



## Excess Cash Spending Plan Documents

School Food Authority (SFA)

CTD#

Date

Net Cash Resource = Current Assets\* - Current Liabilities\*

Current Assets (Total Nonprofit Food Service Revenues)	
Current Liabilities (Total Nonprofit Food Service Revenues)	
Net Cash Resources	

Average Monthly Expenditures = Current Liabilities divided by the Total Number of Operating Months  
Six Months Average Expenditures = Average Monthly Expenditures multiplied by 6

Current Liabilities	
Number of Operating Months*	
Average Monthly Expenditures	
Six Months Average Expenditures	

Excess Net Cash Resources = Net cash Resources - Six Months Average Expenditures

Net Cash Resources	
Six Months Average Expenditures	
Excess Net Cash Resources	

Signature of SFA Authorized Signer

Date

Signature of Authorized School Nutrition Programs Representative

Date

**\*Current Assets:** All monies received by or accruing to the nonprofit school food service account. Including but not limited to meal payments, earnings on investments, other local revenues, and Federal cash reimbursements.

**\*Current Liabilities:** Total expenses incurred in the operation or improvement of the nonprofit food service program. Including but not limited to salaries, benefits, food costs, professional services, cleaning, maintenance, repairs, equipment purchases, and indirect costs.

**\*Operating Months:** The number of months spent operating the National School Lunch Program (NSLP), School Breakfast Program (SBP), Seamless Summer Option (SSO), and/or the Summer Food Service Program (SFSP) in the current program year. For example, if it is March and your food service program operations for this year began in August, the number of operating months would be 8.

- NSLP, SBP, and SSO Program Year: July 1 – June 30.
- SFSP Program Year: October 1 – September 30.





## Capital Expenditure Pre-Approval Request Form

\_\_\_\_\_  
School Food Authority (SFA)

\_\_\_\_\_  
CTD#

\_\_\_\_\_  
Date

### Description of the anticipated capital expenditure

All Capital Expenditures must comply with 2 CFR 200 and USDA Program regulations (7 CFR Part 210, Part 215, Part 220 and other federally funded programs), guidance, and instructions.

### Total costs of the capital expenditure, including any acquisition costs

Acquisition cost is the cost of the asset including the cost to put it in place. For example, the net invoice price of the equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired.

### Please read and check the box next to each statement

**I certify that the above referenced capital expenditure is necessary and reasonable for proper and efficient performance and administration of the National School Lunch and Breakfast Programs.**

**I certify that the above referenced capital expenditure is allocable to the Federal award.**

A cost is allocable to a cost objective if the goods or services involved are chargeable or assignable to that Federal award or cost objective in accordance with relative benefits received.

**I certify that the above referenced capital expenditure is accorded consistent treatment.**

A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purposes in like circumstances has been allocated as an indirect cost.

**I certify that the above referenced capital expenditure is not included as a cost or used to meet cost sharing or matching requirements of any other Federal award.**

A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purposes in like circumstances has been allocated as an indirect cost.

**I certify that the above referenced capital expenditure is the net of all applicable credits.**

\_\_\_\_\_  
Signature of Authorized Signer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized School Nutrition Programs Representative

\_\_\_\_\_  
Date