

## NSLP Calendar of Events

Date	Description
July 1	Free/ Reduced Price Application may be distributed. Health Inspections and Report Form due to H & N (report form available in the resource library) (2 inspections per serving/preparation site)
August 15	1 <sup>st</sup> Direct Certification conducted (format and instructions are available in the resource library under NSLP Forms – Direct Certification Format and Instructions)
September 1	Paid Lunch Price Report due to H & N. (form available in the resource library under NSLP forms)
October 1	Start verification process for free/reduced (Do not verify direct certifications, migrant, runaway or homeless. Only verify 3% of applications on file as of October 1).
November 1	2 <sup>nd</sup> Direct Certification conducted.
November 15	Verification process must be completed. (If it cannot be completed, you must contact our office in writing. A letter must be sent to USDA requesting an extension of the deadline to you).
November 30	Verification Report due to H & N. (forms available in the resource library under the NSLP Forms – School Verification Edit Check & School Food Authority (SFA) Verification Collection Report)
January 5	3 <sup>rd</sup> Direct Certification conducted.
February 1	On-site reviews deadline (for sponsors with multiple sites) form is available in the resource library under NSLP Forms – On-Site Review Form
March 1	Application Update Process Begins 4 <sup>th</sup> Direct Certification conducted
May 30	Application updates due