



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program and School Breakfast Program

FROM: John Frassinelli, Chief 
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: October 17, 2016

SUBJECT: Operational Memorandum No. 2-17
Fiscal Year (FY) 2017 Timing of State Grant Payments and State Match Payments

In July 2016, superintendents, regional educational service center directors, charter school directors, town finance officers, and business managers received a memorandum from the Connecticut State Department of Education (CSDE) outlining the FY 2017 timing of state grants (see attachment). The memorandum indicated that the CSDE was making some changes to grant payment timelines as a result of the State of Connecticut moving to a more uniform spending plan.

While not all grants will be impacted (depending on whether the payment schedule is specified in statute), the Child Nutrition Program State Matching payments will have a different payment schedule in FY 2017. The State Matching payments will now be paid in quarterly allotments instead of two times per year. The first payment will be in September, the second payment will be in October, the third payment will be in January, and the final payment will be in April.

Please see the attachment for the summary of State Match payments. The State Match payment checks will have the following identification information on the check stub:

- Public Sponsors: PUBSTMCH 11000-16072
- Private Sponsors: PRVSTMCH 11000-16072

As a reminder, federal regulations ([7CFR 210.17](#)) for National School Lunch Program (NSLP) require states to appropriate a minimum level of state funds to be paid as reimbursement to school food authorities that participate in the NSLP. The required minimum funding level for Connecticut is \$2,354,000. The rate of reimbursement is determined by dividing the total grant of \$2,354,000 by the number of lunches served in the state during the previous fiscal year.

Regarding payments for Healthy Food Certification (HFC), the **timing** of payments may be impacted. If this is the case, the CSDE will notify school food authorities.

Questions may be directed to your school nutrition consultant.

Consultants for School Nutrition Programs	
County	Consultant
<ul style="list-style-type: none"> • Fairfield County (Includes Region 9) • Litchfield County (Includes Regions 1, 6, 7, 12 and 14) • New London County (Lebanon, Ledyard, Lisbon, Montville, New London and North Stonington) 	<p>Fionnuala Brown fionnuala.brown@ct.gov 860-807-2129</p>
<ul style="list-style-type: none"> • Hartford County (Includes Region 10) • New London County (Bozrah, Colchester, East Lyme, Franklin, Griswold and Groton) 	<p>Teri Dandeneau teri.dandeneau@ct.gov 860-807-2079</p>
<ul style="list-style-type: none"> • Middlesex County (Includes Regions 4, 13 and 17) • New London County (Preston, Salem, Sprague, Stonington, Voluntown, Waterford and Waterford Country School) • Tolland County (Includes Regions 8 and 19) • Windham County (Includes Region 11) 	<p>Susan Alston susan.alston@ct.gov 860-807-2081</p>
<ul style="list-style-type: none"> • New Haven County (Includes Regions 5, 15 and 16) • New London County (Norwich, Norwich Free Academy, Integrated Day Charter School, LEARN, Region 18 and Sacred Heart School) 	<p>Jackie Schipke jackie.schipke@ct.gov 860-807-2123</p>

JF:tdd

Attachment

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain in a binder for future reference. All CSDE operational memoranda are posted on the CSDE's [Operational Memoranda for School Nutrition Programs](#) Web page.