# SNP Memo #2022-2023-43

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: January 24, 2023

TO: Select Directors, Supervisors, and Contact Persons Addressed

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

## SUBJECT: Third Allocation of Supply Chain Assistance Funds to Alleviate Supply Chain Disruptions in School Meals Programs

The purpose of this memorandum is to notify school food authorities (SFAs) that the Virginia Department of Education, Office of School Nutrition Programs (VDOE-SNP), will disburse a third round of Supply Chain Assistance (SCA) funds to SFAs beginning March 2023. Please note that the Attestation Form (Attachment B) must be signed and returned for this allocation. The form must be signed by both the division superintendent (or executive director for community sponsors) and the School Nutrition Programs administrator and emailed to [SNPpolicy@doe.virginia.gov](mailto:SNPpolicy@doe.virginia.gov) by February 28, 2023. The School Year 2022–2023 Supply Chain Assistance Funding Attestation Statement is Attachment B to this memo.

The U.S. Department of Agriculture, Food and Nutrition Service allocated an additional $9,602,692 to the VDOE-SNP to disburse to Virginia SFAs. SCA funds must be used to purchase unprocessed or minimally processed domestic foods. SFAs must take steps to ensure the domesticity of the products purchased with SCA funds and follow the Buy American provision without exception. Unallowable uses of SCA funds include labor, supplies, and administrative expenses, as well as foods that are processed or prepared. SFAs with food service management company contracts may use SCA funds to pay applicable invoices. SFAs must ensure that such payments include charges for minimally processed domestic foods at least equal to the amount of SCA funds used to pay the invoices. SCA funds must be deposited into the nonprofit school food service account and are not required to be tracked separately. SCA expenditures will be reviewed during federal program administrative reviews.

Each SFA will receive a base payment of $5,000 plus proportional funding based on the SFA’s student enrollment. This formula is intended to provide all SFAs with meaningful funding. SCA payments will be disbursed via electronic data interchange. The fund code SFAs should report to their finance departments is 10150.

For more information, please contact Courtney Jones, VDOE-SNP Operations and Support Supervisor, via email at [Courtney.Jones@doe.virginia.gov](mailto:Courtney.Jones@doe.virginia.gov) or via phone at (804) 225-2330.

SCC/KAM/cc

**Attachments:**

1. Supply Chain Assistance Funds Allocations (Excel)
2. School Year 2022-2023 Supply Chain Assistance Funding Attestation Statement (Word)