State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

CN #09-09
USDA SP #04-2009

MEMORANDUM

TO:	Sponsors of the National School Lunch Program
FROM:	Mary Szafranski, Deputy Associate Superintendent
Arizona Department of Education, Health and Nutrition Services

Lee Renda, NSLP Nutrition Director
Lynn Ladd, NSLP Health Director
National School Lunch Program

Original Signed

DATE:	January 23, 2009
SUBJECT:	Reminder: E-Rate Audits by the Federal Communications Commission (FCC)

This memorandum serves as a follow up to **CN Memo #02-09** regarding FCC E-Rate audits. Please refer to this memo for more detailed information. Reminder: The United States Department of Agriculture has determined that release of student eligibility information for federal education programs (including household applications for the National School Lunch Program) **is permitted** under section 9(b)(6) of the Richard B. Russell National School Lunch Act.

To clarify, FCC E-Rate auditors do NOT have the authority to conduct verification of applications for free/reduced price school meals. Therefore, FCC E-Rate auditors cannot contact households or other sources (such as assistance agencies or employers) to confirm the information on the application. In addition to the list provided in CN Memo #02-09, FCC E-Rate auditors:

- May ensure the information on the application was accurately processed; i.e. that the income and the number of persons in the household were totaled correctly and that the appropriate Income Eligibility Guideline was used
- May confirm that the children listed on rosters as eligible for free or reduced price meals have approved applications on file
- May confirm that the number of children used for statistical purposes is based on approved applications.

Any discrepancies in these areas must be brought to the attention of the LEA. Please contact your school health and nutrition specialist if you have any questions.

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