# Attachment B

# Superintendent’s Memo #XXX-23

# January 27, 2023

## **Virginia Department of Education**

## **School Year 2022–2023 Supply Chain Assistance Funding**

## **Attestation Statement**

Division Name: Click or tap to enter division name

Division Number: Click or tap to enter division number

CFDA Number: 10.555

Period of Performance: October 1, 2022–September 30, 2024

To assist school food authorities (SFAs) experiencing supply chain disruptions, the U.S. Department of Agriculture, Food and Nutrition Service (USDA-FNS) has allocated Supply Chain Assistance (SCA) funds, made available through the Commodity Credit Corporation (CCC) and authorized under the CCC Charter Act [15 U.S.C. 714]. The funding allocation for each Virginia SFA will include two components: a base payment of $5,000 and a proportional funding amount based on each SFA’s share of statewide student enrollment.

Note: Authorized Representative **must** initial each statement below**.**

**Click or tap to enter SFA name attests:**

**Click or tap to enter SFA name** is experiencing supply chain disruptions and related financial difficulties/need, including unanticipated cancellation of food and/or supply contracts, lack of availability of certain foods, unexpected substitution of food products, unpredictable increases in food and supply prices, or other obstacles.

**Click or tap to enter SFA name** will only use SCA funds to purchase domestic unprocessed or minimally processed foods. Examples of allowable food products include fluid milk and other dairy foods such as cheese and yogurt; fruits and vegetables (including 100 percent juices); grain products such as pastas and rice; meats (whole, pieces, or food items such as ground meats); and meat alternates such as beans or legumes. Foods in a wide variety of minimal processing states (e.g., whole, cut, pureed, etc.) and/or forms (e.g., fresh, frozen, canned, dried, etc.) are allowable.

**Click or tap to enter SFA name** will not use SCA funds for any significantly processed or prepared foods. For example, baked goods such as breads, muffins, or crackers; pre-packaged sandwiches or meals; or other prepared and/or pre-cooked items such as chicken nuggets or pre-made pizza, that come ready-to-eat or that require no further preparation beyond heating are not allowable purchases. Non-domestic food products cannot be purchased with SCA funds. The limited exceptions provided under the NSLP Buy American provision may not be used since all products must be domestic.

Line for initials **Click or tap to enter SFA name** will not use SCA funds for any labor, indirect costs, or other administrative expenses.

Line for initials **Click or tap to enter SFA name** will comply with all recordkeeping and review requirements per 7 CFR 210.9(b)(17) and 7 CFR 210.18, include maintaining documentation demonstrating appropriate use of SCA funds.

Line for initials **Click or tap to enter SFA name** will comply with all applicable federal procurement and financial management requirements per 2 CFR 200, including the option to utilize emergency noncompetitive procurements.

SCA funds cannot be dispersed until each attestation statement above is initialed, the form is signed and dated (either physically or digitally), and emailed to the Virginia Department of Education, Office of School Nutrition Programs at [SNPpolicy@doe.virginia.gov](mailto:SNPpolicy@doe.virginia.gov). **The attestation statement must be received no later than February 28, 2023, to receive funds.**

SCA funds must be deposited in the nonprofit food service account; however, **Click or tap to enter SFA name** is not required to account for these funds separately from the nonprofit school food service account. SFAs are required to maintain documentation supporting allowable SCA food purchases, consistent with the regular program recordkeeping requirements.

I certify that this attestation is true and correct, and therefore, **Click or tap to enter SFA name** is eligible for SCA funds as calculated.

Signature line

School Nutrition Program Administrator Signature

Name line

School Nutrition Program Administrator Printed Name

Date line

Date

Signature line

Superintendent Signature

Name line

Superintendent Printed Name

Date line

Date

This institution is an equal opportunity provider.