

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 (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), 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. State agency submitting waiver request and responsible State agency staff contact information:**
Ohio Department of Education
Office of Nutrition
Brigette Hires, Administrator
25 S. Front St.
Columbus, Ohio 43215
614-425-9560
Brigette.Hires@education.ohio.gov
- 2. Region: Midwest**
- 3. Eligible service providers participating in waiver and affirmation that they are in good standing:** Jefferson Township Schools IRN:048686

4. Description of the challenge the State agency 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]:

We would like to renew a new CEP base year for 2024-2025. There was a misunderstanding as to when our previous base year was. On April 8, 2024 our superintendent was put on paid administrative leave pending an investigation into the performance of his duties by the BOE.

We have not had a food service director for over a year.

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

7 CFR 245.9(f)(4)(i), Direct Certification after April 1 on 04/19/2024.

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

We just finished a CEP cycle and we would like to continue with that. Switching students to self pay would be devastating to our students at this time. It would be hard to communicate, last minute, to parents to have paperwork completed for free meals. The majority of our students are low income. Direct Cert will be ran before 4/1/2025.

Attachment A

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]: N/A

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

It would be hard to communicate last minute to parents to complete paperwork for students for free lunches. Most of our district is low income.

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]:

Our students would still have the same qualifications, no increase.

10. Anticipated waiver implementation date and time period:

SY2024-2025

11. Proposed monitoring and review procedures:

There will be a calendar reminder and will keep notes when CEP expires.

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

We will make sure the CEP date is collected before April 1, 2025. Our new superintendent will be leading a team that will review direct CERT monthly. In June of 2024 he successfully completed the requirements for manager certification in Food Protection through the Ohio Department of Health.

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]:

14. Signature and title of requesting official:

Rusty Clifford, Ph.D.

Superintendent