

School Year (SY) 2015-16 Paid Lunch Equity (PLE) Tool Instructions

Note: Users may want to print the instructions and use them to guide users through the PLE Tool.

The PLE Tool (Tool) was created to help School Food Authorities (SFAs) calculate their paid lunch price increase requirement and non-Federal source contributions to meet the requirements in Section 205 of the Healthy, Hunger-Free Kids Act of 2010. If the pricing requirements calculated by the Tool are not met or are exceeded, the Tool will also calculate any amounts carried over into the next year. Note, the weighted average prices calculated in the Tool are the weighted average of all paid lunch prices charged in the SFA.

For more information on amounts carried over please refer to SP 39-2011

This version of the PLE tool is only applicable to SY 2015-2016. A new version of the tool will be issued for SY 2016-2017

The SY 2015-16 PLE Tool consists of 5 tabs:

Hyperlinks are also placed throughout the tool to navigate to the different tabs

Tab 1: [Unrounded Requirement Finder](#)

Tab 2: [SY 2015-16 Price Calculator](#)

Tab 3: [SY 2015-16 Non-Federal Calculator](#)

Tab 4: [SY 2015-16 Split Calculator](#)

Tab 5: [SY 2015-16 REPORT](#)

** The last two tabs (SY 14-15 and SY 10-11 Price Calculators) are for reference only*

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

Only complete the tabs for the method used for meeting the requirement (raising prices, contributing non-Federal sources, or the split calculator).

SFAs need the following data to calculate the Weighted Average Price for SY 2015-16:

- 1.) SY 2010-11 Weighted Average Price
- 2.) All paid lunch prices for October 2014
- 3.) Number of paid lunches served associated with each paid lunch price in October 2014

SFAs who have opted to contribute non-Federal sources for SY 2015-16 need:

- 1.) SY 2010-11 Weighted Average Price
- 2.) SY 2014-15 Weighted Average Price (if different from SY 2010-11 Weighted Average Price)
- 2.) Total number of paid lunches served in SY 2013-14
- 3.) The total dollar amount through SY 2014-15 non-Federal contribution

SY 2015-16 WEIGHTED AVERAGE PAID LUNCH PRICE CALCULATION

These instructions are for SFAs increasing their weighted average prices to meet the SY 2015-16 paid lunch price requirement

Step 1

Tab 1: [Unrounded Requirement Finder](#)

1. Enter SY 2014-15 Weighted Average Price in the orange box.

If the SY 2014-15 weighted average price is not known then use the unrounded requirement finder.

This figure sets the pricing requirements throughout the Tool and helps determine any amounts carried

forward. This figure was calculated through the SY 2014-15 PLE Tool.

After calculating the SY 2014-15 weighted average price requirement for paid lunches, click on the link labeled "[Click here to go to SY 2015-16 Price Calculator](#)"

Step 2

Tab 2: [SY 2015-16 Price Calculator](#)

The box at the top of this tab displays the SY2015-16 Weighted Average Price Requirement

To calculate the SY 2014-15 Weighted Average Price the SFA must:

1. Enter the paid lunch count for October 2014 associated with each paid meal price in the **Monthly # of Paid Lunches** column.
2. Enter each paid lunch price in the SFA (including all schools – elementary, middle, high, etc) for October 2014 in the **Paid Lunch Price** column.

Using the SY2014-15 weighted average price, the tool calculates any amounts necessary to meet the SY2015-16 weighted average price requirements and any amounts carried forward to SY2016-17.

Tab 5: [SY2015-2016 REPORT](#)

This report is generated for use in the SY2016-17 PLE tool and displays the SY2015-2016 requirements and any amount carried forward determined on the SY2015-2016 Price Calculator

Select the SY 2015-2016 method used to ensure sufficient funds are provided for PAID lunches

<OPTIONAL> Step 3

Pricing Estimation Calculator

Once an SFA has calculated the SY 2015-16 average paid lunch price requirement, they can use the PLE tool to determine how they want to distribute the price increase within the SFA to reach the new average paid lunch price. To do this an SFA must:

1. Enter the paid lunch count for October 2014 associated with each paid meal price in the **Monthly # of Paid Lunches** column.
2. Change individual paid lunch prices until the average paid lunch price reaches the new average paid lunch price requirement. This amount will appear in the **Weighted Average Price** box.

Many price combinations can be used to reach the new weighted average paid lunch price. SFAs have the flexibility to raise individual prices as long as the weighted average price equals the new SY2015-2016 required level.

[Go to SY 2014-15 Price Calculator](#)

SY 2015-16 NON-FEDERAL SOURCE CONTRIBUTION CALCULATION

Step 1

Tab 1: [Unrounded Requirement Finder](#)

1. Enter SY 2014-15 Weighted Average Price in the orange box.

If the SY 2014-15 weighted average price is not known then use the unrounded requirement finder

This figure sets the pricing requirements throughout the Tool and helps determine any amounts carried forward. This figure was calculated through the SY 2014-15 PLE Tool.

After calculating the SY 2015-16 weighted average price requirement for paid lunches, go to SY 2015-16 Non-Federal Source Calculator tab

The box at the top of this tab displays the SY2015-16 Weighted Average Price Requirement

SY 2015-16 Non-Federal Source Contribution Requirement

1.) Enter the current weighted average paid lunch price.

This price may be the same as the SY 2014-2015 weighted average price determined on the Unrounded Requirement Finder tab if the SFA did not raise the weighted average price in SY 2014-2015. To determine the most current average weighted price go to the SY2014-2015 Price Calculator tab.

2.) Enter the paid lunch count for the entire 2013-2014 School Year in the orange **Annual # of Paid Lunches** box in the Non-Federal Source Contribution Calculator for SY 2015-16.

The Tool will calculate the annual non-Federal source contribution for SY 2015-16 with and will apply the 10 cent cap if applicable

2.) Enter the amount of **Non-Federal Source Funds Contributed for SY 2011-12 through SY 2014-15** in the orange box labeled as such.

Based on the actual amount contributed for SY 2013-14, the tool calculates the following:

- Remaining Annual Non-Federal Source Contribution for SY 2015-16
- Remaining Annual Non-Federal Source Contribution carried forward to SY 2016-17
- Remaining Credit carried forward to SY 2016-17

Tab 5: [SY2015-2016 REPORT](#)

This report is generated for use in the SY2016-17 PLE tool and displays the SY2015-2016 requirements and any amount carried forward determined on the SY2015-2016 Price Calculator

Select the SY 2015-2016 method used to ensure sufficient funds are provided for PAID lunches

SY 2015-16 Split Calculator

This tab is for those SFAs wishing to split their requirement by both raising prices and contributing a non-Federal source

Step 1

Tab 1: [Unrounded Requirement Finder](#)

1. Enter SY 2014-15 Weighted Average Price in the orange box.

If the SY 2014-15 weighted average price is not known then use the unrounded requirement finder.

After calculating the SY 2015-16 weighted average price requirement for paid lunches, click on the link labeled "Click here to go to SY 2015-16 Split Calculator "

Step 2

Tab 4: [SY 2015-16 Split Calculator](#)

The box at the top of this tab displays the SY2015-16 Weighted Average Price Requirement

To calculate the SY 2014-15 Weighted Average Price the SFA must:

1. Enter the paid lunch count for October 2014 associated with each paid meal price in the **Monthly # of Paid Lunches** column.

2. Enter each paid lunch price in the SFA (including all schools – elementary, middle, high, etc) for October 2014 in the **Paid Lunch Price** column.

Using the SY2014-15 weighted average price, the tool calculates any amounts necessary to meet the SY2015-

16 weighted average price requirements and any amounts carried forward to SY2016-17.

Step 3

1. Enter the amount they plan to charge for paid lunches in SY 2015-16 in the "New Price Increase "

Step 4

To calculate the remaining amount of non-Federal sources contributions needed, the SFA must:

1.) Enter the paid lunch count for the entire 2013-2014 School Year in the orange **Annual # of Paid Lunches** box in the Non-Federal Source Contribution Calculator for SY 2015-16.

2.) Enter the actual amount of the non-Federal source contribution in the orange box labeled **Amount of Non-Federal Source Funds Contributed from SY 2011-12 through SY 2014-15.**

Based on the actual amount contributed for SY 2014-15, the tool calculates the following:

- Remaining Annual Non-Federal Source Contribution for SY 2015-16
- Remaining Annual Non-Federal Source Contribution carried forward to SY 2016-17
- Remaining Credit carried forward to SY 2016-17

SFAs may use tabs 6 and 7 if they need to make calculations from previous years .

June, 2015