

LINQ APPLICATION SURVIVAL TIPS

School Year 2026-2027



**School Nutrition Programs
Area Meetings
Spring, 2026**

Webinar Training

LINQ Annual Agreement

<https://alsde.cnpus.com/prod/Splash.aspx>

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Alabama State Department of Education



[Click Here to Access the Webinar](#)
or check your email from
05/04/2026



What's New for SY2026-2027

Claiming Students at the Site of Enrollment

All cost centers with enrollment should be listed as sites in LINQ

- Check in both the Site Applications and Site Enrollment locations for Program Year 2026-2027

Site Applications:

- Applications > Application Packet > Site Application > School Nutrition Programs should be the same as the number of sites where students are enrolled in your LEA

Site Applications	Approved	Pending
School Nutrition Program	0	5
Seamless Summer Option	0	2

Site Enrollment:

- Applications > Site Enrollment > "Detail" for School Year 2025-2026 (this was the last data pull).
- Check that the number of cost centers is correct
 - If you need to add data to a site, you need the October data. Go to: <https://www.alabamaachieves.org/cnp/>
 - Reports & Data (top right)
 - Financial Reports (left column)
 - 2025-2026 Fall Free Lunch By School System (scroll under Foundation Reports)

[Applications](#) > [Site Enrollment Year List](#) >

Site Enrollment

Action	School Year	Reporting Month	Sites Entered
Detail	2026 - 2027	October 2026	0
Detail	2025 - 2026	October 2025	4
Detail	2024 - 2025	October 2024	5



What's New for SY2026-2027

- **Alternate Site Meal Service Form (as needed)**
"Miscellaneous" document upload for locations where meals are served to students, but the site is not listed on the LINQ State Application (i.e., Alternative Schools).
- **Permanent Agreements (all sponsors)**
Upload your completed Permanent Agreement (received via Docusign) to the Attachment List in the LINQ State Application. This is a required upload for all sponsors.



Alabama State Department of Education

Child Nutrition School Programs

Annual LINQ Online Agreement

Alternate Site Meal Service / Production Kitchen Information Form



This form documents the approval and operational details for providing school meals at an alternate site when students from more than one school attend activities, programs, or events at a shared location.

School Year:

School Food Authority:

Production Site:

Alternate Site Locations (Where meals will be served):

What meals are being served?

☐ Breakfast
 ☐ Lunch
 ☐ After School Snack

Tentative Date(s) of Alternate Site Operation:

Meal Transportation

How will meals be transported to the alternate site?

☐ District vehicle
☐ Vendor delivery
☐ Staff transport
☐ Meals are not transported (multiple schools in same physical location)
☐ Other:

Transportation details (time, distance, process, temperature control, etc.):

Alabama State Department of Education
Child Nutrition Programs
NSLP-1
February 2025

National School Lunch Program
Permanent Agreement Addendum

Agreement Number:

Approval Date:



BREAK for a PLATE
everyday

Legal Name of Organization:

Mailing Address of Organization:

County:

Email Address of Organization:

Call Phone Number:

Phone Number of Organization:

COMING
SOON

Instructions: The Child Nutrition Programs Permanent Agreement and the National School Lunch Program Addendum must be read, signed by the highest-ranking official, and submitted to the Alabama State Department of Education (ALSDOE). This addendum is not valid until signed by the ALSDOE Child Nutrition Programs (CMP) director. Select the program(s) below for which the organization is applying:

☐ **NSLP** (National School Lunch Program)

☐ **SMP** (School Milk Program)

☐ **SBP** (School Breakfast Program)

☐ **ASSP** (Afterschool Snack Service Program)

In order to carry out the purpose of Section 2 of the National School Lunch Act of 1946, as amended, and the regulations governing the National School Lunch Program (hereinafter referred to as the "NSLP") (CFDA 10.555) issued thereunder 7 CFR 250, Section 4 of the Child Nutrition Act of 1966 for the School Breakfast Program (hereinafter referred to as the "SBP") (CFDA 10.553) issued thereunder 7 CFR 220, the United States Department of Agriculture (hereinafter referred to as the "USDA") through the Alabama State Department of Education (hereinafter referred to as the "ALSDOE") and the School Food Authority (hereinafter referred to as the "SFA") agree as follows:



What's New for SY2026-2027

Plate Cost Calculations (all sponsors)

- All Sponsors must upload their plate cost calculations to the LINQ State Application in the Checklist Summary as a Miscellaneous Document.
- **Options for this calculation include:**
 - Traditional Plate Cost Calculator
 - Figures pulled from FY24-25
 - Menu Based Plate Cost Calculator
 - Figures pulled from most recently completed cycle menu for each meal service.
- If an SFA will be entering into an MOU/MOA for the upcoming school year, the "Plate Cost Attestation Statement" must be uploaded into the "Memorandum of Agreement (MOA)" line item in the Checklist Summary.

	<u>USDA Buy American Fact Sheet</u>	USDA Buy American Fact Sheet
☐	Plate Cost Analysis (3)	
	<u>Bulk Meal Service</u>	Bulk Meal Service Plate Cost Analysis
	<u>Menu Based Plate Cost Analysis</u>	Menu Based Plate Cost Analysis
	<u>Traditional Plate Cost Analysis</u>	Traditional Plate Cost Analysis
☐	PLE (2)	

 **Alabama State Department of Education**
Child Nutrition, School Programs
Plate Cost Calculation Attestation Statement 

I hereby attest that _____ has conducted a current and complete Plate Cost Calculation in accordance with applicable USDA and Alabama State Department of Education (ALSDE) guidance. A PDF version of the completed plate cost calculation workbook is included in support of this attestation.

Based on this calculation, the following plate cost values have been determined for applicable contracted meals for the _____ - _____ school year:

- Breakfast: \$ _____ per meal
- Lunch: \$ _____ per meal
- Snack (if applicable): \$ _____ per meal
- Supper (if applicable): \$ _____ per meal

I further attest that all contracts for the upcoming _____ - _____ school year involving contracted or vended meals will adhere, at the minimum, to the plate cost values identified above and reflected in the included workbook.

This attestation is submitted for the purpose of NSLP review and approval of the plate cost values only. Approval of the actual contract terms and agreements will be reviewed and approved separately by the LEA, CACFP, and/or SFSP, as applicable.

I certify that the information provided is accurate and complete to the best of my knowledge.

SFA Name: _____

Authorized Representative Name & Title: _____

Signature: _____ Date: _____



What's New for SY2026-2027

- **Non-Program Revenue Tool (all sponsors)**

All sponsors must complete and upload a copy of their Non-Program Food Revenue Tool. You can find a copy in the "Download Forms" section under "Applications". Upload the completed workbook to the Attachment List.

Form	
☐ FFVP (1)	
Certification of Support	Certification of Support to upload with FFVP A
☐ Non-Program Revenue Tool (1)	
Non Program Revenue Tool	Non Program Revenue Tool
☐ Production Record Prototype (1)	
ALSDE Production Record	Production Record Prototype
☐ Professional Standards (1)	

- **PLE Tool (if applicable)**

SFAs that do not qualify for a PLE Exemption should complete and upload the PLE Tool to the Attachment List.

SY 25-26 Weighted Average Price Requirement Calculator

Step 1

The weighted average price is based on adjusting the SY 2024-25 price requirement by the 2% rate increase plus the Consumer Price Index (4.03%).

Unrounded Price Requirement for SY 2024-25	Weighted Average Price Requirement for SY 2025-26
Found in Section 1, Block A of the PLE Report from SY 2024-25 or in cell B31 of the Annual Unrounded Requirement Finder	Requirement to the nearest cent
\$ 4.25	At or Above Equity
Proceed to the Report Tab	

If the Unrounded Price Requirement for SY 2024-25 is not known, the Unrounded Price Requirement from the most recent school year can be used.

Annual Unrounded Requirement Finder

Only used when the Unrounded Price Requirement for SY 2024-25 or the most recent school year is not known.

(Optional Step)

Weighted Average Price for SY 2010-11

Enter the weighted average price of all paid lunches charged in the SFA for SY 2010-11.

If the Weighted Average Price for SY 2010-2011 is not known, complete the SY 10-11 Price Calculator to obtain this value.

[SY 10-11 Price Calculator](#)

The Unrounded Price Requirement for SY 2024-2025 will be based on the price requirements for SY 2011-2012 to SY 2023-2024.

Previous School Years	Unrounded Price Requirement to the nearest cent
2011-2012	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -

2011-2012

Packet Assigned To: Justin Hope							
Action	Attention	Form Name	Latest Version	Status			
View Modify Admin		Sponsor Application	Original	Not Submitted			
Details	✓	Meal Pattern Compliance Dashboard		Approved			
Details	➔	Checklist Summary (9)					
Details		Application Packet Notes					
View		Application Packet Notes for Sponsor					
Details		Attachment List					
Details		NDL Application Packet Dashboard (6)		Complete			
Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	9	0	0	0	0	9



Kitchen Types

- **On Site Prep**
 - School prepares meals only for onsite consumption and claiming.
- **Central Kitchen**
 - Food is produced and served onsite. Meals are also produced for service at additional locations/cost centers. Only meals served at this site are claimed here.
- **Combination**
 - Dining Location Only- Meals are produced at another cost center (Central Kitchen), but are claimed at this site (K-12 school with multiple cost centers/ Other sites with prior state approval).
- **Bulk- (No Food Cooked onsite)**
 - Meals are produced in Central Kitchen, transported on sheet/hotel pans with hot & cold holding equipment and students are served onsite.
- **Prepackaged (No Food Cooked Onsite)**
 - Food is prepared and packaged into individual reimbursable meals at a Central Kitchen and then served here.
- **Vended (No Food Cooked Onsite)**
 - Meals are purchased and brought onsite through a contract/MOU from an outside entity to serve students.
- **FSMC**
 - A Food Service Management Company handles food service operations.



Kitchen Type Samples

- **Capitol Elementary School Kitchen**
 - Serves the PK-5 students enrolled – **Onsite Prep**
- **Capitol Middle School Kitchen**
 - Preps meals for middle school students, performing arts students, AND for the alternative school nearby. Only claims meals served to middle school students – **Central Kitchen**
- **Liberty School K-12** (with three associated cost centers)
 - High School Cost Center is where the kitchen and cafeteria is housed. All K-12 students come through this kitchen to be served. Only the high school students are claimed here – **Central Kitchen**
 - Middle School Cost Center – middle school student meals are claimed at the middle school, but prepped and served at the high school - **Combination**
 - Elementary School Cost Center – elementary school meals are claimed at the elementary school, but prepped and served at the high school - **Combination**
- **Constitution performing Arts School**
 - School has an eating area and serving lines, but no kitchen. Meals are delivered via hotel pans from the Middle School. Meals for performing arts students are claimed at this site. - **Bulk**
- **Little Liberty Preschool**
 - Admins ask Liberty High School to prepare and package individual meals within the LEA - **Prepackaged**
- **Justice Charter School**
 - Admins ask Liberty High School to prepare and package individual meals through an MOA - **Vended**

Points of Caution

- **CEP Schedule**

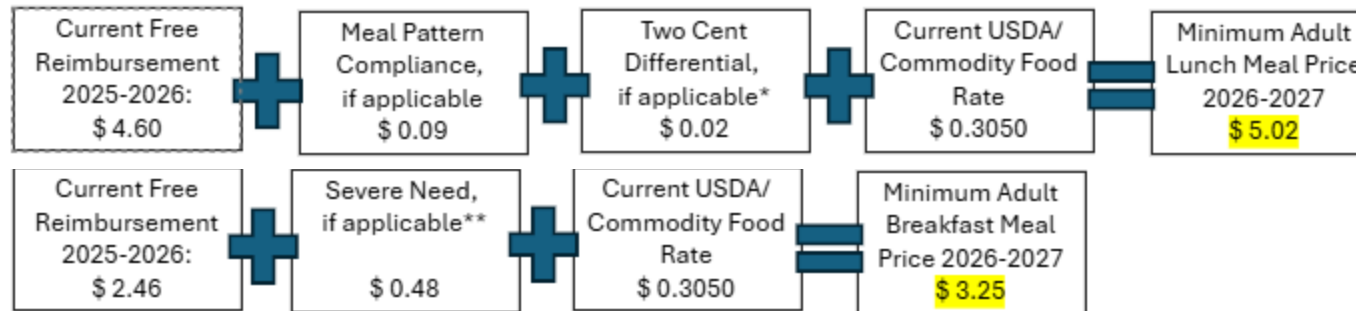
- **Current Elections**
- **If you are electing to renew your base year:**
 - **Data Year: 2025-2026**
 - **Cycle Year: 2026-2027**

CORRECTION MADE ↓

- If you are keeping your base year (continuing in your current cycle):**
- **Data Year: The year in which your ISP data was collected.**
 - **Cycle Year: The first year that the current cycle started.**

- **Adult Meal Prices**

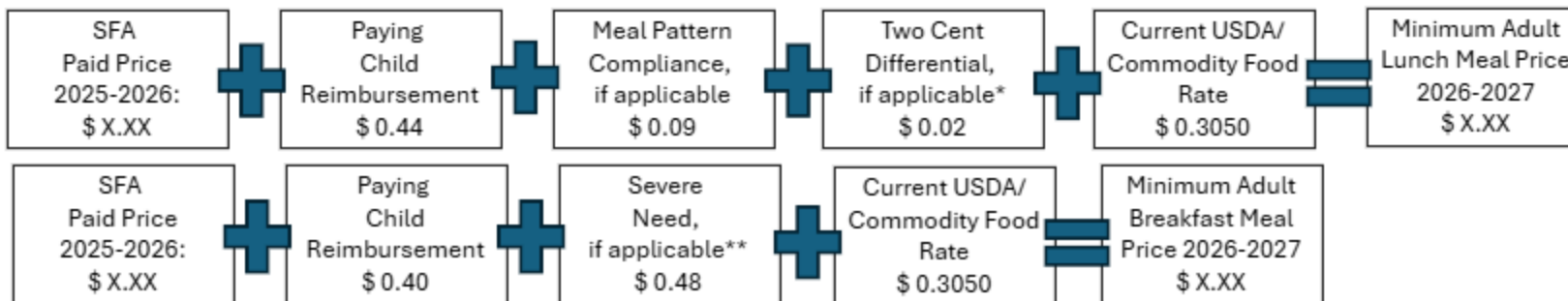
**CEP
Districts:**



Mode: **Manual** ▼

Cycle Year	Data Year

**Pricing
Districts:**



Points of Caution

- **Meal Pattern Attestation**

- **Download Form**
- **Complete Form**
- **Save As: Rename differently from the original download**
- **Upload completed form**

- **Customized Documents**

- **Production Records**
- **Free and Reduced Meal Application forms and associated communication**
- **Verification forms and associated communication**

- **Calendar Completion**

- **Site Operation Dates: 7/1/2026 - 6/30/2027**
- **Update Calendar vs. Save and Close Feature**

- **Single Audit Report**

- **Actual download only required for RCCI and Private Sponsors who expend > \$750,000/year**

- **Severe Need**

- **Data will not be available in LINQ until next year (SN pulls from meal service 2 years back)**
- **ALSDE will provide overrides for this section.**

The form is titled "Alabama State Department of Education Child Nutrition School Programs Attestation of Compliance with Meal Pattern Requirements". It features the Alabama Department of Education logo on the left and the Alabama Child Nutrition Program logo on the right. The form includes fields for "District:" and "Agreement Number:", both of which are redacted with yellow boxes. Below these fields, there is a paragraph of text stating: "The School Food Authority (SFA) does hereby attest that all schools under its jurisdiction operating the National School Lunch Program authorized under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq), and/or the School Breakfast Program authorized under the Child Nutrition Act of 1966 (42 U.S.C. 1773), are in compliance with the meal pattern requirements in effect, as set forth in 7 CFR Part 210.10 and 220.23, as applicable." At the bottom, it says "The SFA attests that:".

The window is titled "2027 SNP Site Operating Dates". It shows a calendar for the year 2027. The "Calendar Year" is set to "2026 - 2027". The "Calendar Options" section shows "Start" as "7/1/2026" and "End" as "6/30/2027". Below this, there are checkboxes for "Days To Include": Sun, Mon, Tue, Wed, Thu, Fri, and Sat. The "Mon" checkbox is checked. A red arrow points to the "Mon" checkbox. Another red arrow points to the "Update Calendar" button. A yellow box highlights the "Save and Close" button.



