



Food and
Nutrition
Service

Park Office
Center

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DATE: November 29, 2018

MEMO CODE: SP 06-2019

SUBJECT: Fiscal Year (FY) 2019 National School Lunch Program (NSLP)
Management Evaluations Process

TO: Regional Directors
Special Nutrition Programs
All Regions

State Directors
Child Nutrition Programs
All States

Each fiscal year (FY), the Food and Nutrition Service (FNS) utilizes Management Evaluations (MEs) to evaluate State agency operations. State agencies who administer the school meals programs are selected to receive a ME based on a risk assessment process, which utilizes risk indicators related to program administration. As shared in the October 3, 2018 memorandum regarding State Agency Selection, these indicators include, but are not limited to: length of time since last ME, previous NSLP ME findings, management of State agency funds, procurement practices, State agency program knowledge and oversight, and functionality of the management information systems.

For FY 2019, FNS will conduct both comprehensive and targeted reviews. There will be a total of 15 MEs, (10) comprehensive and (5) in targeted functional areas within the school meals programs. The risk assessment process was also utilized in order to select those State Agencies that will receive either a comprehensive or targeted review.

As done in previous fiscal years, the comprehensive MEs will be conducted on all of the functional areas. The targeted MEs will be conducted on a minimum of eight critical functional areas of the NSLP, which are listed below. These areas have been identified as critical based on the functional areas identified as the greatest risk of noncompliance, and are aligned with Federal requirements outlined in regulations at 210.29(c)(2). FNS Regional Offices (RO) have the discretion to add additional functional areas that they deem necessary.

The eight critical areas are:

- Administrative Reviews
- Claims for Reimbursement
- Food Service Management Companies
- Local Agency Procurement
- State Administrative Expense

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- Special Provisions
- USDA Foods
- Civil Rights

Below is a chart with a breakdown of the State agencies that will receive a comprehensive ME and a targeted ME. FNS ROs will contact the State agencies to coordinate the specific dates for the MEs.

<i>State Agency</i>	<i>Comprehensive or Targeted ME</i>
Puerto Rico	Comprehensive
Maryland	Comprehensive
Pennsylvania	Targeted
Kansas	Comprehensive
Minnesota	Comprehensive
Wisconsin	Comprehensive
Rhode Island	Targeted
Vermont	Targeted
Massachusetts	Comprehensive
Tennessee	Comprehensive
North Carolina	Targeted
Arkansas DHS	Comprehensive
New Mexico	Comprehensive
Arizona	Comprehensive
Oregon	Targeted

State agencies with questions should contact the appropriate FNS RO for guidance.



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Division Director

Program Monitoring and Operational Support