United States Department of Agriculture
Food and Nutrition Service
Mountain Plains Region
1244 Speer Boulevard
Denver, CO 80204-3585

Reply to Attn. of: SP 95-03

JAN 04 1995

Subject: Topical Grouping of School Program (SP) Memoranda from the 11/93 Consolidation through SP 95-02

To: STATE AGENCY DIRECTORS (Child Nutrition Programs) - Colorado ED, Iowa, Kansas, Missouri ED, Montana OPI, Nebraska ED, North Dakota, South Dakota, Utah, Wyoming ED

We are attaching a "topical grouping" index of SP memoranda that have been issued commencing with all the memoranda in the SP 94-Consolidation of our SP Memoranda series on November 8, 1993, and running through SP 95-02, issued November 17, 1994. This index aims to provide assistance in locating SP memoranda within certain broad topics or categories, and replaces the one which was issued as part of the SP 94-Consolidation.

Please note that all the memoranda are indexed, and all are current **except** SP 94-58, Coordinated Review Guidance - Draft Guidance on Follow-up Reviews, Fiscal Action from Follow-up Reviews, and Withholding Payments, issued December 29, 1993, which is **obsolete**, and should be discarded. The final (and current) version of this guidance was issued as an attachment to SP 94-78, dated September 15, 1994.

We hope this index proves useful to you. Please contact our office if you have any questions.

Ann C. DeGroat

ANN C. DEGROAT
Regional Director
Child Nutrition Programs

Attachment

**TOPICAL GROUPING OF SCHOOL PROGRAM MEMORANDA**
**FROM 11/93 CONSOLIDATION THROUGH SP 95-02**

Note: "*" indicates those memoranda issued since the 11/93 Consolidation.

1. **Financial Management**
   Procurement (**C-1 - C-4**)
   * Letter to Institutions Regarding Debarment and Suspension (**94-64**)
   * Cost Plus Percentage of Cost Contracting (**94-67**)
   * Buy American Requirement--A Reminder [1] (**94-75**)
   * Buy American Requirement: A Reminder [2] (**94-79**)
   School Food Service Account-Appropriate Uses and Disposition of (**C-5 - C-7**)
   Sales Agency in the Lunch Room (**C-8**)
   Electronic Transmission of Official Information (**C-9 - C-10**)
   60/90 Day Claim Submission Deadline (**C-11**)
   Food Service Management Companies (**C-12 - C-16**)
   Audit Requirements for School Food Authorities (**C-17 - C-20**)
   * Audit Requirements--A Detailed Summary (**94-74**)
   * 7 CFR 3051 - Audits of Institutions of Higher Education (**94-63**)
   * Audit Requirements for Schools, etc. Administered Directly by the BIA (**95-02**)

2. **Coordinated Review Effort, Including Fiscal Action (C-21 - C-26)**
   * **[Obsolete]** Draft Guidance on Follow-Up Reviews and Fiscal Action (**94-58**)
   * Review Guidance--Revised Pages 1-2 and 5-3 (**94-59**)
   * CRE Review Cycle Options Clarified, Final CRE Interim Rule Issued (**94-65**)
   * Revised Pages of 1993 Guidance/Final Version of Follow-up Guidance (**94-78**)
   * New Draft Guidance Pages 3-14a and 3-14b (**94-80**)

3. **Agreements Between State Agency and School Food Authority (C-27 - C-28)**

4. **Meal Service**
   Commercially Prepared Food Items Containing Meat (**C-29**)
   * Inspection of Fresh Meat/Poultry Tacos from Restaurants (**94-72**)
   Secondary Students Attending College (**C-30**)
   Varying Reduced Price Charges (**C-31**)
   Offer Versus Serve--Preplated Meals (**C-32**)
   Yogurt Not a Meat/Meat Alternate (**C-33**)
   Offer Versus Serve--Common Problems (**C-34**)
   Meal Substitutions--Handicapped Children (**C-35**)
   * FNS Instruction 783-2 Meal Substitutions for Medical Reasons--New (**95-01**)
   * Healthy Meals Initiative (**94-70**)
   * Food Resource Network (Chefs') Initiative (**94-71**)

5. **Program Participation by Schools and Institutions--Special Circumstances**
   Homeless Shelters in the Special Milk Program (**C-36**)
   Temporary Shelter Residential Child Care Institutions (**C-37**)
   Afterschool Meal Supplements (**C-38**)
   Split-Session Pre-Kindergarten (**C-39**)
   Head Start Programs (**C-40**)

6. **Eligibility Determination for Free and Reduced Price Benefits**
Applications--Regular Prototypes, and Foreign Translations (**C-41**)
Direct Certification (**C-43 - C-44**)
Confidentiality of F/RP Information (**C-45**)
* Confidentiality of F/RP--Non-program Purposes for Release (**94-62**)
Homeless Children's Documentation (**C-46**)
Lost/Stolen Tickets--Additional Guidance (**C-47**)
Calculating Weekly Income on F/RP Applications (**C-48**)
Categorical Eligibility Includes FDPIR (**C-49**)
Eligibility Determinations Streamlined for Emergency/Disaster Situations (**C-50**)
Income Excluded from Eligibility Consideration--HHS Child Care Payments (**C-51**)
* Eligibility Determinations for "Subsidized Adoption" (**94-57**)
* Special Certification--Provision 2 (**94-61**)
* Special Certification--Provision 2--Further Guidance (**94-73**)

7. **Other Administrative Policies at the School Food Authority Level**
On-Site Reviews Performed Annually by the SFA--Clarification (**C-52**)
* SFA Monitoring Responsibilities--A Reminder (**94-76**)
Decreased F/RP Benefits--Deadline for Updating Benefit Issuance (**C-53**)
" . . . And Justice for All" Posters and "Religion" (**C-54**)
* Civil Rights Complaint Procedures (**94-68**)

8. **Native American Schools: Dietary and Other Information** (**C-55**)
* [see also Audit Requirements for BIA Schools, 95-02]

9. **Income Eligibility Guidelines**
School Year 1993-1994 (**C-56**)
* School Year 1994-1995 (**94-66**)

10. ***Questions and Answers***
* Policy Guidance Questions and Answers [1] (**94-69**)
* Policy Guidance Questions and Answers [2] (**94-77**)