

**Issue Date:** February 9, 2024

## **Supply Chain Assistance (SCA) Funds**

### **4<sup>th</sup> Round Guidance**

#### **Overview**

Throughout the pandemic, school food professionals have met extraordinary challenges to ensure every child can get the food they need to learn, grow, and thrive. But circumstances in local communities remain unpredictable, and supply chains for food and labor have been stressed and at times disrupted.

The USDA Food and Nutrition Service (FNS) has provided additional funding to state agencies to help alleviate some of the supply chain disruptions. The Vermont Agency of Education (AOE) is passing 100% of these funds on to Vermont School Food Authorities (SFAs). All SFAs currently operating the National School Lunch Program (NSLP)/School Breakfast Program (SBP), including the Seamless Summer Option (SSO) in SY22-23, are eligible for these funds.

Questions regarding Supply Chain Assistance funds may be directed to Shawna Coutu, [Shawna.Coutu@vermont.gov](mailto:Shawna.Coutu@vermont.gov).

#### **Action Needed to Receive Funds**

SFAs who received 3<sup>rd</sup> round SCA funding will automatically receive 4<sup>th</sup> round funding, with no additional action needed!

#### **Acceptable Uses of Supply Chain Assistance (SCA) Funds**

SCA Funds are for purchasing unprocessed and minimally processed domestic foods such as:

- Fluid milk, cheese, yogurt
- Fruits and vegetables (including 100% juices)
- Grain products (pastas, rice)
- Meats (whole, pieces, ground)
- Meat alternates (beans, legumes)

You may use these funds to purchase Vermont local foods to help with your local purchasing percentage for the Local Foods Incentive grant.



Incidental costs (such as those related to shipping and handling or packaging) that are a part of the normal or customary purchase price charged by a vendor for any given food product are an allowable use of SCA funds.

SCA Funds may only be used to support the service of NSLP/SBP meals and NSLP Afterschool Snacks. SCA Funds may not be used to support the service of Fresh Fruit and Vegetable Program (FFVP), Child and Adult Care Food Program (CACFP), the Special Milk Program and/or Summer Food Service Program (SFSP). Labor, supplies, and administrative costs are also all unallowable uses of funds.

## **Financial Management of SCA Funds**

SCA Funds must be deposited into the SFA's nonprofit school food service account (NSFSA). SCA Funds do not need to be tracked separately from other funds, including the first round of Supply Chain Assistance Funds, within the NSFSA. SFAs are required to maintain documentation supporting food purchases allowable under SCA purposes (i.e. unprocessed or minimally processed domestic food products) and equal in amount received, consistent with the regular program recordkeeping requirements. Tracking milk purchases is an easy way to ensure you are meeting these requirements.

All USDA, Federal, and State procurement regulations must be followed when using SCA Funds. All SFA's are required to maintain purchasing and other related records for review and audit purposes for at least 3 years plus the current year.

The Period of Performance for the 4<sup>th</sup> Round of SCA Funds will be from the date the payment is received until the funds are used up.

- SCA Revenue Code: **4462**
- SCA CFDA Number: **10.555**

Oversight of these funds will occur during regularly scheduled Administrative Reviews. Documentation to be reviewed includes: Complete Procurement Documentation, Invoices, Vendor Payment Information, Revenue ledger, and Expenditure Ledger.

## **SFAs who contract with Food Service Management Companies (FSMCs)**

In situations where an SFA has a FSMC, or a vended meal contract, the SFA may use SCA funds toward the payment of invoices associated with those agreements. However, it is incumbent on the SFA to ensure that such payments, over the period in which the award is used, include charges for minimally processed domestic foods at least equal to the amount of SCA funds used to pay the invoices.

SFAs will need to work with their FSMC/vendor to ensure that appropriate expenditures are being made and documented for foods meeting the requirements as specified in the

terms and conditions of the award. In practice, SFAS are not required to collect documentation from their FSMC in advance of payment; however, there is an expectation that documentation will be available upon demand. Documentation should include invoices for minimally processed domestic foods purchase in support of the contract that are at least equal to SCA funds paid to the FSMC/vendor. In addition, SFAs retain the ability to purchase allowable food items outside of their food service management contract, as long as the contract permits such.

## Allocation Amounts- 4<sup>th</sup> Round of SCA Funds

Each SFA accepting SCA Funds will be awarded with a \$5,000 base allocation. The remaining funds will be allocated based on enrollment information pulled from the October 2021 Site Enrollment report. Please see the table below:

SFA Name	SFA ID	Base Allocation	Enrollment	Enrollment Allocation	Total
Addison Central School District	U055	\$5,000.00	1652	\$32,500.09	\$37,500.09
Addison Northwest School District	U054	\$5,000.00	878	\$17,273.05	\$22,273.05
Barre Unified Union School District	U097	\$5,000.00	2463	\$48,455.04	\$53,455.04
Bennington-Rutland SU	S006	\$5,000.00	1081	\$21,266.71	\$26,266.71
Bishop John A. Marshall School	R722	\$5,000.00	156	\$3,069.02	\$8,069.02
Burlington School District	T037	\$5,000.00	3488	\$68,620.05	\$73,620.05
Burr and Burton Academy	P002	\$5,000.00	774	\$15,227.04	\$20,227.04
Caledonia Central SU	S009	\$5,000.00	1308	\$25,732.52	\$30,732.52
Central Vermont Supervisory Union	S068	\$5,000.00	1107	\$21,778.21	\$26,778.21
Champlain Valley Unified Union School District	U056	\$5,000.00	3897	\$76,666.38	\$81,666.38
Christ the King School	R881	\$5,000.00	179	\$3,521.50	\$8,521.50
Colchester Town School District	T050	\$5,000.00	2202	\$43,320.34	\$48,320.34

<b>SFA Name</b>	<b>SFA ID</b>	<b>Base Allocation</b>	<b>Enrollment</b>	<b>Enrollment Allocation</b>	<b>Total</b>
<b>Essex North SU</b>	S019	\$5,000.00	182	\$3,580.52	\$8,580.52
<b>Essex Westford Educational Community Unified Union School Dist.</b>	U051	\$5,000.00	3930	\$77,315.60	\$82,315.60
<b>Franklin Northeast SU</b>	S020	\$5,000.00	1883	\$37,044.60	\$42,044.60
<b>Franklin West SU</b>	S022	\$5,000.00	1716	\$33,759.18	\$38,759.18
<b>Grace Christian School</b>	R855	\$5,000.00	147	\$2,891.96	\$7,891.96
<b>Grand Isle SU</b>	S024	\$5,000.00	545	\$10,721.88	\$15,721.88
<b>Greater Rutland County Supervisory Union</b>	S066	\$5,000.00	1558	\$30,650.81	\$35,650.81
<b>Hartford Town School District</b>	T093	\$5,000.00	1425	\$28,034.28	\$33,034.28
<b>Harwood Unified Union School District</b>	U060	\$5,000.00	1860	\$36,592.11	\$41,592.11
<b>Kingdom East Supervisory District</b>	U064	\$5,000.00	1084	\$21,325.73	\$26,325.73
<b>Lamoille North SU</b>	S025	\$5,000.00	1758	\$34,585.45	\$39,585.45
<b>Lamoille South Supervisory Union</b>	S026	\$5,000.00	1799	\$35,392.05	\$40,392.05
<b>Laraway School, Inc.</b>	R111	\$5,000.00	29	\$570.52	\$5,570.52
<b>Lincoln Town School District</b>	T112	\$5,000.00	70	\$1,377.12	\$6,377.12
<b>Lyndon Institute</b>	P003	\$5,000.00	438	\$8,616.85	\$13,616.85
<b>Maple Run Unified School District</b>	U057	\$5,000.00	2693	\$52,979.87	\$57,979.87
<b>Mill River Unified Union School District</b>	U052	\$5,000.00	799	\$15,718.87	\$20,718.87
<b>Milton Town School District</b>	T126	\$5,000.00	1532	\$30,139.31	\$35,139.31
<b>Missisquoi Valley School District</b>	U089	\$5,000.00	1800	\$35,411.72	\$40,411.72

<b>SFA Name</b>	<b>SFA ID</b>	<b>Base Allocation</b>	<b>Enrollment</b>	<b>Enrollment Allocation</b>	<b>Total</b>
<b>Montpelier Roxbury Supervisory Union</b>	U071	\$5,000.00	1187	\$23,352.06	\$28,352.06
<b>Mount Mansfield Unified Union School District</b>	U401	\$5,000.00	2440	\$48,002.56	\$53,002.56
<b>Mt. Abraham Unified School District</b>	U061	\$5,000.00	1300	\$25,575.13	\$30,575.13
<b>New England Kurn Hattin Homes</b>	R342	\$5,000.00	44	\$865.62	\$5,865.62
<b>North Country SU</b>	S031	\$5,000.00	2716	\$53,432.36	\$58,432.36
<b>Northeastern Family Institute</b>	R614	\$5,000.00	94	\$1,849.28	\$6,849.28
<b>Norwich School District</b>	T145	\$5,000.00	322	\$6,334.76	\$11,334.76
<b>Orange East SU</b>	S027	\$5,000.00	1524	\$29,981.93	\$34,981.93
<b>Orange Southwest Unified Union School District</b>	U059	\$5,000.00	993	\$19,535.47	\$24,535.47
<b>Orleans Central SU</b>	S034	\$5,000.00	1191	\$23,430.76	\$28,430.76
<b>Orleans Southwest SU</b>	S035	\$5,000.00	931	\$18,315.73	\$23,315.73
<b>Rice Memorial High School</b>	R152	\$5,000.00	396	\$7,790.58	\$12,790.58
<b>Rivendell Interstate School District</b>	U146	\$5,000.00	452	\$8,892.28	\$13,892.28
<b>Rutland City School District</b>	T173	\$5,000.00	2260	\$44,461.39	\$49,461.39
<b>Rutland Northeast SU</b>	S036	\$5,000.00	1438	\$28,290.03	\$33,290.03
<b>Slate Valley Unified Union School District</b>	U062	\$5,000.00	1233	\$24,257.03	\$29,257.03
<b>South Burlington Town School District</b>	T191	\$5,000.00	2525	\$49,674.78	\$54,674.78
<b>Southwest Vermont SU</b>	S005	\$5,000.00	3232	\$63,583.72	\$68,583.72
<b>Springfield Town School District</b>	T193	\$5,000.00	1125	\$22,132.33	\$27,132.33

<b>SFA Name</b>	<b>SFA ID</b>	<b>Base Allocation</b>	<b>Enrollment</b>	<b>Enrollment Allocation</b>	<b>Total</b>
<b>St. Francis Xavier</b>	R618	\$5,000.00	205	\$4,033.00	\$9,033.00
<b>St. Johnsbury Academy</b>	P004	\$5,000.00	920	\$18,099.33	\$23,099.33
<b>St. Johnsbury Town School District</b>	T179	\$5,000.00	608	\$11,961.29	\$16,961.29
<b>The Compass School</b>	R820	\$5,000.00	73	\$1,436.14	\$6,436.14
<b>The Village School of North Bennington</b>	R053	\$5,000.00	144	\$2,832.94	\$7,832.94
<b>Thetford Academy</b>	P005	\$5,000.00	306	\$6,019.99	\$11,019.99
<b>Two Rivers SU</b>	S063	\$5,000.00	892	\$17,548.48	\$22,548.48
<b>United Christian Academy</b>	R594	\$5,000.00	59	\$1,160.72	\$6,160.72
<b>Vermont Achievement Center</b>	R186	\$5,000.00	36	\$708.23	\$5,708.23
<b>Washington Central Unified Union School District</b>	U092	\$5,000.00	1524	\$29,981.93	\$34,981.93
<b>Washington County Mental Health Services Inc.</b>	R528	\$5,000.00	45	\$885.29	\$5,885.29
<b>White River Valley Supervisory Union</b>	S030	\$5,000.00	1241	\$24,414.42	\$29,414.42
<b>Windham Central SU</b>	S046	\$5,000.00	730	\$14,361.42	\$19,361.42
<b>Windham Northeast SU</b>	S047	\$5,000.00	1058	\$20,814.22	\$25,814.22
<b>Windham Southeast SU</b>	S048	\$5,000.00	2529	\$49,753.47	\$54,753.47
<b>Windham Southwest SU</b>	S049	\$5,000.00	561	\$11,036.65	\$16,036.65
<b>Windsor Central SU</b>	S051	\$5,000.00	1053	\$20,715.86	\$25,715.86
<b>Windsor County Youth Services</b>	R496	\$5,000.00	5	\$98.37	\$5,098.37
<b>Windsor Southeast SU</b>	S052	\$5,000.00	1219	\$23,981.61	\$28,981.61
<b>Winooski School District</b>	T249	\$5,000.00	791	\$15,561.48	\$20,561.48