



HNS TA # 01-2024

Original Signed

MEMORANDUM

To: School Food Authorities and School Business Officials Operating the National School Lunch Program

From: Melissa Conner, Senior Deputy Associate Superintendent
Arizona Department of Education, Health, and Nutrition Services Division

Date: June 3, 2024

Subject: School Year 2024-2025 State Match Requirements for Districts and Charter Schools

The purpose of this technical assistance memorandum is to provide School Food Authorities (SFAs) and School Business Officials clarification of existing guidelines surrounding state match funding requirements as listed in 7 CFR 210.17(a).

The amount of state match funding required for each school district and charter school that receive State appropriated funds, is equal to 30% of the total number of lunches served through NSLP in the previous school year, multiplied by the SY 2023-24 paid lunch reimbursement rate. For SY 2023-24, the paid lunch reimbursement rate was either \$0.40 or \$0.42, depending on the school's eligibility for the low or high rate, plus the additional \$0.08 received by menu-certified districts and charter schools, if applicable. For specific reimbursement rate, SFAs may refer to paid claims in CNPWeb from SY 2023-24.

Public school districts should budget and expend Maintenance & Operations (M&O) and Capital Outlay funds which will be reported on the SY 2024-25 Food Service Annual Financial Report (FSAFR). Charter schools should budget and expend State Equalization Assistance funds to meet state match requirements. The amount of State Equalization Assistance funds will be reported in Section E of the SY 2024-25 FSAFR (State Equalization Assistance Expended for Food Service). Nonpublic schools are provided with an exemption per 7 CFR 210.17 (b).

SFAs with questions regarding this guidance may contact their assigned HNS Specialist. SFAs may also email ContactHNS@azed.gov or call 602-542-8700.

Tom Horne, Superintendent of Public Instruction

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