# SCNP Memo #2023-2024-86

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: June 6, 2024

TO: School Nutrition Directors, Supervisors, and Contact Persons (Addressed)

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

## SUBJECT: Indirect Cost Recovery from Nonprofit School Food Service Accounts

The purpose of this memorandum is to notify school food authorities (SFAs), community nutrition program sponsors and finance directors of an upcoming webinar on Indirect Cost Recovery from Nonprofit School Food Service Accounts (NSFSA) on **June 20, 2024, at 2:00 p.m.** hosted by the Virginia Department of Education, Office of School and Community Nutrition Programs (VDOE-SCNP). To attend this webinar, [you must register in advance.](https://doe-virginia-gov.zoom.us/webinar/register/WN_8GTNQXCDQUyNM6s1F0PzlA#/registration) This webinar will provide guidance to SFAs and community nutrition program sponsors on the recovery of indirect costs by local education agencies (LEAs), private schools, residential childcare institutions, and community sponsors from nonprofit school food service accounts (NSFSAs) as published by the United States Department of Agriculture, Food and Nutrition Service (USDA-FNS) in policy memo [SP 60-2016: Indirect Cost Guidance](https://www.fns.usda.gov/cn/indirect-cost-guidance). This guidance applies to SFAs and community nutrition program sponsors participating in the National School Lunch Program (NSLP), Summer Food Service Program (SFSP) and the Child and Adult Care Food Program (CACFP) and is effective for school year 2024-2025. The school and community nutrition program sponsor should coordinate with their respective finance official on compliance with these standards.

### Action Required

* Review USDA-FNS policy memorandum [SP 60-2016](https://www.fns.usda.gov/cn/indirect-cost-guidance)
* Attend the VDOE-SCNP Indirect Cost Recovery for NSFSA webinar on June 20, 2024, [please register in advance for this webinar](https://doe-virginia-gov.zoom.us/webinar/register/WN_8GTNQXCDQUyNM6s1F0PzlA#/registration)
* Review Attachment A, Regulatory Requirements and Guidance on Indirect Costs
* Review Attachment B, Memorandum of Understanding for Indirect Cost Recovery Template to this memorandum
* Review the Indirect Cost Calculation Guidance included with the email containing this memo, this tool is also available in SNPWeb Download Forms
* Review the Indirect Cost Recovery Toolkit and presentation to be distributed via email after the webinar

### For More Information

If you have questions regarding indirect cost recovery from the NSFSA, please email your assigned SNP or CNP regional specialist or Shannon Girouard, SCNP Finance Specialist at [Shannon.Girouard@doe.virginia.gov](mailto:shannon.girouard@doe.virginia.gov).

## Attachments:

1. Regulatory Requirements and Guidance on Indirect Costs
2. Memorandum of Understanding for Indirect Cost Recovery Template

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