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Healthy Communities of the Capital Area

Local Food for Local Schools  
Reimbursement Program Info Session

**January 21, 2022**



**healthy  
communities**  
OF THE CAPITAL AREA



**NATIONAL  
FARM to SCHOOL  
NETWORK**

MAINE

*making connections ~ improving lives*

# History of the Local Produce Fund in Maine

Local Produce Fund “Established” 2001

Created a Mechanism for Reimbursement for farm direct purchases

Supported small growers

Maximum \$1,000/yr

First come, first served

The Local Produce Fund is established within the Department of Education. The fund is authorized to receive revenue from public and private sources. The fund must be held separate and apart from all other money, funds and accounts. Any balance remaining in the fund at the end of the fiscal year must be carried forward to the next fiscal year. The fund must be used to match \$1 for every \$3 a school administrative unit pays for produce or minimally processed foods purchased directly from a farmer or farmers' cooperative in the State, to a maximum state contribution of \$1,000. At the end of the fiscal year, the school administrative unit may provide the department with receipts documenting purchases pursuant to this subsection during that year. For purposes of this subsection, "minimally processed" means only the washing, cleaning, trimming, drying, sorting and packaging of food items or a combination of those activities. Reimbursement or partial reimbursement to school administrative units may only be made up to the amount available in the fund. Failure to reimburse does not constitute an obligation on behalf of the State to a school administrative unit.

MRS Title 20-A §6602



# History of the Local Produce Fund in Maine

## Local Produce Fund Updated 2019

### Local Produce Fund is FUNDED

- Staff Member
  - administer funds
  - provide trainings
  - manage Harvest of the Month program

### 2020-21 Fiscal Note \$501,611

- Staff Member \$97,091
- Reimbursement & Training \$430,000

Provides ongoing funds for one Education Specialist III position to administer the Local Produce Fund established pursuant to the Maine Revised Statutes, Title 20-A, §6602, subsection 12. This position will also provide training to food staff and outreach to local farmers as well as manage the new program promoting seasonally available local products.

Provides ongoing funds to provide a \$1 match for every \$3 a school administrative unit pays for produce or minimally processed foods purchased directly from a farmer, farmers' cooperative or local food hub in the State pursuant to the provisions established in the Maine Revised Statutes, Title 20-A, §6602, subsection 12. Funds appropriated for this purpose do not lapse but must be carried forward into the next fiscal year to be used only to support the provisions of the Local Produce Fund as established in Title 20-A §6602



# History of the Local Produce Foods Fund in Maine

## Local Produce Fund Updated 2021

### Expanded to become the Local Food Fund

- allows purchase of value-added dairy and protein
- allows purchases from food processors and broadline distributors who operate in the state
- increases cap to a max of \$5,000 per SAU
- additional \$500 if a food service employee attends a local foods training
- creates a provision for DOE to accept funds from private sources and encourages them to seek additional funds from federal sources to reimburse above the \$5,000 threshold

The fund must be used to match \$1 for every \$3 a school administrative unit pays for produce, value-added dairy, protein, or minimally processed foods purchased directly from a farmer, farmers' cooperative, local food hub, local food processor, or food service distributor in the State, to a maximum state contribution of \$5,000 per school administrative unit in fiscal year 2021-22, and subsequent years or \$5,500 per school administrative unit if funding is received and the school administrative unit if funding is received and the school administrative unit sends a food service employee to local foods training administered by the department under subsection 13. All foods purchased using the fund must be grown or produced in the State.

The department shall apply for federal grant funding to provide state contributions in excess of \$5,000 per school administrative unit in fiscal year 2021-22 and subsequent years pursuant to this subsection if applicable grant funding is available. The department may accept grant funding from hospitals and other sources to provide state contributions in excess of \$5,000 per school administrative unit in fiscal year 2021-22 and subsequent years pursuant to this subsection.

Title 20-A §6602



## Local Foods Procedures for Claiming

### Sponsor Directions:

- Log into CNPWeb
- Select Program Year
- From the Sponsor Summary Pg. go to the Claims Tab



- From the "Sponsor Claim" line. Click the pen.



- At the bottom of the "Sponsor Claim" page, question 21. Is where the Sponsor enters their Local Foods amount. The amount is 1/3 of the receipts. Receipts must be uploaded for State approval.

#### Local Foods Fund

21. I hereby submit receipts on the Checklist tab for produce, value-added dairy, protein or minimally processed foods purchased directly from a farmer or farmers' cooperative, local food hub, local food processor or food service distributor in the State of Maine and used in the School Food Service Program. The produce was not offered in the Federal Fresh Fruit Vegetable Program.  
Enter 3% of Receipt total: \$

- It this time receipts are to be uploaded at the "Checklist Tab" – "Off-Line Forms". The claim month will be listed. Use the "Action" Upload icon on the left to load receipts. There is also a Summary Page under "Downloads" in Excel or PDF to be printed, filled out and uploaded with your receipts.



- After you have completed uploading the documents, a date will appear when sent to the Sate for review.



Local Foods Summary		
Claim Month: _____		
Sponsor: _____		
Date:	Supplier Name:	\$ Amount
Total Sum of Receipts		\$ -
Total Amount of Reimbursement ( \$1.00 for every \$3.00 purchased)		\$ -



## So, How's it Going?

### Unintended Consequences

- Broadline Distributors
- Border Schools
- Schools with Limited Capacity

### Participation

- SY21 \$27,905 to 44 districts
- SY22 \$67,917 to 60 districts from 71 farms and 3 distributors

### Audit

- DOE verifies that submissions/receipts are from ME producers



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