# SNP Memo #2020-2021-12

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: August 12, 2020

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: New Monitoring Waivers in the Child Nutrition Programs

The purpose of this memo is to provide information on the latest waivers from the U.S. Department of Agriculture (USDA) for the upcoming 2020-2021 school year. Five waivers were issued on August 4, 2020, to provide guidance for program monitoring in the upcoming school year. These waivers are designed to ensure program integrity and minimize potential exposure to COVID-19.

**Nationwide Waiver of Onsite Monitoring Requirements for Sponsors in the Child and Adult Care Food Program (CACFP) – Extension of waiver issued June 8, 2020**

This wavier provides guidance on monitoring requirements for sponsors of CACFP. CACFP monitoring requirements for the 2020-2021 school year are as follows:

1. CACFP sponsors may conduct two or more reviews of their CACFP facilities.
2. Only one of the CACFP facility reviews is required to be unannounced.
3. Unannounced reviews do not have to include an observation of meal service.
4. There is no longer a requirement for a six-month time lapse between reviews.
5. Sponsoring organizations can review new CACFP facilities as a desk audit.

To assist with minimizing the risk of COVID-19, desk audits are encouraged. This waiver remains in effect through September 30, 2021.

**Nationwide Waiver of Onsite Monitoring Requirements for State Agencies in the CACFP – Extension of the wavier issued June 8, 2020**

CACFP regulations require that state agencies conduct an administrative review at least once every three years. This waiver allows the state agency to conduct the required CACFP administrative reviews offsite. This waiver remains in effect through September 30, 2021.

**Nationwide Wavier of Onsite Monitoring Requirements in the School Meals Programs**

This waiver extends the June 8, 2020, memo that allows state agencies to conduct the required onsite portion of the administrative review offsite. In addition, school food authorities (SFAs) are required to conduct a review of the counting and claiming system and other general areas. This review, the accountability review, can be conducted offsite. To assist in offsite monitoring, a new accountability review form is being developed and will be available in the *Download Forms* section of SNPWeb. This waiver remains in effect through June 30, 2021.

**Nationwide Waiver of Onsite Monitoring Requirement for Sponsoring Organizations in the Summer Food Service Program (SFSP) – Extension of the wavier issued on June 8, 2020**

SFSP regulations require sponsors to monitor their sites once during the first week of operation and also at least once during the first four weeks of operation. This waiver suspends the onsite monitoring requirements. Program integrity remains an important part of the SFSP and sponsors are encouraged to continue monitoring reviews offsite. This waiver remains in effect through September 30, 2021.

**Nationwide Waiver of Onsite Monitoring Requirements for State Agencies in the Summer Food Service Program**

Monitoring requirements for state agencies administering the SFSP are:

1. Conduct a review of every new sponsor at least once during the first year of operation.
2. Annually review a number of sponsors whose program reimbursements account for at least one-half of the total program meal reimbursements from the prior year.
3. Annually review every sponsor that experienced significant operational problems in the prior year.
4. Review each sponsor at least once every three years.

In addition, this wavier allows all of the required reviews to be conducted offsite. This wavier remains in effect through September 30, 2021.

If you have any questions about the following waivers, please contact your SNP or CNP regional specialist.

SCC/bdb