



**#087-21**

**Commonwealth of Virginia**  
**Virginia Department of Education**  
Superintendent's Memo #087-21

DATE: April 2, 2021  
TO: Division Superintendents  
FROM: James F. Lane, Ed.D., Superintendent of Public Instruction  
SUBJECT: **Fiscal Year 2021 State Funding for Breakfast Incentive Payments**

The Virginia General Assembly appropriated lottery funds for state fiscal year 2021 (FY21) for the incentive program for improved student participation in the school breakfast program. The incentive funding is available to any local school food authority (SFA) that increased, per student, breakfast participation from August 2019 through March 2020, above the baseline established in school year 2003-2004. Each school division's baseline is unique to its base year breakfast participation.

The level of funding is \$0.22 for each breakfast meal served above the base year number of breakfast meals served per student for each division. For FY21, actual student breakfast meal counts from August 2019 through March 2020 were compared to the base year to determine the level of entitlement earned. Therefore, SFAs may have a reduced entitlement or receive no funding this year due to the decreased number of meals served in the school breakfast program last school year. The attached spreadsheet (Attachment A) shows the total incentive entitlement earned for each school division for FY21.

However, local school divisions are receiving state funds in FY21 based on the No Loss amendment to the 2020-2022 biennial budget and can allocate a portion of those funds to the school nutrition program fund to help make up for reduced state breakfast incentive funding. Please refer to [Superintendent's Memo #060-21](#) (PDF) for additional information.

The current funding appropriation will be paid via electronic data interchange (EDI) on a semi-monthly recurring basis, which began on January 31, 2021. The payments appear on the EDI notice as “State School Breakfast Incentive Funds revenue source code 240347.”

These funds must be credited to the school nutrition program account and may not be used for any other purpose. The school nutrition program financial reports, submitted annually to the Virginia Department of Education, will be monitored to determine compliance with this provision. Additionally, the state No Loss funds may be used in school nutrition programs to assist in mitigating reduced funding in FY21.

In order to receive funding, each school division superintendent or designee must sign and return a certification statement (Attachment B) by Friday, April 9, 2021. Any division that does not complete the certification statement and does not reflect the deposit of the incentive funding to the school nutrition account, based on their financial report, will be required to return the funds directly or have the funds recovered through a future payment. The signed certification statement should be sent to [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov).

### For more information

Please direct all questions regarding the school breakfast program to Dr. Sandy Curwood, RDN, Director of School Nutrition Programs, via email at [Sandra.Curwood@doe.virginia.gov](mailto:Sandra.Curwood@doe.virginia.gov). Questions regarding the school breakfast incentive formula should be directed to the budget office staff via email at [DOEBudgetOffice@doe.virginia.gov](mailto:DOEBudgetOffice@doe.virginia.gov).

JFL/SCC/CEJ/cc

- A. Attachment: [Total Incentive Entitlement for School Breakfast](#) (XLSX)
- B. Attachment: [Fiscal Year 2021 Certification Statement](#) (DOCX)