



Arkansas Department of Education

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Sarah Huckabee Sanders
Governor

Jacob Oliva
Secretary

MEMORANDUM

TO: ALL 2024 SFSP PARTICIPANTS
FROM: ADE/OEC/HNU
DATE: 03/08/2024
SUBJECT: NONPROFIT FOOD SERVICE, NONPROFIT FOOD SERVICE ACCOUNT, AND NET CASH RESOURCES TRACKER



Our goal as a State Agency is to ensure that your USDA Summer Food Service Program is successful! With this said, the HNU team has created a Nonprofit Food Service, Nonprofit Food Service Account, and Net Cash Resources Tracker and video to assist you on how to account for your SFSP expenses and the funding you used to purchase those expenses in accordance with the requirements per [7 CFR §225.15\(a\)\(4\)](#) and per [7 CFR §225.2](#).

Please click on the link below to access the SFSP Budget Tracker:

<https://snp.ade.arkansas.gov/PDF/Application%20Forms%20-%20SFSP/SFSP%20BUDGET%20TRACKER.xlsx>

The Nonprofit Food Service, Nonprofit Food Service Account, and Net Cash Resources Tracker training video may be viewed at the following link:

<https://youtu.be/f5a01KObOaw>

Important reminder, the tracker must be completed each month, and it must be readily available for the State Agency to review. You are required to submit the front page of the tracker and upload it to the 2024 application for approval of the application. If you have questions or concerns regarding this memorandum, do not hesitate to contact your Application Coordinator.

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It is highly recommended that you keep a copy of this MEMORANDUM on file for quick and easy reference. A copy is also available in the resource library under 2024 Mass Alerts. If you have any questions regarding this memo, please contact your Application Coordinator at: 501-682-8869.