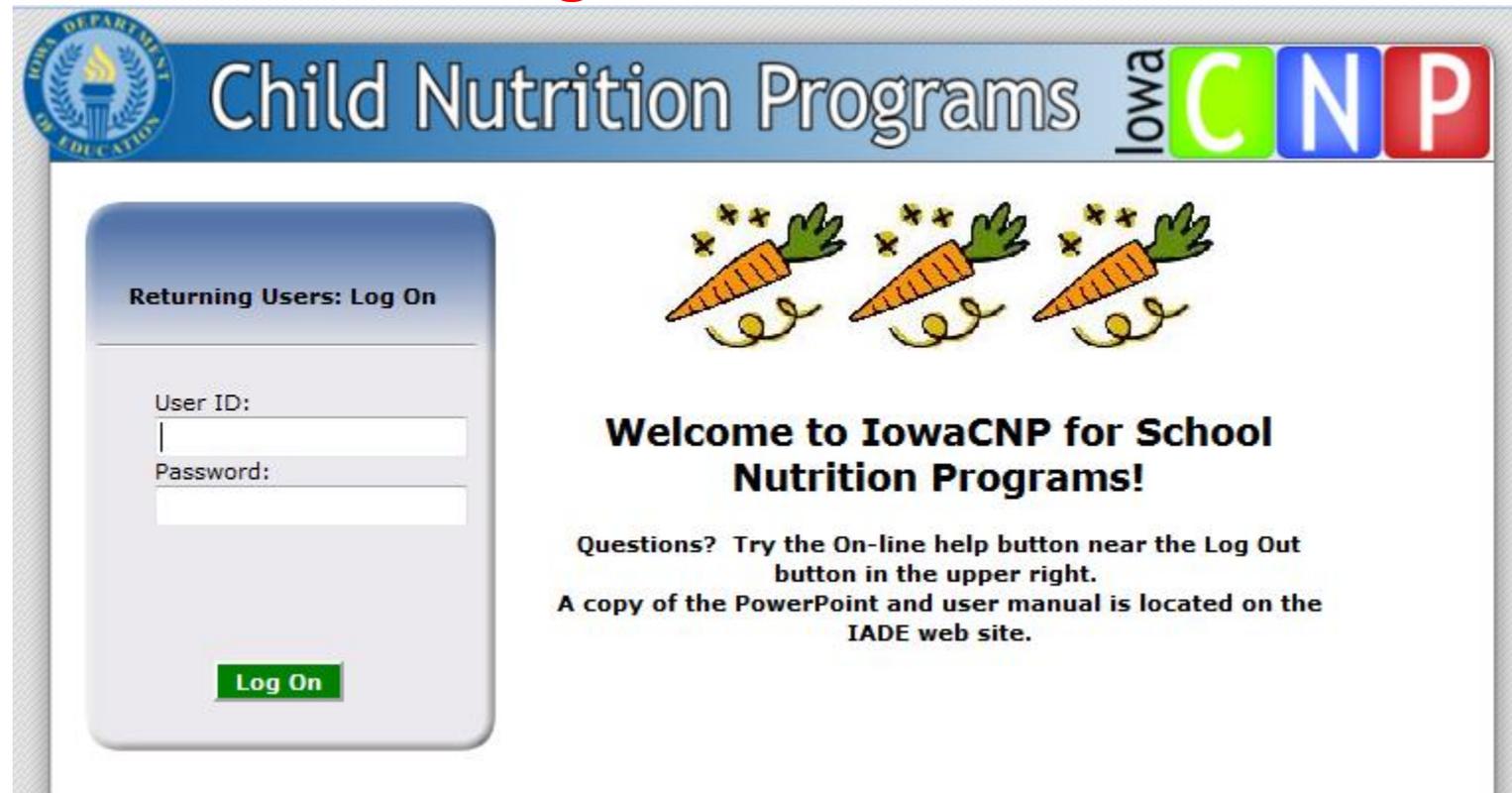
School years 12-13 and 13-14 available on IowaCNP now!

- **Preliminary Report** released every October
- **Final Report** released every March

** This report is **NOT** something SFAs are required to submit
(We already have all the data we need)

How do I access the report?

Log in to IowaCNP



The screenshot shows the IowaCNP login interface. At the top left is the Iowa Department of Education logo. The main header reads "Child Nutrition Programs" followed by the "IowaCNP" logo. On the left is a login box for returning users with fields for "User ID:" and "Password:" and a "Log On" button. The center features three cartoon carrots and a "Welcome to IowaCNP for School Nutrition Programs!" message. Below the welcome message is a note about help resources: "Questions? Try the On-line help button near the Log Out button in the upper right. A copy of the PowerPoint and user manual is located on the IADE web site."

Returning Users: Log On

User ID:

Password:

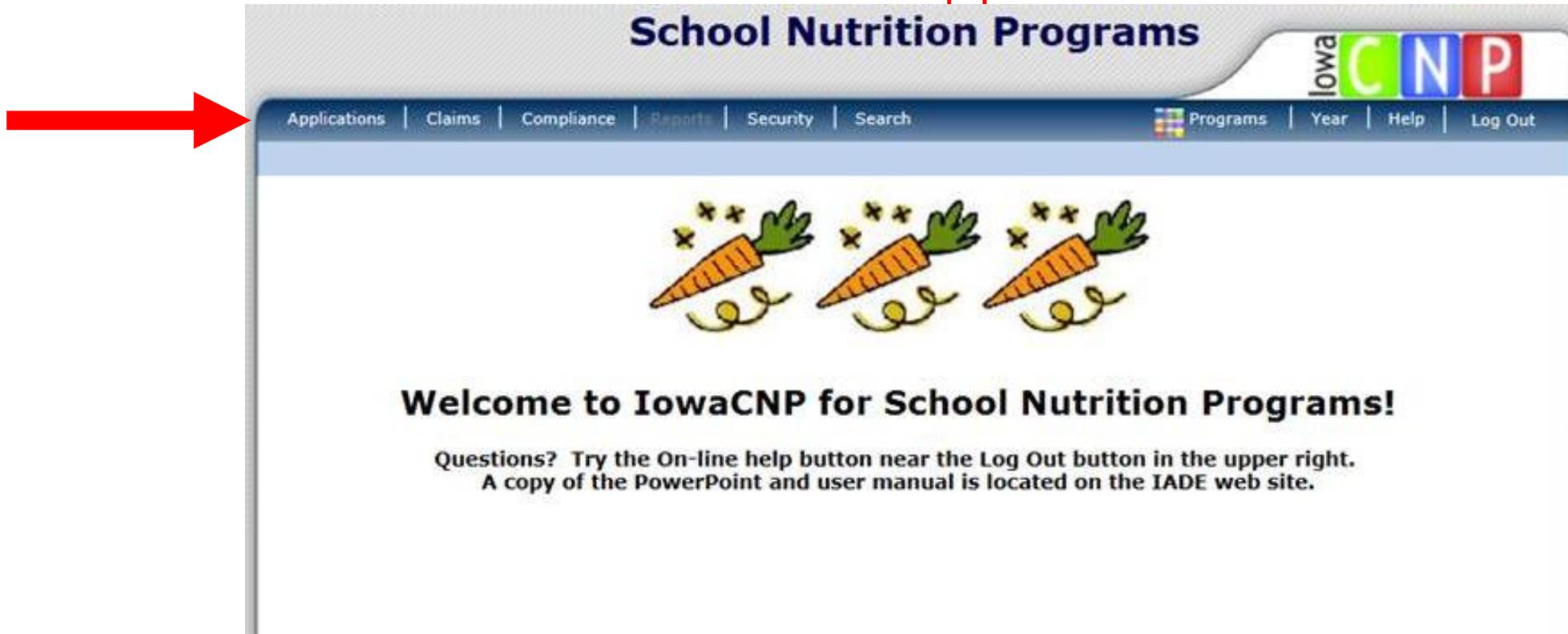
Log On

Welcome to IowaCNP for School Nutrition Programs!

Questions? Try the On-line help button near the Log Out button in the upper right.
A copy of the PowerPoint and user manual is located on the IADE web site.

How do I access the report?

Look under Applications



The screenshot shows the web application interface for IowaCNP for School Nutrition Programs. The title bar at the top reads "School Nutrition Programs" and "IowaCNP". The navigation menu includes "Applications", "Claims", "Compliance", "Reports", "Security", and "Search". On the right side of the navigation bar, there are links for "Programs", "Year", "Help", and "Log Out". The main content area features three cartoon carrots with green leaves and small yellow crosses above them. Below the carrots, the text reads: "Welcome to IowaCNP for School Nutrition Programs!" and "Questions? Try the On-line help button near the Log Out button in the upper right. A copy of the PowerPoint and user manual is located on the IADE web site." A red arrow points to the "Applications" menu item in the navigation bar.

How do I access the report?

Select Financial Report



The screenshot shows the Iowa School Nutrition Programs (CNP) website. The navigation bar includes links for Applications, Claims, Compliance, Reports, Security, Search, Programs, Year, Help, and Log Out. The current page is 'Applications >' for the 'School Year: 2014 - 2015'. A table lists various reports, with a red arrow pointing to the 'Financial Report' row.

Item	Description
Application Packet	Applications Forms (Organization and Site)
Verification Report	Mandatory Annual Verification Report
Food Safety Inspections	Number of Food Safety Inspections by Site
Financial Report	School Food Annual Revenues and Expenditures Report
Site Enrollment	Site Enrollment and Eligibility
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading

How do I access the report?

Select School Year

School Nutrition Programs

lowa **CNP**

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Financial Report > School Year: 2014 - 2015

**School Nutrition Program
Financial Report List**

33300000 Status: Active
Keota Comm School District
DBA:
400 N Ellis St
Keota, IA 52248
Type of Agency: Educational Institution
Type of SNP Organization: Public

Action	School Year	Available Dates	Received Date	Status
View Admin	2015 - 2016			
View Modify	2014 - 2015	07/01/2014 - 04/15/2015		
View Modify	2013 - 2014	04/02/2013 - 04/02/2015		



What's on the report?

Data

- Costs
- Revenue
- Meals Served
- Fresh Fruit and Vegetable Program
- Iowa USDA Foods

Calculations

- Operating Ratios
- Meal Costs
- Nonprogram Food Revenue Tool
- Three Month Operating Balance
- Meals per Labor Hour

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Where does the data come from?

Public Schools

- IowaCNP Claims
- Iowa USDA Foods
- IADE Certified Annual Report (CAR)

Nonpublic Schools

- IowaCNP Claims
- Iowa USDA Foods
- Manual entry on IowaCNP

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Where does the data come from?

Nonpublic Schools: Click Calculate to Start

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Programs | Year | Help | Log Out

Applications > Financial Report > Financial Report >

VIEW | MODIFY

**School Nutrition Program
2014 - 2015 Financial Report**

Status: Active

DBA:

Type of Agency: Educational Institution
Type of SNP Organization:

No data available.

Calculate Cancel

Where does the data come from?

Nonpublic Schools: Enter Information

COSTS		<input type="text" value="\$0.00"/>
FOOD COSTS:		\$0.00
Food Costs <i>(Paid by School Meal Program Funding Sources)</i>		\$0.00
Program Food Costs	<input type="text" value="\$0.00"/>	
NSLP Food Costs	\$0.00	
SBP Food Costs	\$0.00	
Snack Food Costs	\$0.00	
Summer Food Costs	\$0.00	
Nonprogram Food Costs	<input type="text" value="\$0.00"/>	
USDA Foods Costs <i>(Total PAL Spent)</i>	<input type="text" value="\$0.00"/>	
Food Costs <i>(Paid by Other Funding Sources)</i>	<input type="text" value="\$0.00"/>	
SALARIES AND BENEFITS COSTS:		\$0.00
Salary and Benefits <i>(Paid by School Meal Program Funding Sources)</i>	<input type="text" value="\$0.00"/>	
NSLP Salaries and Benefits	\$0.00	
SBP Salaries and Benefits	\$0.00	
Snack Salaries and Benefits	\$0.00	



Where does the data come from?

Nonpublic Schools: Click Calculate to Finish

MEALS PER LABOR HOUR		0.00
Total Meal Equivalents		13,418.00
Lunch Meal Equivalents	13,418.00	
Breakfast Meal Equivalents	0.00	
Snack Meal Equivalents	0.00	
Non Reimbursable Meal Equivalents	0.00	
Summer Meal Equivalents	0.00	
Total Hours Worked		
Total Hours Worked		<input type="text" value="0"/>

 **Calculate**

Where can I find the webinar recording?

Go to → www.educateiowa.gov

Then → Nutrition Programs

Then → Iowa School Meal Program Financial Report Webinar

Direct Link:

<https://www.educateiowa.gov/pk-12/nutrition-programs/quick-links-nutrition/learning-tools-nutrition/iowa-school-meal-programs>

FINANCIAL SUMMARY REPORT

Questions?

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