

How to Complete the USDA Paid Lunch Equity Tool

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Child Nutrition
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Paid Lunch Equity

- Section 205 of the 2010 Child Nutrition Reauthorization Act: *Equity in School Lunch Pricing*
- Ensures equity in the level of financial support to the school food service account for paid lunches
- This provision applies only to lunches

Paid Lunch Equity

- USDA issues a target price each year
- Based on the difference between the reimbursement rate for free meals and the reimbursement rate for paid meals
- SY 2021 Target Price is \$3.09

Is My District Required to Complete the PLE Tool?

You are not required to complete the PLE tool if the SFA:

1. Has implemented CEP district-wide
2. Is already charging a weighted average that meets or exceeds the requirement
3. Has a positive CBB as stated in NEO as of December 31, 2019

Paid Lunch Equity Tool

The PLE tool calculates:

- Weighted average paid lunch price based on what you charged for SY 2020
- Required weighted average paid lunch price increase for SY 2021
- Required non-federal contribution required (if needed)

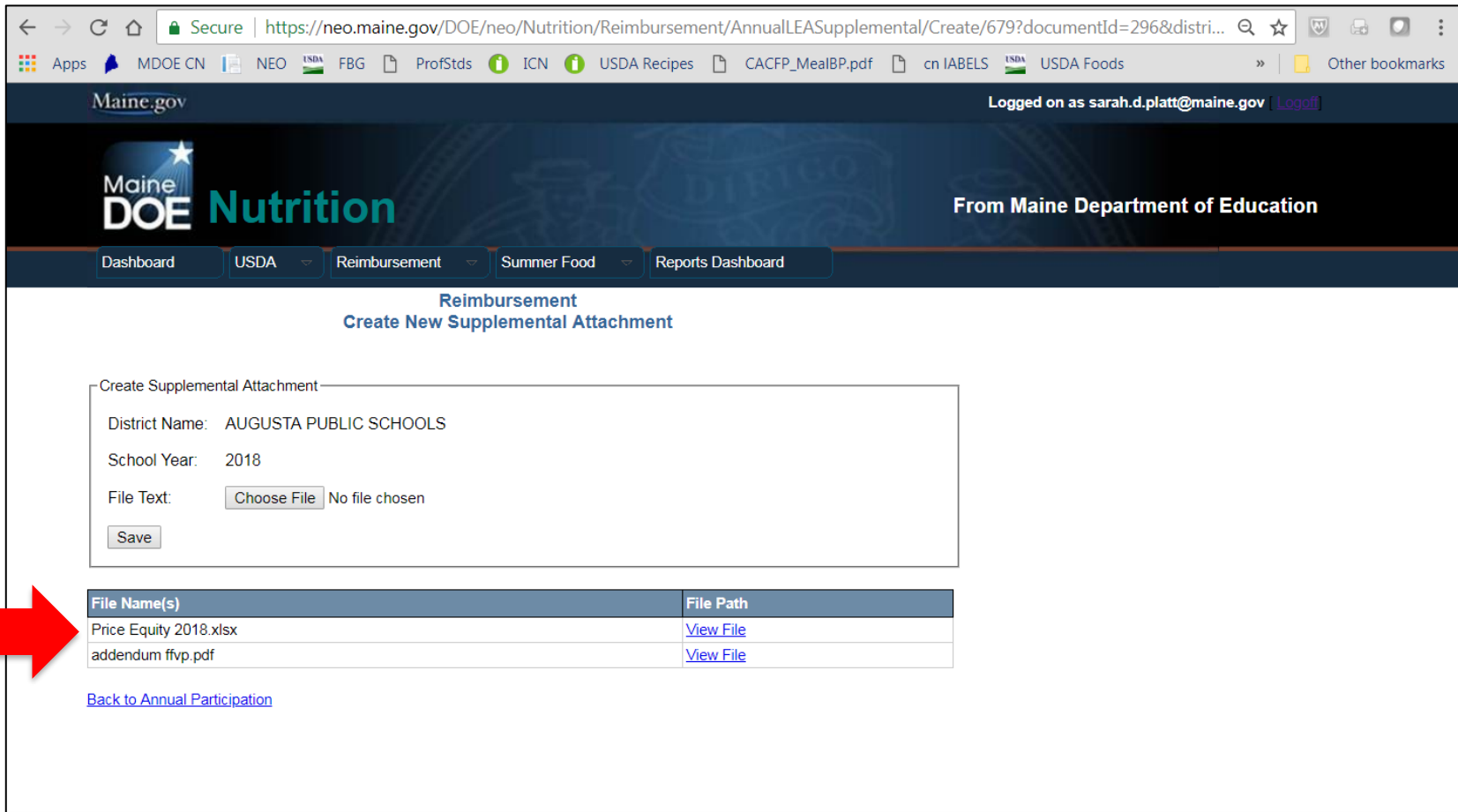
Getting Started

You will need:

1. The unrounded price requirement for the completed PLE tool from the *current* school year (SY 2020)
2. The current tool for the upcoming year (SY 2021)

Getting Started

Completed tool in NEO



The screenshot shows a web browser window with the URL <https://neo.maine.gov/DOE/neo/Nutrition/Reimbursement/AnnualLEASupplemental/Create/679?documentId=296&distri...>. The browser's address bar shows the page is secure. The page header includes the Maine.gov logo and the text "Maine DOE Nutrition" and "From Maine Department of Education". The user is logged in as sarah.d.platt@maine.gov. The navigation menu includes Dashboard, USDA, Reimbursement, Summer Food, and Reports Dashboard. The main content area is titled "Reimbursement Create New Supplemental Attachment".

Below the title, there is a form titled "Create Supplemental Attachment" with the following fields:

- District Name: AUGUSTA PUBLIC SCHOOLS
- School Year: 2018
- File Text: Choose File No file chosen
- Save button

Below the form, there is a table with two columns: "File Name(s)" and "File Path". A red arrow points to the first row of the table.

File Name(s)	File Path
Price Equity 2018.xlsx	View File
addendum ffvp.pdf	View File

At the bottom of the page, there is a link: [Back to Annual Participation](#)

Getting Started

Download the SY 2021 PLE tool

<https://www.maine.gov/doe/schools/nutrition/financial/schoolmealpricing>

Home → Maine Schools → Child Nutrition → Financial Information → Student and Adult Pricing and Charging

Programs
Online Claims
Student Eligibility & Applications
Financial
Legal References
Contacts and Events

Student and Adult Pricing and Charging

Paid Lunch Equity

In Section 747 of Division B of the Further Consolidated Appropriations Act, 2020 (P.L. 116-94) (the Appropriations Act), enacted on December 20, 2019, Congress provides that only school food authorities (SFAs) that had a negative balance in the nonprofit school food service account as of December 31, 2019, shall be required to establish prices for paid lunches according to the Paid Lunch Equity (PLE) provisions in Section 12(p) of the Richard B. Russell National School Lunch Act, 42 U.S.C. 1760(p) and implemented in National School Lunch Program regulations at 7 CFR 210.14(e). Consistent with the terms of the Appropriations Act, this memorandum provides notice that any SFA with a positive or zero balance in its nonprofit school food service account as of December 31, 2019, is exempt from PLE pricing requirements found at 7 CFR 210.14(e) for school year (SY) 2020-21. SFAs that had a negative balance in the nonprofit school food service account as of December 31, 2019, must follow PLE requirements when establishing their prices for paid lunches in SY 2020-21. The PLE tool was distributed to State Agencies via email.

School Food Authorities that charge students are required to price paid meals on an average, equal to the difference between free meal reimbursement and the paid meal reimbursement.

Schools that currently charge less for meal prices than the amount needed to create paid lunch equity are required to:

1. gradually increase their prices over time until they meet the requirement or
2. supplement their food service operating funds with non-federal funds to ensure equity or
3. a combination of increasing their prices and supplementing with non-federal funds.

- [Paid Lunch Equity Tool SY 2021 \(xls\)](#)
- [Paid Lunch Equity Tool Guidance SY 2021 \(pdf\)](#)
- [Paid Lunch Equity Tool SY 2020 \(xls\)](#)
- [Paid Lunch Equity Tool Guidance SY 2020 \(pdf\)](#)
- [Paid Lunch Equity Tool Webinar](#)
- [Paid Lunch Equity Tool PowerPoint \(pdf\)](#)
- [Regulations regarding Equity in School Lunch Pricing](#)



IMPORTANT!



Cells shaded this color designate data entry cells. The SFA must enter the applicable data in these cells for the tool to calculate the requirements

If the tool will not let you enter data, it is probably because you are trying to enter information into the WRONG cell.


- There are tabs along the bottom of the excel tool
- You do NOT have to complete them all

B9 X ✓ fx Note: Above prices are based on adjusting


Step 1	
Enter the SY 2019-20 Unrounded Price Requirement in the box below	SY 2020-21 Weighted Average Price Requirement
<i>This is found in Section 1: Box A of the SY 2019-20 REPORT from the SY 2019-20 tool or below (Price 2)</i>	Requirement price to the nearest cent
\$ 3.00	\$ 9
<p>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus Consumer Price Index (2.94%)</p>	

[PLE Guidance](#) |
 [Instructions](#) |
 [Unrounded Requirement Finder](#) |
 [SY 20-21 Price Calculator](#) |
 [SY 20-21 NonFede](#)

Unrounded Requirement Finder tab

Step 1	
Enter the SY 2019-20 Unrounded Price Requirement in the box below	SY 2020-21 Weighted Average Price Requirement
<i>This is found in Section 1: Box A of the SY 2019-20 REPORT from the SY 2019-20 tool or below (Price 2)</i>	Requirement price to the nearest cent
\$ 3.00	
<i>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus the Consumer Price Index (2.94%)</i>	

Complete if you do NOT know your SY 2019-20

Instructions Unrounded Requirement Finder 

- “Step 1”: Enter the previous year’s price requirement from SY 2020 completed PLE Tool

Unrounded Requirement Finder tab

Annual Unrounded Requirement Finder			
Enter the SY 2010-11 Weighted Average Price below			
<i>** The weighted average price for SY 2010-11 is the weighted average of all paid lunch prices charged in the SFA</i>			
SY 2010-11 Weighted Average Price	Unrounded Price Requirements		
	Price 1: SY 2018-19 Requirement price to the nearest cent	Price 2: SY 2019-20 Requirement price to the nearest cent	
	\$ -	\$ -	
SY 17-18	\$ -		
SY 16-17	\$ -		
SY 15-16	\$ -		
SY 14-15	\$ -		
SY 13-14	\$ -		
SY 12-13	\$ -		
SY 11-12	\$ -		
If you do not know your SY2010-2011 Weighted Average Price CLICK HERE			

Navigation: PLE Guidance | Instructions | **Unrounded Requirement Finder**

If you do not know your prior year's unrounded price requirement, you will calculate it based on the weighted average price from SY 2010-2011 data.



B9 Note: Above prices are based on adjusting

	A	B	C	D
4	Step 1			
5		Enter the SY 2019-20 Unrounded Price Requirement in the box below	SY 2020-21 Weighted Average Price Requirement	
6		<i>This is found in Section 1: Box A of the SY 2019-20 REPORT from the SY 2019-20 tool or below (Price 2)</i>	Requirement price to the nearest cent	
7		\$ 3.00	\$ 3.09	
8	<i>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus the Consumer Price Index (2.94%)</i>			
9	PLE Guidance Instructions Unrounded Requirement Finder			

- Enter the Unrounded Price Requirement from last year into the peach colored cell.
- This will populate the SY20-21 Weighted Average Price Requirement

SY 20-21 Price Calculator tab

This tab is used if you are going to increase prices to meet the requirement

SY 2020-21 Price Adjustment Calculator


[Go to Instructions](#)

SY 2020-21 Weighted Average Price Requirement	
Requirement price to the nearest cent	<i>Optional price requirement</i> ROUNDED DOWN to nearest 5 cent
\$ 3.09	\$ 3.05
<i>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus the Consumer Price Index (2.94%)</i>	

SY 2019-20 Weighted Average Price Calculator

Enter the paid prices and number of paid lunches sold at each price for **October 2019.**

Navigation: PLE Guidance | Instructions | Unrounded Requirement Finder | **SY 20-21 Price Calculator**



SY 2020-21 Price Adjustment Calculator

[Go to Instructions](#)

SY 2020-21 Weighted Average Price Requirement	
Requirement price to the nearest cent	<i>Optional price requirement</i> ROUNDED DOWN to nearest 5 cent
\$ 3.09	\$ 3.05
<i>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus the Consumer Price Index (2.94%)</i>	

SY 2019-20 Weighted Average Price Calculator

Enter the paid prices and number of paid lunches sold at each price for

October 2019.

PLE Guidance

Instructions

Unrounded Requirement Finder

SY 20-21 Price Calculator

- The WAP Requirement is auto-filled & rounded down to the nearest 5 cents
- The “Unrounded Requirement Finder” tab **MUST** be filled out first!



- Determine current weighted average price (WAP)

SY 2019-20 Weighted Average Price Calculator

Enter the paid price and number of paid lunches sold at each price for
October 2019.


	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2019-20 Weighted Average Price
1.	3,958	\$ 2.75	\$ 10,884.50	
2.	1,867	\$ 3.00	\$ 5,601.00	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
TOTAL	5,825		\$ 16,485.50	\$ 2.83

Note: SY 2019-20 Weighted Average Price equal to or above the target price of \$3.09 are compliant for SY 2020-21. \$3.09 is the difference between the Free and Paid lunch prices for SY 2020-21.

[PLE Guidance](#) |
 [Instructions](#) |
 [Unrounded Requirement Finder](#) |
 [SY 20-21 Price Calc](#)

- Enter # of student paid lunches & corresponding paid lunch prices from October 2020

- Now you have the current school year's weighted average price & can compare this with the required price

SY 2019-20 Weighted Average Price Calculator			
Enter the paid prices and number of paid lunches sold at each price for October 2019.			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2019-20 Weighted Average Price
1. 3,958	\$ 2.75	\$ 10,884.50	
2. 1,867	\$ 3.00	\$ 5,601.00	
3.		\$ -	
4.		\$ -	
5.		\$ -	
6.		\$ -	
7.		\$ -	
8.		\$ -	
9.		\$ -	
10.		\$ -	
5,825		\$ 16,485.50	\$ 2.83

Note: SY 2019-20 Weighted Average Price equal to or above the target price of \$3.09 are compliant for SY 2020-21. \$3.09 is the difference between the Free and Paid Lunches for SY 2020-21.

PLE Guidance | Instructions | Unrounded Requirement Finder | SY 20-21 Price Calc

- Scroll down in this tab to view whether you need to increase your price

[Go to Instructions](#)

SY 2020-21 Weighted Average Price Requirement	
Requirement price to the nearest cent	Optional price requirement ROUNDED DOWN to nearest 5 cent
\$ 3.09	\$ 3.05
<i>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus the Consumer Price</i>	

Now you know what your current weighted average price is, and your required price increase (if necessary) with a ten cent cap

SY 2019-20 Weighted Average Price Calculator			
Enter the paid prices and number of paid lunches sold at each price for October 2019.			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2019-20 Weighted Average Price
1.	3,958	\$ 2.75	\$ 10,884.50
2.	1,867	\$ 3.00	\$ 5,601.00
3.		\$ -	
4.		\$ -	
5.		\$ -	
6.		\$ -	
7.		\$ -	
8.		\$ -	
9.		\$ -	
10.		\$ -	
TOTAL	5,825	\$ 16,485.50	\$ 2.83
<i>Note: SY 2019-20 Weighted Average Price equal to or above the target price of \$3.09 are compliant for SY 2020-21. \$3.09 is the difference between</i>			

9.		\$ -	
10.		\$ -	
TOTAL	5,825	\$ 16,485.50	\$ 2.83
<i>Note: SY 2019-20 Weighted Average Price equal to or above the target price of \$3.09 are compliant for SY 2020-21. \$3.09 is the difference between the Free and Paid reimbursement rates for SY 2019-20.</i>			

Total Price Increase for SY 2020-21
\$ 0.22

Required price increase for SY 2020-21 (with 10 cent cap)
\$ 2.93

Remaining increase carried forward to SY 2021-22
\$ 0.12

Remaining credit carried forward to SY 2021-22
\$ -

[Go to SY 2020-21 Report](#)

Step 3 (Optional)

- If you only increase by the 10 cent maximum, this box would tell you the remaining amount of the required increase that carries forward

9.			\$ -	
10.			\$ -	
TOTAL	5,825		\$ 16,485.50	\$ 2.83
<i>Note: SY 2019-20 Weighted Average Price equal to or above the target price of \$3.09 are compliant for SY 2020-21. \$3.09 is the difference between the Free and Paid reimbursement rates for SY 2019-20.</i>				

Total Price Increase for SY 2020-21	
\$	0.22

Required price increase for SY 2020-21 (with 10 cent cap)	
\$	2.93

Remaining increase carried forward to SY 2021-22	
\$	0.12

Remaining credit carried forward to SY 2021-22	
\$	-

[Go to SY 2020-21 Report](#)

Step 3 (Optional)

Pricing Estimation Calculator

If your current WAP was greater than the required amount, this box would tell you how much you can carryover toward a future increase

9.			\$	-	
10.			\$	-	
TOTAL	5,825		\$	16,485.50	\$ 2.83

Note: SY 2019-20 Weighted Average Price equal to or above the target price of \$3.09 are compliant for SY 2020-21. \$3.09 is the difference between the Free and Paid reimbursement rates for SY 2019-20.

Total Price Increase for SY 2020-21	
\$	0.22

Required price increase for SY 2020-21 (with 10 cent cap)	
\$	2.93

Remaining increase carried forward to SY 2021-22	
\$	0.12

Remaining credit carried forward to SY 2021-22	
\$	-

[Go to SY 2020-21 Report](#)

Step 3 (Optional)

If a price increase is necessary, complete Step 3 (scroll down on this tab) to manipulate the prices between the elementary and secondary to reach the desired weighted average price

Step 3 (Optional)

Pricing Estimation Calculator

Below is a tool allowing users to manipulate prices to achieve the required new weighted average price.

	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1.	3,958		\$ -	
2.	1,867		\$ -	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
TOTAL	5,825		\$ -	\$ -

Note: This tool is created to allow the user to only enter the number of paid lunches and the related prices. If any parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality. February 2020

Increase at one level only

Here we increased at only the elementary level to reach the desired weighted average price of 2.93

Pricing Estimation Calculator

Below is a tool allowing users to manipulate prices to achieve the required new weighted average price.

	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1.	3,958	\$ 2.90	\$ 11,478.20	
2.	1,867	\$ 3.00	\$ 5,601.00	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
TOTAL	5,825		\$ 17,079.20	\$ 2.93

Note: This tool is created to allow the user to only enter the number of paid lunches and the related prices. If other parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality. February 2020

Increase at both levels

Here we increased at both levels to reach the desired weighted average price of \$2.93

Pricing Estimation Calculator				
Below is a tool allowing users to manipulate prices to achieve the required new weighted average price.				
	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1.	3,958	\$ 2.85	\$ 11,280.30	
2.	1,867	\$ 3.10	\$ 5,787.70	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
TOTAL	5,825		\$ 17,068.00	\$ 2.93

Note: This tool is created to allow the user to only enter the number of paid lunches and the related prices. If other parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality. February 2020

Non-Federal Calculator

To use non-federal funds instead of raising the paid student lunch price

SY 2020-21 Non-Federal Contribution Calculator

[Go to Instructions](#)

SY 2020-21 Weighted Average Price Requirement	
Requirement price to the nearest cent	Optional price ROUNDED DOWN to nearest 5 cent
\$ 3.09	\$ 3.05
<i>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus the Consumer Price Index (2.94%)</i>	

Current Weighted Average Paid Price

Enter in the current weighted average paid lunch price.
Note: If SFA did not change the weighted average paid lunch price in SY 2011-12, SY 2012-13, SY 2013-14, SY 2014-15, SY 2015-16, SY 2016-17, SY 2017-18 or SY 18-19 enter the SY 2010-11 weighted average price. Otherwise, click the link below.

\$ 2.83 [Click here to determine SY 2019-20 weighted average price](#)

Non-Federal Calculator

Enter your current Weighted Average Price (\$2.83)


SY 2020-21 Non-Federal Contribution Calculator

[Go to Instructions](#)

SY 2020-21 Weighted Average Price Requirement	
Requirement price to the nearest cent	Optional price ROUNDED DOWN to nearest 5 cent
\$ 3.09	\$ 3.05
<i>Note: Above prices are based on adjusting SY 2019-20 price requirement by the 2% rate increase plus the Consumer Price Index (2.94%)</i>	

Current Weighted Average Paid Price
Enter in the current weighted average paid lunch price. <i>Note: If SFA did not change the weighted average paid lunch price in SY 2011-12, SY 2012-13, SY 2013-14, SY 2014-15, SY 2015-16, SY 2016-17, SY 2017-18 or SY 18-19 enter the SY 2010-11 weighted average price. Otherwise, click the link below.</i>
\$ 2.83

[Click here to determine SY 2019-20 weighted average price](#)



Unrounded Requirement Finder | SY 20-21 Price Calculator | **SY 20-21 NonFederal Calculator**

Non-Federal Calculator

- Enter the total number of *annual* paid lunches in the district for SY 2018-19
- Enter the non-federal contribution as reported in NEO SY 12-SY20

Enter annual # of Paid Lunches for SY 2018-19**	TOTAL Price Increase for SY 2020-21	TOTAL SY 2020-21 Annual Non-Federal Source Contribution
47,545	\$ 0.22	\$ 10,459.90
<i>Note: Total price increase for SY 2020-21 is based on the difference between the weighted average price entered above and SY 2020-21 rounded DOWN requirement.</i>		

Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12 through SY 2019-20	Annual Non-Federal Source Contribution Requirement for SY 2020-21
\$ 20,000.00	\$ -

Price Increase Requirement for SY 2020-21 (with \$0.10 cent cap)	SY 2020-21 Annual Non-Federal Source Contribution (with \$0.10 cent cap)

Non-Federal Calculator

Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12 through SY 2019-20	Annual Non-Federal Source Contribution Requirement for SY 2020-21
\$ 20,000.00	\$ -
Price Increase Requirement for SY 2020-21 (with \$0.10 cent cap)	SY 2020-21 Annual Non-Federal Source Contribution (with \$0.10 cent cap)
\$ 0.10	\$ -

Remaining Annual Non-Federal Source Contribution carried forward to SY 2021-22
\$ -

Remaining Credit carried forward to SY 2021-22
\$ 9,540.10

[Go to SY 2020-21 REPORT](#)

is created to allow the user to only enter the annual number of paid lunches and the amount of non-Federal contributed for SY 2020-21. If any other parts of the tool are modified, the user runs the risk of calculating an non-Federal source contribution. Users should not modify the tool's current functionality.

Non-Federal Calculator

Non-Federal Source Contribution Calculator for SY 2020-21		
Enter the total paid lunch count (for all prices).		
<i>**Annual Non-Federal Source funds for SY 2020-21 are estimated based on the ACTUAL lunch count entered below</i>		
of Paid Lunches for SY 2018-19**	TOTAL Price Increase for SY 2020-21	TOTAL SY 2020-21 Annual Non-Federal Source Contribution
47,545	\$ 0.22	\$ 10,459.90
<i>Note: Total price increase for SY 2020-21 is based on the difference between the weighted average price entered above and SY 2020-21 rounded DCLW/N requirement.</i>		



Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12 through SY 2019-20	Annual Non-Federal Source Contribution Requirement for SY 2020-21
\$ 10,000.00	\$ 459.90
Price Increase Requirement for SY 2020-21	Federal Source Contribution (with \$0.10 cent cap)
\$ 0.10	\$ 459.90



Federal Source Contribution carried forward to SY 2021-22
\$ -

NOTE: If information is changed in the tool, the report contents will change.

Section 1: SY 2020-21 Weighted Average Paid Price Requirements

A. SY 2020-21 Weighted Average Price Requirement*: \$3.09

* This price will be entered into the SY 2021-22 tool to
B. Optional Price **ROUNDED DOWN** to nearest \$0.05 cents: \$3.05

Section 2: Amounts Carried Forward to SY 2021-22

Select the SY 2019-20 method used to ensure sufficient funds are provided for PAID Lunches

Average Weighted Price Adjustments

A. Remaining increase carried forward to SY 2021-22:

B. Remaining credit carried forward to SY 2021-22:

Enter in the new average weighted price for SY 2020-21: \$0.00

Non-Federal Source Contributions

C. Remaining Annual Non-Federal Source Contribution carried forward to SY 2021-

Remaining Credit carried forward to SY 2021-22-

Enter the amount of Non-Federal Source

SY 2020-21 REPORT

- Scroll over to the “REPORT” tab
- Weighted average price to use in next year’s PLE tool
- Select the method used from the drop-down
- Summary of the information to justify your price change

Congratulations!

- Save a copy
- Upload a copy in NEO with the Annual Application Packet
 - ‘Supplemental Attachments’

Questions

Sarah Platt

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In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

(Federal statement updated 1/3/2020)

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