

Lunch Line

A Newsletter of the Food Distribution Program

Department of Administrative Services

SAVE THE DATE!!

Thursday, March 15, 2012

8:00 am to 4:30 pm at The Rocky Hill Marriott



Come and join the The Department of Administrative Services, Department of Education and Hartford Food Service Director Lonnie Burt, for an in-depth Procurement Training Session followed by a USDA Foods Further Processed Food Show. Many USDA further processors and brokers will be on-hand to show their products for school year 2013.

You will leave the Procurement Training and Food Show with the tools you need to create a food bid and/or RFP!

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Registration and meeting details will follow soon.

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FDP LUNCH LINES NEWSLETTER](#)**

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November 2011

October 29 snow storm Emergency: If you are interested in receiving reimbursements for the USDA Foods used for emergency services, the 292-A form is due no later than December 19, 2011. Email the completed form to Linda.Hubeny@ct.gov

MarketPlace Website Changes: The Shipping and Billing Report is now available on the Market Place. All Recipient Agency logons have changed. You will need to use the BPid for your district. Here's a link to the listing: http://das.ct.gov/FedFood/FDPCustomers_2011.pdf
Your passwords remain the same as before.

WBSCM Catalog:

The WBSCM Catalog will be open soon and will close on March 30, 2012.

WBSCM Training:

FDP will be offering WBSCM ordering and report training in March. We will send out an invitation email in January.

WBSCM Manual: The Web Supply Chain Management (WBSCM) Manual is available on-line: <http://das.ct.gov/FedFood/Home/FINAL%20WBSCM%20Manual.ppt>

PROCESSING

Important Reminder regarding Rebates:

If you are participating in rebates please remember, recipients shall submit rebate applications within 30 days of the close of the month in which the sale was made. If the rebate is <\$25, the recipient can accumulate them and submit them quarterly. Failure to submit rebate applications within the required timeframe may result in the loss of commodity at the processor.

Important Reminder regarding Net Off Invoice:

If you are participating in Net Off Invoice (NOI) please remember, sales verification is required by the federal government. If you haven't verified your sales or don't know how to, please contact our office.

Carryover Balances at the Processor: On November 30, carryover balances at the processors will be transferred from the schools' accounts to the state's name and the commodity will be made available to all schools. Schools should reference USDA policy (FD-040, January 12, 2005) Commodity Inventory Reduction at Further Processors: http://www.fns.usda.gov/fdd/PolicyMemo/pmfd040_SP-FurtherProcessors-Inventory.pdf for when inventory draw down occurs in rela-

tion to the different value pass through methods. Since there may be a delay in inventory draw down at the processor end, please keep this in mind when reviewing inventory balances.

Department of Defense (DOD) Program: On November 30, FDP will assess the entitlement expenditures for all participating districts. For districts with little or no entitlement dollar expenditure, FDP will re-allocate available entitlement dollars to other participating school districts. If you are interested in participating in the DOD Program for SY 2012/13 – make sure to email Linda Hubeny at Linda.Hubeny@ct.gov no later than, December 19, 2011.

USDA Foods Shipment Delays: There've been lots of problems this year with deliveries from USDA. Make sure to run the Requisition Status Report in WBSCM to find the commodities and delivery periods for your school district.

Contracting with a Food Service Management Company (FSMC) - Crediting for the Value of Commodities Received: This information is a reminder for food service management companies and the districts they provide services to.

Below are links to the USDA November 15 file. This should be used when providing the district with the USDA Commodity purchase prices for SY 12 for crediting for the value of USDA Commodity Foods received. The Cheese pricing discounts for Rebates/Fee For Service or Net Off Invoice may be different than the USDA purchase price for the cheese. Both values must be used, the USDA purchase price, which you will find on the Nov 15 file, and the FNS Cheese Pricing for SY12 for commodity processing discounts for the value of the commodity.

Commodity File Report for SY 12: http://www.fns.usda.gov/fdd/pcims/pricing/SY12_Nov15-CommodityFile.pdf

Cheese Discount price for processing is \$1.5465, here's a link to the USDA Memo: http://www.fns.usda.gov/fdd/pcims/pricing/SY12_Cheese-Pricing.pdf

If a portion of the commodity dollars have been allocated to the DOD Program, the value of the produce at time of purchase by DOD is to be credited to the district.