



Memo Code: SP 13-2006

**United States
Department of
Agriculture**

February 22, 2006

Food and
Nutrition
Service

SUBJECT: State Agency Ameliorative Action Plans for Verification Results

TO: Regional Directors
All Regions
Child Nutrition Programs

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Center Drive
Alexandria, VA
22302-1500

We have been asked to extend the due date for the ameliorative action report which is part of the verification reporting requirement under 7 CFR 245. Under Section 245.11(i), the consolidated file reporting the school food authority (SFA) Verification Summary for each SFA in the State agency, and the ameliorative action report are both due to FNS by April 15, each year. However, we realize that State agencies may require additional time to analyze the verification data and develop an appropriate ameliorative action plan. Therefore, we are providing an automatic 60 day extension to all State agencies for submission of the ameliorative action report ONLY. The consolidated SFA Verification Summary data report covering verification activity for School Year 2005-2006 is still due to FNS by April 15, 2006. However State agencies may have until June 14, 2006, to submit the ameliorative action report. State agencies do not have to request the extension; however, if they intend to take advantage of the extension, they should notify us of their intent at the time the consolidated data file is submitted.

We will evaluate the need for providing a similar extension for the 2006/2007 reporting cycle after this year's cycle. If you have questions, you may contact Susan Fouts at 703-305-2881, or by email at Susan.Fouts@fns.usda.gov.

A handwritten signature in cursive script that reads "Stanley C. Garnett".

STANLEY C. GARNETT
Director
Child Nutrition Division