



CHILD NUTRITION PROGRAMS **FARM & SEA TO SCHOOL**

Local Foods Webinar

Katie Knowles

Farm & Sea to School Coordinator



Agenda

- State Local Foods Fund (LFF)
- Harvest of the Month (HOM)
- Fishermen Feeding Mainers
- Regional Local Foods Project
- Upcoming Events
 - Maine Harvest Lunch Week
 - Maine Apple Crunch Day
 - National Farm to School Month
 - MEFTI Summit- Register Today!



CHILD NUTRITION PROGRAMS **FARM & SEA TO SCHOOL**

The State Local Foods Fund (LFF)

The State Local Foods Fund (LFF)



MAINE
DEPARTMENT
OF EDUCATION **FARM & SEA
TO SCHOOL**

- Permanent **state** fund
- Reimbursed \$1 for every \$2 spent on eligible local foods!
- Up to \$10,000 in reimbursement annually (July-June)
 - Get \$1,000 extra for attending a DOE Local Foods training!

What's eligible for LFF?

Allowable purchases:

- Locally grown or produced
 - Produce
 - Grain (minimally processed)
 - Beans and legumes
 - Eggs
 - Value-added dairy
 - Fluid milk is NOT allowed
 - Maple syrup and honey
 - 100% juice (pasteurized)
 - Certain processed and value-added food products**

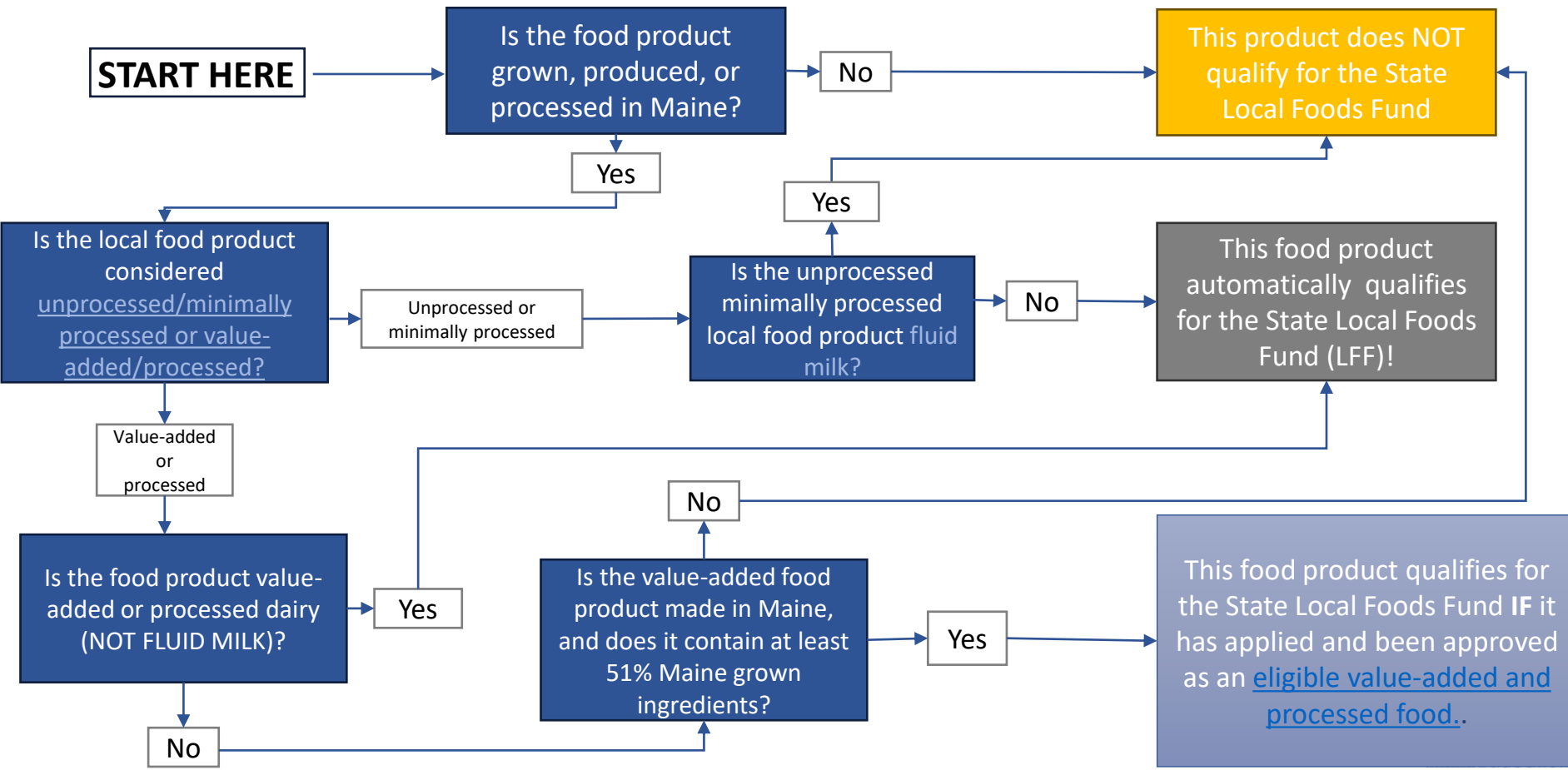




Value-Added and Processed Foods

- Value-added and processed foods are now eligible under the state Local Foods Fund! (LFF)
 - Changed in 2023 as part of new legislation
 - Must contain at least 51% local ingredients
 - Must be processed in the state of Maine
 - Processor must apply through DOE Child Nutrition website
- List of current approved and processed food products can be found on our [Farm & Sea to School Webpage!](#)

Maine State Local Foods Fund (LFF) Eligibility Decision Chart





Where can schools purchase local foods?

- Directly from farmer/producer/fisherman
- Cooperative
- Food Hub
- Local food processor
- Food distributor

Make sure you are sourcing from a reputable producer!

How to Submit a LFF Claim

STATE Local Foods fund BACK in CNP Web this Year!

- Submit in CNP Web along with monthly claim!
- Upload: **2 separate documents:**
 - Claim form- **in EXCEL FORMAT ONLY**
 - Invoices/receipts with claimed items **HIGHLIGHTED** -in **PDF Format!**
- Enter in claim amount

- Ensure you are using the 2025-2026 claim form, as it is new!
- Do **NOT** print it out to fill out- the file must be saved in excel format 😊
- Only fill in yellow cells
- You do NOT need a legal agent signature anymore now that is back in CNP Web!

- Ensure you are using the 2025-2026 claim form, as it is new!
- Do **NOT** print it out to fill out- the file must be saved in excel format 😊
- Only fill in yellow cells
- You do NOT need a legal agent signature anymore now that is back in CNP Web!

Please do not print this page out. It must be submitted in CNP Web in excel format.

Claim Month	September
Sponsor:	RSU 1000

[illegible]

Steps for Completing Claim Form

1. Enter the claim month and your sponsor name as it appears in CNP Web (i.e. RSU 22 or RSU 31/MSAD 31)
2. Enter
 - Date of invoice
 - Supplier name
 - Producer name (if different than supplier)
 - Item description
 - Product category (from dropdown)
 - Amount in dollars

Complete Claim Form

1. Enter claim month and your sponsor name as it appears in CNP Web

School Year 2025-2026
Maine Local Foods Fund Summary Claim Form

Claim Month: September
Sponsor: RSU 1000

Invoice Date	Supplier Name	Producer Name (If different)	Item	Product Category (choose from dropdown list)	Amount \$
9/25/2025	Native Maine	The Good Crust	Pizza Dough	Grains	\$760.00
9/27/2025	Sysco	Passamaquoddy Blueberries	Blueberries	Produce- Fruit	\$62.33

Complete Claim Form

1. Enter the following information:

- Invoice date, supplier name, producer name, item description, product category, amount \$

School Year 2025-2026

Maine Local Foods Fund Summary Claim Form

Claim Month

September

Sponsor:

RSU 1000

Invoice Date	Supplier Name	Producer Name (If different)	Item	Product Category (choose from dropdown list)	Amount \$
9/25/2025	Native Maine	The Good Crust	Pizza Dough	Grains	\$760.00
9/27/2025	Sysco	Passamaquoddy Blueberries	Blueberries	Produce- Fruit	\$62.33

Submitting Claim

- Upload two documents:
 1. Completed Claim Form in EXCEL Format
 2. Matching receipts/invoices with items highlighted in PDF format
- Enter in reimbursement amount in CNP Web
- Enter in 50% or receipt total (Not 1/3!)

Local Foods Fund

21. I hereby submit receipts 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 1/3 of Receipt total (pre-tax):

\$ 0.00

Why the change?

- New reporting requirements by the state
 - Track purchase by categories and report annually
- Handwritten claims make tracking LFF purchases challenging
- Local food purchasing data is important!



Attestation Sheet

In order to file a LFF claim in October with your September claim in CNP web, you must first fill out this quick form stating you have received training on new processes.

<https://forms.office.com/g/9vt2WpVwTn>





CHILD NUTRITION PROGRAMS

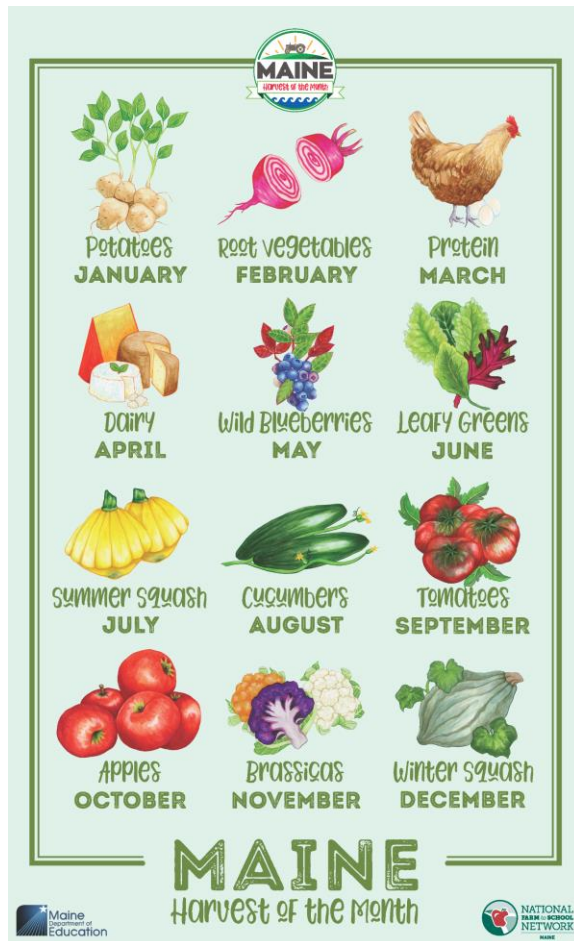
HARVEST OF THE MONTH



Maine Harvest of the Month

Harvest of the Month (HOM) is a nationwide marketing campaign that promotes the use of seasonally available, local food in schools. Each month, a different local product is highlighted, and participating schools pledge to serve the product and promote it through educational materials and activities.





Join Maine Harvest of the Month (HOM)!

You are pledging to:

- Serve the local HOM product at least 2x per month
- Display HOM materials provided by DOE Child Nutrition

In return you receive:

- Monthly Toolkits including:
 - Posters
 - Fun facts
 - Recipes
 - Stickers
- Monthly Newsletter email
- Additional resources & support from Farm & Sea to School Coordinator

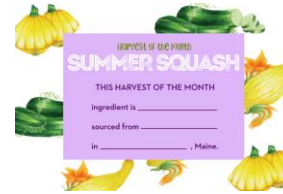
HOM Toolkits



Posters!



Source cards!



Fun fact sheets with recipes!



Plus, stickers!

Coming Soon: HOM Refresh!



New Bonus HOM! Maine Seafood Month



New student passports and stamps with fun facts



New yearly recipe book instead of monthly recipe sheets



Coming in the fall- October/November

Pledge to Harvest of the Month!

Pledge today!

<https://forms.office.com/g/HEVs6RiT9y>



Maine Harvest of the Month
Pledge Form (Summer 25 & School
Year 26)





CHILD NUTRITION PROGRAMS **FARM & SEA TO SCHOOL**

Fishermen Feeding Mainers

Fishermen Feeding Mainers



- **Fishermen Feeding Mainers (FFM)** is a program that is coordinated in partnership with Maine Coast Fishermen's Association.
- FFM provides direct financial relief to fishermen by helping them supply schools and families in need with healthy Maine seafood.

How the program works:

- FFM provides schools and CACFP sponsors with **FREE** Maine caught fish!
 - Flaky white fish (i.e. hake, monkfish, cod)
 - Received frozen
- Pickup is in Portland– sometimes at short notice!
- Sign up for our email list to be notified when fish is available!
 - If you have signed up in years past you are still on the list 😊
 - <https://forms.office.com/g/EYJT8ggsdA>



Maine Regional Local Foods Project (RLFP)

Final year of 2-year project

- Regional local foods coordinators covering 9 regions
- Hands on support to school nutrition programs
 - Culinary trainings
 - Taste tests
 - Technical assistance
 - Procurement assistance
 - More!

Project resumes mid-September! Coordinators will contact districts in the fall.





Maine Harvest Lunch Week

- 2025 Maine Harvest Lunch Week (MHLW) is September 15-19th!
- This annual week-long event spans back decades and celebrates Maine's local producers by promoting the use of local food in cafeterias across the state. Districts are also encouraged to host MHLW related events and activities.
- If your district has exciting plans for MHLW, we would love to know about and celebrate your work! Please email katie.knowles@maine.gov with any details.

REGISTER TODAY
2025
Maine



Apple Crunch Day

October 15th, 2025

Join the 1st Annual Maine Apple Crunch to celebrate Maine farmers, healthy kids, and strong communities this October.

Participating in the Crunch is simple: buy, serve, and CRUNCH into locally grown apples!

REGISTER TODAY
2025
Maine



Apple Crunch Day

October 15th, 2025

Link to Maine Apple Crunch Guide:

https://www.canva.com/design/DAGsxQoeVy8/N9v40gfQtY2us6lnIRPYeQ/view?utm_content=DAGsxQoeVy8&utm_campaign=designshare&utm_medium=link&utm_source=viewer



Registration link:

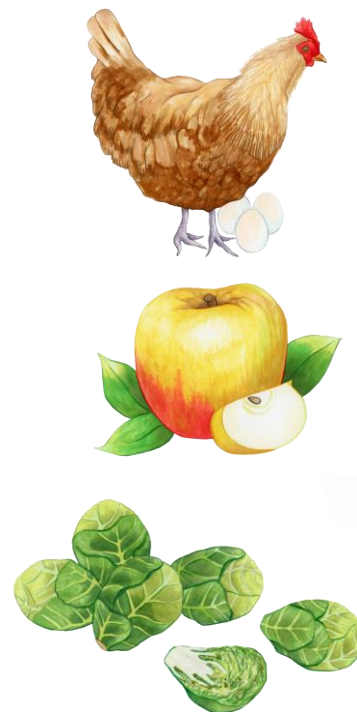
<https://forms.office.com/g/FTSMxiWmA8>

2025 Maine Apple Crunch
Registration



October is National Farm to School Month!

- Join thousands of schools, early care and education sites, farms, communities, and organizations across the country as we celebrate food education, school gardens and lunch trays filled with healthy, local ingredients.
- Visit the [National Farm to School Network website](#) to see how you can get involved! They have excellent resources and a [Farm to School Month Toolkit](#) for schools to use!





MAINE

FARM & SEA TO INSTITUTION SUMMIT



October 14, 2025

Colby College,
Waterville, ME

8:00am-4:30pm

REGISTRATION NOW OPEN

*From Inspiration to Action:
Seeding Solutions for a Sustainable Food
System*



Visit **mainefarmtoinstitution.org/register** to
sign up and learn more

Child Nutrition Farm & Sea to School Webpage

- Includes recipes, videos, and additional HOM resources



Farm & Sea to School

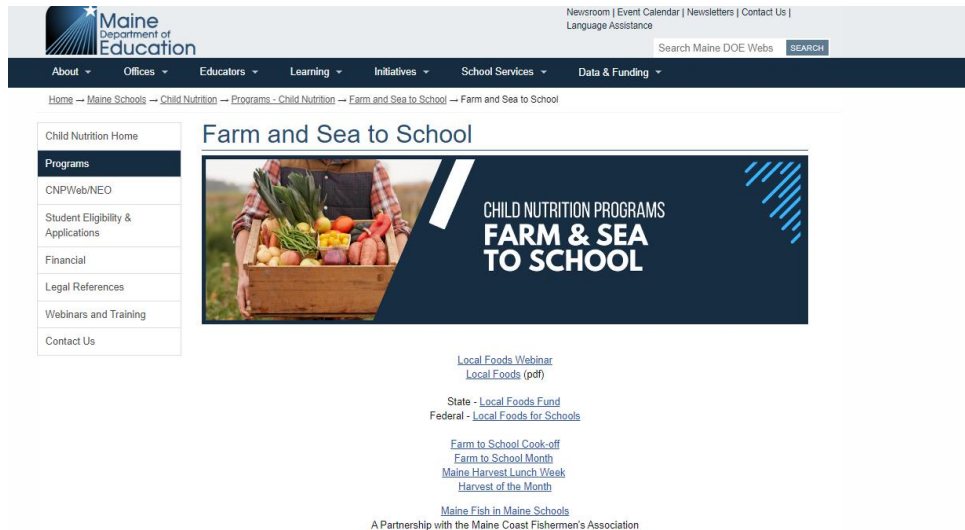
The Farm and Sea to School Program promotes the use of Maine-grown, raised, and caught ingredients in delivering meals to students throughout the state. Harvest of the Month program information is found [here](#).

[State Local Foods Fund](#)

[Federal Local Foods Fund](#)

[Maine Fish in Maine Schools](#)

[Farm & Sea to School](#)



The screenshot shows the official website for the Farm and Sea to School program. At the top is the Maine Department of Education logo and a navigation bar with links like 'About', 'Offices', 'Educators', 'Learning', 'Initiatives', 'School Services', and 'Data & Funding'. Below the navigation bar is a breadcrumb trail: 'Home — Maine Schools — Child Nutrition — Programs — Child Nutrition — Farm and Sea to School — Farm and Sea to School'. The main content area features a large banner with the text 'CHILD NUTRITION PROGRAMS FARM & SEA TO SCHOOL' over an image of a vegetable crate. To the left of the banner is a sidebar menu with links: 'Child Nutrition Home', 'Programs', 'CNP/Web/NEO', 'Student Eligibility & Applications', 'Financial', 'Legal References', 'Webinars and Training', and 'Contact Us'. Below the banner, there are several links: 'Local Foods Webinar', 'Local Foods (pdf)', 'State - Local Foods Fund', 'Federal - Local Foods for Schools', 'Farm to School Cook-off', 'Farm to School Month', 'Maine Harvest Lunch Week', 'Harvest of the Month', and 'Maine Fish in Maine Schools'. At the bottom, it states 'A Partnership with the Maine Coast Fishermen's Association'.

Questions?

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207-215-6716

