



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF EDUCATION

DATE: February 10, 2023

TO: Division Superintendents

FROM: Jillian Balow, Superintendent of Public Instruction

**SUBJECT: Fiscal Year 2023 State Funding for Breakfast Incentive Payments**

The purpose of this memo is to inform school food authorities (SFAs) that the General Assembly appropriated lottery funds for state fiscal year 2023 (FY 23) for the incentive program for improved student participation in the School Breakfast Program. The incentive funding is available to any public school division that increased per student breakfast participation in school year 2021-2022 above the baseline established in school year 2003-2004. Each school division's baseline is unique to its base year breakfast participation. In order to receive funding, each school division superintendent or designee must sign and return a Certification Statement (Attachment B) by February 28, 2023.

The level of funding is \$0.22 for each breakfast meal served above the base year number of breakfast meals served per student for each division. For FY 23, actual student breakfast meal counts from school year 2021-2022, which included the breakfast meals served using the School Breakfast Program, the Seamless Summer Option, and Summer Food Service Program, were compared to the base year to determine the level of entitlement earned. Attachment A to this memo shows the total incentive entitlement earned for each school division for FY 23.

The current funding appropriation will be paid via electronic data interchange (EDI) on a semi-monthly recurring basis, beginning January 31, 2023. The payments will appear on the EDI notice as "State School Breakfast Incentive Funds revenue source code 240347." These funds must be credited to the School Nutrition Program account and may not be used for any other purpose. The school nutrition program financial reports, submitted annually to the Virginia Department of Education, will be monitored to determine compliance with this provision.

In order to receive funding, **each school division superintendent or designee must sign and return a Certification Statement (Attachment B) by February 28, 2023.** Any division that does not complete the Certification Statement and does not reflect the deposit of the incentive

funding to the school nutrition account and in their annual financial report, will be required to return the funds. The signed Certification Statement should be sent to the SNP Policy mailbox at [SNPpolicy@doe.virginia.gov](mailto:SNPpolicy@doe.virginia.gov).

Please direct all questions regarding the school breakfast incentive funding to Courtney Jones, SNP Operations and Support Supervisor, at [Courtney.Jones@doe.virginia.gov](mailto:Courtney.Jones@doe.virginia.gov). Questions regarding the school breakfast incentive formula should be directed to the Budget Office at [doe.budgetoffice@doe.virginia.gov](mailto:doe.budgetoffice@doe.virginia.gov).

JB/SCC/cej

**Attachments:**

- A. [Total Incentive Entitlement for School Breakfast Incentive](#) (XLSX)
- B. [Fiscal Year 2023 Certification Statement](#) (Word)