

**CHILD NUTRITION PROGRAM
ELIGIBLE SERVICE PROVIDER WAIVER REQUEST TEMPLATE**

Child Nutrition Programs are expected to be administered according to all statutory and regulatory requirements; waivers to the requirements are exceptions. However, Section 12(l) of the Richard B. Russell National School Lunch Act, 42 U.S.C. 1760(l), provides authority for the United States Department of Agriculture (USDA) to waive requirements for eligible service providers under certain circumstances. When requesting the waiver of statutory or regulatory requirements for the Child Nutrition Programs (CNP), including the Child and Adult Care Food Program (CACFP), the Summer Food Service Program (SFSP), the National School Lunch Program (NSLP), the Fresh Fruit and Vegetable Program (FFVP), the Special Milk Program (SMP), and the School Breakfast Program (SBP), eligible service providers should use this template. Eligible service providers* should consult with their FNS Regional Offices when developing waiver requests to ensure a well-reasoned, thorough request is submitted. Eligible service providers are encouraged to submit complete waiver requests at least 60 calendar days prior to the anticipated implementation date. Requests submitted less than 60 calendar days prior to the anticipated implementation should be accompanied by an explanation of extenuating circumstances.

For more information on requests for waiving Program requirements, refer to SP 15-2018, CACFP 12-2018, SFSP 05-2018, *Child Nutrition Program Waiver Request Guidance and Protocol-Revised*, May 24, 2018.

1. Eligible service provider submitting waiver request and responsible party contact information:

Livingston Parish Public Schools
Sommer Purvis, Administrator of Special Programs, Child Nutrition
Email: Sommer.Purvis@lpsb.org; Office: (225) 698-4240, Cell: (985) 974-9507



2. Region:

Southeast Louisiana

3. Eligible service providers participating in waiver and affirmation that they are in good standing:

Affirmed

4. Description of the challenge the eligible service provider is seeking to solve, the goal of the waiver to improve services under the Program, and the expected outcomes if the waiver is granted. [Section 12(l)(2)(A)(iii) and 12(l)(2)(A)(iv) of the NSLA]:

Minimize food waste and help sponsor contain costs.

5. Specific Program requirements to be waived (include statutory and regulatory citations). [Section 12(l)(2)(A)(i) of the NSLA]:

OVS option for school food authority sponsors. Section 13(f)(6) of the NSLA, 42 USC 1761(f)(6), and 7 CFR 225.16(f)(1)(ii).

6. Detailed description of alternative procedures and anticipated impact on Program operations, including technology, State systems, and monitoring:

Breakfast meal service would offer four food items (1 serving fruit/vegetable, 1 serving grains, 1 serving fluid milk and 1 additional serving) and the child would be required to take at least three of any of the four food items offered. For lunch meal service, at least five different food items from four food components would be offered (1 serving meat/meat alternate, 2 servings fruit and/or vegetables, 1 serving grains and 1 serving fluid milk), child must take at least three of the four food components.

7. Description of any steps the State has taken to address regulatory barriers at the State level. [Section 12(l)(2)(A)(ii) of the NSLA]:

State has provide three, 2-day trainings to provide updates on Program changes, waivers and processes. In addition, State has provide a Waiver Request Template.

8. Anticipated challenges eligible service providers may face with the waiver implementation:

None

**Eligible service providers include: a local school food service authority, a service institution or private non-profit organization; or a family or group day care home sponsoring organization.*

9. Description of how the waiver will not increase the overall cost of the Program to the Federal Government. If there are anticipated increases, confirm that the costs will be paid from non-Federal funds. [Section 12(l)(1)(A)(iii) of the NSLA]:

Unitized meal service requirements, including the extension of OVS for school food authority sponsors for the Summer Food Service Program has been provided in past years without increased cost or burden to the Program. As such, the continuation of such flexibilities will not increase Program costs.

10. Anticipated waiver implementation date and time period:

June 1, 2019 through July 31, 2019

11. Proposed monitoring and review procedures:

Sponsor will conduct on-site monitoring of meal service as required by the Program. Additionally, site supervisors will be properly trained on meal service requirements and offer vs serve to ensure children receive the requirement food items and/or components during respective meals services. School food service sponsor will review inventory/usage reports and meal records.

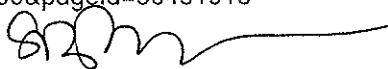
12. Proposed reporting requirements (include type of data and due date(s) to FNS):

On-site monitoring forms, staff training records, inventory and usage reports, etc. will be maintained with the Sponsor for a period of three years, plus the current year.

13. Link to or a copy of the public notice informing the public about the proposed waiver [Section 12(l)(1)(A)(ii) of the NSLA]:

<http://www.lpsb.org/cms/One.aspx?portalId=630&pageId=36431913>

14. Signature and title of requesting official:



Administrator of Special Programs, Child Nutrition

Title:

Requesting official's email address for transmission of response: sommer.purvis@lpsb.org

In order to ensure that your waiver request(s) is received and processed in the most timely and transparent fashion, once all questions have been answered, please email your waiver request(s) directly to Shanna Legier, Summer Food Service Program Coordinator, at the LA Department of Education, Division of Nutrition Support (Shanna.Legier@la.gov). Waiver requests will then be forwarded from the state agency to USDA for review/consideration.

Please note that if more than one flexibility is being requested by an eligible service provider, this must be completed using one request form per applicable waiver request. Waivers may be submitted for any of the following categories: a) use of Offer versus Serve (OVS) under the SFSP Meal Pattern, b) SFSP length of meal service/time restrictions, c) Use of area eligibility for establishing closed-enrolled (CE) site eligibility, and/or d) Monitoring Flexibilities for returning SFSP sites in good standing.

TO BE COMPLETED BY FNS REGIONAL OFFICE:

FNS Regional Offices are requested to ensure the questions have been adequately addressed by the eligible service provider and formulate an opinion and justification for a response to the waiver request based on their knowledge, experience and work with the State.

Date request was received at Regional Office:

Check this box to confirm that the State agency has provided public notice in accordance with Section 12(l)(1)(A)(ii) of the NSLA

- **Regional Office Analysis and Recommendations:**