



ARIZONA DEPARTMENT OF EDUCATION

HNS TA # 01-2025

Original Signed

MEMORANDUM

To: School Food Authorities and School Business Officials Operating the National School Lunch Program

From: Melissa Conner, Senior Deputy Associate Superintendent
Arizona Department of Education, Health, and Nutrition Services Division

Date: June 2, 2025

Subject: School Year 2025-2026 State Match Requirements for Districts and Charter Schools

The purpose of this technical assistance memorandum is to provide School Food Authorities (SFAs) and School Business Officials with clarification of existing guidelines surrounding state match funding requirements as listed in 7 CFR 210.17(a).

The amount of state match funding required for each school district and charter school receiving State-appropriated funds is calculated as follows: 30% of the total number of lunches served through the National School Lunch Program in the previous school year, multiplied by the SY 2024-25 paid lunch reimbursement rate.

For SY 2024-25, the paid lunch reimbursement rate was:

- \$0.42 or \$0.44, depending on the school's eligibility for the low or high rate.
- An additional \$0.09 received by menu-certified districts and charter schools, if applicable.

For specific reimbursement rates, SFAs may refer to paid claims in CNPWeb from SY 2024-25.

Budgeting and Reporting Guidelines

- Public school districts should budget and expend Maintenance & Operations (M&O) and Capital Outlay funds, which will be reported on the SY 2025-26 Food Service Annual Financial Report (FSAFR).

Tom Horne, Superintendent of Public Instruction

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- Charter schools should budget and expend State Equalization Assistance funds to meet state match requirements. The amount of State Equalization Assistance funds will be reported in Section E of the SY 2025-26 FSAFR (State Equalization Assistance Expended for Food Service).
- Nonpublic schools are provided with an exemption per 7 CFR 210.17 (b).

SFAs with questions regarding this guidance may contact their assigned HNS Specialist.

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