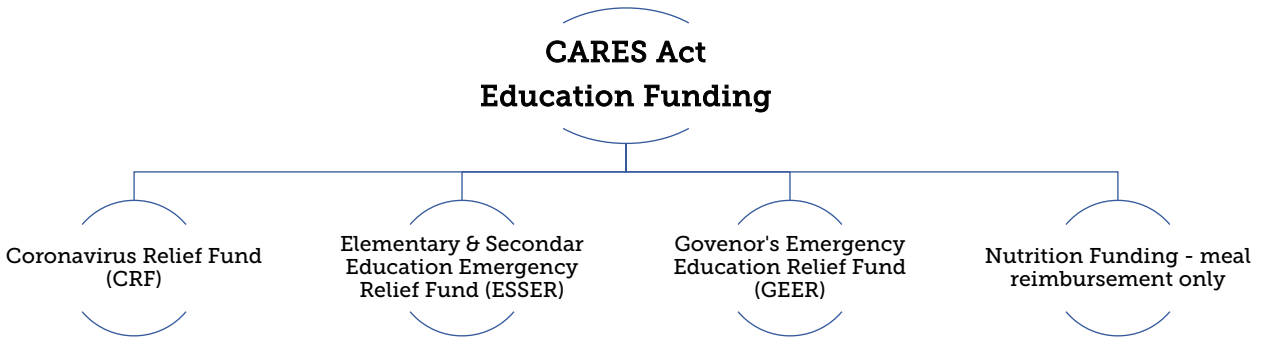


# School Nutrition Financial Management-School Year 2020-2021 Considerations

## CARES Act - Coronavirus Aid, Relief, and Economic Security



### CRF

- See chart of allowable expenses [here](#)

	CFDA#	Grant/ Project	Source Code
CARES Act – CRF	21.019	4012	4000

### ESSER

- See chart of allowable expenses [here](#)

	CFDA#	Grant/ Project	Source Code
CARES Act – ESSER	84.425D	4425	4000

### GEER

	CFDA#	Grant/ Project	Source Code
CARES Act – GEER	84.425C	6425	4010

### Nutrition Funding

- Meal reimbursement only
- CDE School Nutrition Unit was allocated CARES Act funding for all meal reimbursement from March 2020 through September 2020
- October 2020 through June 2021, revert back to standard [grant coding](#)

Federal Child Nutrition Programs	CFDA#	Grant/Project	Source Code
CARES Act – Nutrition Funding	10.555	4555	4000

\*SRE 94 optional code can be used to isolate activity during the unanticipated school closure (March – June)

## CRF for School Nutrition: Questions and Answers

### Equipment, Supplies, and Meal Delivery

**Q:** Can CRF cover small equipment or supplies, such as carts, tents, coolers/insulated bags, packaging supplies, etc.?

**A:** Yes, question #54 in the CRF Expenditure Types vs. Funding Sources guidance document states that smaller equipment purchases needed to comply with State and local public health orders or to address the COVID-19 public health emergency are eligible for CRF. Please note this is for equipment that is not considered [capital equipment](#). Capital equipment is tangible or intangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the SFA/LEA for financial statement purposes, or \$5,000.00.

**Q:** Can CRF cover hardware (such as POS stations, iPads, bar code scanners) or software needed to implement different meal service models?

**A:** Yes, if it is not considered capital equipment (see question above), the additional hardware or software may be covered with CRF. Please reference your district's capital equipment policy to determine if the equipment is considered capital equipment.

**Q:** Can CRF cover rentals such as refrigerated trucks or additional freezer storage space?

**A:** For leasing additional space, CRF can be used if the lease cost is incurred between March 1, 2020 and December 30, 2020, and leased space supports modifications necessary to comply with State and local public health orders and addresses the COVID-19 public health emergency (see question #50 in the CRF-CARES Act Expenditure Types vs. Funding Sources guidance). For leasing vehicles, CRF funds may be used for the short-term lease expenses for temporary facilities to improve COVID-19 mitigation measures between March 1, 2020 and December 30, 2020 (See question #52 in the CRF-CARES Act Expenditure Types vs. Funding Sources guidance). For purchasing vehicles to accommodate physical distancing, see question #52 under ESSER – CARES Act Expenditure Types vs. Funding Sources guidance.

**Q:** Can CRF cover shelf stable and pre-made products?

**A:** No, CRF may not be used for food costs.

**Q:** Can CRF cover fuel charges for meal delivery?

**A:** Yes, CRF can cover transportation costs associated with meal delivery.

### Sanitation and PPE

**Q:** Can CRF cover sanitation and PPE supplies, such as masks, gloves, thermometers, plexiglass shields, cleaning or sanitizing supplies, etc.?

**A:** Yes, in question #44 and #45 of the CRF-CARES Act Expenditure Types vs. Funding Sources guidance, purchases for cleaning and sanitizing supplies and PPE incurred between March 1, 2020 and December 30, 2020 are allowable to protect the health and limit transmission of COVID-19 amount students and faculty.

## **Labor**

**Q:** Can CRF cover labor of existing food service staff?

**A:** Yes, if employees are diverted to a substantially different use. The employee must work least 51% or more of their time on any job duties related to the COVID-19 response between March 1, 2020 and December 30, 2020. See question #27 in the CRF -CARES Act Expenditure Types vs. Funding Sources guidance.

**Q:** Can CRF cover labor from departments outside of food service when staff are helping with the distribution of meals?

**A:** Yes, if employees are diverted to a substantially different use. The employee must work least 51% or more of their time on any job duties related to the COVID-19 response between March 1, 2020 and December 30, 2020. See question #28 in the CRF -CARES Act Expenditure Types vs. Funding Sources guidance for an example of using transportation staff to deliver meals.

**Q:** Can CRF cover new hires?

**A:** Yes, for activities ties specifically to COVID-19 where activities are taking place between March 1, 2020 and December 30, 2020. A different funding source for new hires must be used starting December 31. See question #22 in the CRF -CARES Act Expenditure Types vs. Funding Sources guidance.

**Q:** Can CARES Act cover staff sick leave?

**A:** Yes, expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions is allowable. See question #20 in the CRF -CARES Act Expenditure Types vs. Funding Sources guidance.

**Note:** If labor is covered under CARES Act funds, please keep additional documentation of time and effort reporting to track employee time spent of job duties related to the COVID-19 response. See [Addendum A to the CRF -CARES Act Expenditure Types vs. Funding Sources guidance](#) for more information.

## **CARES Act Resources**

- [No Kid Hungry - The CARES Act](#)
- [CDE CARES Act](#)
- [CDE CARES Act- Allowable Costs](#)
- [Treasury CRF FAQ](#)
- [COVID-19 Impact on Federal Funding FAQ](#)

## Other Financial Management Considerations

### Reimbursement Rates

- March 1 through December 30 - under SFSP operations - [SFSP reimbursement rates](#)
- July 1 through June 30, 2021 - under NSLP and SBP operations - [NSLP and SBP reimbursement rates SY20-21](#)

### Donations and Local Grants

- Donations given to a sponsor to offset expenses should be deposited outside the nonprofit food service fund, using source code 1920.
- For SFSP-only sponsors: If donations are given for SFSP operations, the donation can be deposited into nonprofit food service fund and considered income to the program. The funds would need to be tracked and used directly to benefit the SFSP
- Local grants received should also be deposited outside of the nonprofit food service fund

### Resource Management

- The CDE School Nutrition Unit will **not** conduct Administrative Reviews in SY20-21

### Paid Lunch Equity Tool

- Due June 30, 2020 – flexible due to program changes
- [CDE PLE webpage](#)

### Nonprogram Revenue Tool

- Annual requirement - assess nonprogram food generates at least the same proportion of revenue as contributed as food cost
- No collection SY20-21
- [Adult meal pricing](#)
- [Nonprogram Revenue webpage](#)

### Excess Net Cash – Spending Plans

- If in violation of excess net cash, please submit [spending plan](#) to [shaw\\_l@cde.state.co.us](mailto:shaw_l@cde.state.co.us) for approval

### Other Resources

- [School Nutrition Unit - Back to School Planning page](#)
- [No Kid Hungry Back to School Meal Service Toolkit](#) (Financial Recovery pg 9-12)