

CHILD NUTRITION PROGRAM STATE 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 USDA to waive requirements for State agencies or eligible service providers under certain circumstances. When requesting the waiver of statutory or regulatory requirements for the Child Nutrition Programs (CNPs), 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), State agencies and eligible service providers should use this template. State agencies and eligible service providers should consult with their FNS Regional Offices when developing waiver requests to ensure a well-reasoned, thorough request is submitted. State agencies and 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 provide submitting waiver request and responsible State agency staff contact information:

Northwest Louisiana Food Bank
Child Nutrition Programs
Martha Marak
Executive Director
2307 Texas Avenue
Shreveport LA 71103
318-675-2400 x 103
mmarak@foodbanknla.org

2. Region: Southwest Region

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

The Northwest Louisiana Food Bank's waiver request is for all participating SFSP facilities. The Northwest Louisiana Food Bank is in good standing.

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(I)(2)(A)(iii) and 12(I)(2)(A)(iv) of the NSLA]:

The Northwest Louisiana Food Bank is requesting a waiver for the SFSP flexibility that was rescinded by FNS on October 11, 2018 as part of SFSP 01-2019 *Summer Food Service Program Memoranda Rescission*. The impact and challenges faced as a result of the rescinded flexibilities and policies to the Food Bank are detailed below.

The Northwest Louisiana Food Bank provides services across 7 parishes in Northwest Louisiana. The Northwest Louisiana Food Bank operates sites within a large geographic area with many sites in remote and rural communities being the only SFSP non-school authority in the parish.

In Program Year 2018, the majority of sites were returning sites from the previous year. This means that only a small amount of sites are new to the program. Additionally, many of the sites operate year-round through the At-Risk Afterschool program sites. The waiver has allowed the Northwest Louisiana Food Bank to transition seamlessly from CACFP to SFSP with minimal administrative costs. Requiring the Northwest Louisiana Food Bank to visit each site within their first week of site operation unduly increases the administration costs for many sites that are operating year-round programs. This waiver will allow the Northwest Louisiana Food Bank to have cost savings on experienced returning sites and focus more time and resources on program integrity through more in-depth and technical assistance to new sites during the first week visit.

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

The Northwest Louisiana Food Bank is requesting a waiver use of the first-week site visit requirements for SFSP sponsors that have operated successfully in the previous year.

7 CFR 225.15(d)(2) Sponsors shall visit each of their sites at least once during the first week of operation under the Program and shall promptly take such actions as are necessary to correct any deficiencies.

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

The Northwest Louisiana Food Bank is requesting the ability to waive the first-week site visit requirement for experienced sponsors with sites that operated successfully during the previous year and had no serious deficiency findings or participated successfully in the Child and Adult Care Food Program (CACFP). The Northwest Louisiana Food Bank will

continue to monitor sites within the first four weeks of operations and will maintain regular site monitoring and follow up reviews.

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

Previously, the Northwest Louisiana Food Bank has not needed to address any regulatory barriers as these flexibilities were in place.

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

The Northwest Louisiana Food Bank does not anticipate these waivers will present any challenge because these flexibilities have already been implemented and are in place. In fact, this waiver will decrease the challenges faced by the Northwest Louisiana Food Bank to continue to operate a large number of SFSP sites.

The challenges the Northwest Louisiana Food Bank may face if the waiver is not approved include:

- Increased burden to the Northwest Louisiana Food Bank staff costs to update training materials, monitoring materials re-train site staff, hire additional staff and monitor compliance for the rescinded flexibility.
- Loss of summer meal sites due to increased administrative burden to conduct site visits at each site during the first week of operations leads to fewer meals available to children.
- Increased administrative labor costs for the Northwest Louisiana Food Bank in conducting the first week site visits.
- Increased labor costs will result in fewer funds available to purchase high quality food.

These impacts may result in the Food Bank significantly reducing program expansion across Northwest Louisiana. In many cases, the Northwest Louisiana Food Bank is the only non-profit sponsor operating in the area. As a result, this will decrease access to the program, decrease meals served to children, and ultimately increase childhood hunger in Louisiana.

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]:

The Northwest Louisiana Food Bank does not anticipate this waiver will increase the overall cost of the program to the Federal government. The waiver will continue to the Northwest Louisiana Food Bank to ensure access to meal service sites.

10. Anticipated waiver implementation date and time period:

To be effective with the start of FY 2019 and approved for a period of three years. If FNS chooses not to grant waivers for more than one or two years, that would be acceptable.

11. Proposed monitoring and review procedures:

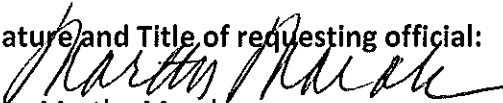
The Northwest Louisiana Food Bank will continue to follow their standard SFSP review procedures.

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

The Northwest Louisiana Food Bank will provide FNS with required reports, including review finding and technical assistance provided and surveys showing the impact of the Northwest Louisiana's Summer Food Service Program. This information will be available annually.

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

14. Signature and Title of requesting official:



Name: Martha Marak

Title: Executive Director of the Northwest Louisiana Food Bank

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(I)(1)(A)(ii) of the NSLA

- **Regional Office Analysis and Recommendations:**