

SY 2012 – 2013
NH Department of Education
Bureau of Nutrition Programs and Services (BNPS)
Timeline for the National School Lunch Program (NSLP)
http://education.nh.gov/program/nutrition/nslp_application.htm

All CLAIMS for reimbursement are due to BNPS by the **10th** of each month

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| August 2012 | <ul style="list-style-type: none"> ✓ TRAINING: NSLP Annual Professional Development Conference; scheduled August 8, 2012 at Merrimack Valley High School in Penacook ✓ Submit Summer Food Service Program (SFSP) claims to the BNPS by August 10th ✓ If not already done, submit NSLP application to participate |
| September 2012 | <ul style="list-style-type: none"> ✓ TRAINING: Verification; date and location TBA ✓ Verification documents are posted on the BNPS web page for downloading ✓ Food Safety Inspection letter mailed to each SAU/RA ✓ Submit any final SFSP claims to the BNPS by August 10th |
| October 2012 | <ul style="list-style-type: none"> ✓ TRAINING: New Food Service Director Training at the Department of Education on Wednesday, October 17, 2012; <i>*Registration required</i> ✓ TRAINING: SAU responsibilities when contracting with a Food Service Management Company (FSMC); date and location TBA ✓ The completed Food Safety Inspection report for each SAU, per school, is due to the BNPS by October 19th ✓ A waiver request for Verification effort completion is due to the BNPS by October 28th ✓ ACCUCLAIM (school monitoring) documents posted on the BNPS website for downloading; the documents must be completed prior to February 1 |
| November 2012 | <ul style="list-style-type: none"> ✓ The Verification of Income Eligibility Applications process must be completed by November 15th, unless a waiver was requested and approved by the State agency |
| December 2012 | <ul style="list-style-type: none"> ✓ Verification of Income Eligibility Applications process must be completed by December 15th if a Verification request waiver was granted ✓ School Food Authority Verification Summary Report due to the BNPS by December 31 |
| January 2013 | <ul style="list-style-type: none"> ✓ The ACCUCLAIM process is completed by February 1st and the information is kept on file at the SAU |
| February 2013 | <ul style="list-style-type: none"> ✓ SFSP training announcement and invitation; date and location TBA ✓ Submit the January claim to the BNPS by February 6 |
| March 2013 | <ul style="list-style-type: none"> ✓ TRAINING: Summer Food Service Program (SFSP) Annual Training; date and location TBA ✓ National Nutrition Month |
| April 2013 | <ul style="list-style-type: none"> ✓ TRAINING: Fresh Fruits and Vegetables Program (FFVP); date and location TBA ✓ <i>Save the date:</i> August NSLP Annual Professional Development Conference; date and location TBA ✓ FFVP invitation to participate notification; applications are due in May |
| May 2013 | <ul style="list-style-type: none"> ✓ [NEW: SY 2013-2014] SFSP application for participation must be completed on-line by June 15th ✓ [NEW: SY 2013-2014] FFVP application to participate must be completed on-line by May 10th |
| June 2013 | <ul style="list-style-type: none"> ✓ [NEW: SY 2013-2014] The NSLP application for participation must be completed on-line; date of completion TBA ✓ Register to attend the August NSLP Professional Development Conference; date and location TBA |
| July 2013 | <ul style="list-style-type: none"> ✓ Deadline to register for the August training: NSLP Annual Professional Development Conference ✓ SFSP claims must be submitted to the BNPS by July 10th |

Please note: A new application and claiming system is being developed for the BNPS and will be ready for the SY 2013-2014.