

**July 6, 2016**

Dear Authorized Representative and Food Service Director:

This notice is sent to the Authorized Representative and the Food Service Director in separate emails. 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. Please contact me at [patti.harding@iowa.gov](mailto:patti.harding@iowa.gov) if you have additional questions or desire assistance.

**IOWA APPLICATION - Approval and Direct Certification – FY17 TRAINING**

Iowa has transitioned to an application format similar to USDA's application. A webinar is planned on **July 14, 2016, from 9:00-11:30AM and repeated again on July 27, 2016, from 1:00-3:30PM**. This training will cover the Iowa Application, Direct Certification, ELookUp, *hawk-i*, and an introduction to the Verification process. This webinar will be recorded so that you can view the materials at a later date if you have a conflict on July 14 and 27. Please register for one of the webinars on the DE web site. To register for the July 14 webinar click [here](#) and for the July 27 webinar click [here](#).

If you have any problems in registering or have further questions, contact Janelle Loney at [Janelle.Loney@iowa.gov](mailto:Janelle.Loney@iowa.gov) or 515-281-5356. Participants that register will receive a required link to join the webinar prior to the webinar. **Registrations will be accepted until 4:00PM the day prior to the webinar.**

**Public Media Release- New for FY17**

All public and non-public SFAs are **required to notify the public** that free and reduced price meals and free milk (if applicable) are available. No public announcement is required for Residential Child Care Institutions. The Public Media Release should be provided to your local news media, unemployment office and to any major employers who are contemplating large layoffs. **The State agency will no longer send it to The Link for distribution.** The Public Media Release is posted in the Download Forms section of the IowaCNP (NSLP176) and under Monthly Memos and Updates – Schools, click [here](#). To request a copy of the Public Media Release email Patti Harding at [Patti.Harding@iowa.gov](mailto:Patti.Harding@iowa.gov).

**IMPORTANT: IowaCNP - FY17 for School Meal Programs NOW available**

The 2016-17 Application Packet on IowaCNP for School Meal Programs is available for you to update and submit for approval. Please submit by August 5, 2016. Contact your consultant or Patti Harding at [Patti.Harding@iowa.gov](mailto:Patti.Harding@iowa.gov) if you have questions or desire assistance.