# Superintendent’s Memo #166-20

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: July 10, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Application for Alternative Breakfast Service Models for 2020-2021

The purpose of this memo is to provide information on funding opportunities to increase access to school breakfast. The 2021 state fiscal year budget provides $1.074 million in state funding to support increasing access and participation in breakfast through alternative service models referred to as Breakfast after the Bell (BaB). Each approved school will receive a state reimbursement of $0.05 per elementary school breakfast and $0.10 per middle and high school breakfast. School meal reimbursements are applied to the school nutrition program fund. The school division must submit a certification statement signed by the division superintendent and an application submitted to the Virginia Department of Education (VDOE) for eligible schools.

### Alternative Breakfast Service Models

Alternative breakfast service models provide meals to students through a distribution method different from traditional meal service, offering opportunities that would otherwise limit access. Making breakfast more accessible and convenient results in increased breakfast participation and reduces stigma frequently associated with school meals. Some examples of alternative breakfast service models include, breakfast in the classroom, grab and go breakfast, and second chance breakfast.

### School Eligibility Criteria

1. Schools participating in the U.S. Department of Agriculture (USDA) School Breakfast Program (SBP) with total student free and reduced-price meal eligibility of 45 percent or greater.
2. Schools implementing an alternative service model.
3. Schools working to expand participation in the traditional breakfast program. A plan that includes strategies for increasing student breakfast participation must be submitted with the application for these schools to be considered.

### Requirements

1. The division superintendent signs the attached certification statement. The certification statement is Attachment A to this memorandum. Return the certification statement along with the application to [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov).
2. Complete an application for the school division and submit to [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov) by August 7, 2020. The application is Attachment B to this memo. Incomplete applications, applications submitted without the certification statement, or applications not submitted to the [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov) mailbox will not be considered.
3. Report the number of breakfast meals served for each school as part of the monthly School Nutrition Program (SNP) SNPWeb claim. All claims must be submitted within the 60 days following the month meals are claimed.
4. Participate in the evaluation of the educational impact of the models implemented and submit the required data to the VDOE by August 1, 2021. Funded schools that do not provide data are subject to exclusion the following year. A data collection form will be provided by the VDOE to all recipient schools and school divisions to obtain data from the previous and current school year. Data will include:
   1. student attendance and tardy arrivals;
   2. office discipline referrals;
   3. teachers’ and administrators’ responses to the impact of the alternative service models; and
   4. the financial impact of the alternative breakfast models on the division’s school nutrition program.

### Criteria for Scoring Applications

Applications will be ranked in the following order:

1. Middle and high school with a total free and reduced-price lunch eligibility of 45 percent and above and implementing an alternative breakfast model.
2. Elementary schools with a total free and reduced-price lunch eligibility of 45 percent and above that did not receive BaB funding in the 2019-2020 school year.
3. Elementary schools with a total free and reduced-price lunch eligibility of 45 percent and above that received funding in the 2019-2020 school year.
4. All schools with a total free and reduced-price lunch eligibility participation below 45 percent providing an alternative breakfast model.
5. All schools with a total free and reduced-price lunch eligibility participation below 45 percent that submit a plan to increase their traditional breakfast model.

### Application Process

1. Submit the certification statement signed by the division superintendent (Attachment A to this memo).
2. Complete the application listing all schools, grades served, percentage of students eligible for free and reduced-price meals, and alternative breakfast models offered. The application is Attachment B to this memo.
3. Send the application and the signed certification statements to [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov) by August 7, 2020. Late applications will not be accepted. Applications that are not submitted to the email address above will also not be considered.
4. Priority will be given to schools with free and reduced-price lunch eligibility of 45 percent and above.
5. The VDOE will notify schools of their approval by September 4, 2020.

If you have any questions or need additional information, please contact Rhonn James, School Nutrition Programs Finance Specialist at [Rhonn.james1@doe.virginia.gov](mailto:Rhonn.james1@doe.virginia.gov) or email [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov).

JFL/SCC/bdb

### Attachments

1. [Certification Statement for Breakfast after the Bell](http://www.doe.virginia.gov/administrators/superintendents_memos/2020/166-20a.docx)
2. [Application for Breakfast after the Bell](http://www.doe.virginia.gov/administrators/superintendents_memos/2020/166-20b.docx)