



# State of New Jersey

DEPARTMENT OF AGRICULTURE  
Division of Food & Nutrition  
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CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

DOUGLAS H. FISHER  
*Secretary*

To: All Child Nutrition Sponsors

From: Jill Gorman, Fiscal Coordinator *JG*

Date: January 2016

Re: Implementation of NJSTART

On October 19<sup>th</sup> of this year, the State of New Jersey instituted a new computerized vendor payment system called NJSTART- (State of the Art Requisition Technology). We are currently transitioning to this new web-based system. The system presently applies to "procurement vendors." These include but are not limited to vendors who sell or manufacture goods, vendors who render a service, health care or legal services. This also applies to some of our Child Nutrition Program sponsors.

This system is generally NOT intended to be used by public school districts, colleges, counties, municipalities, state or federal agencies.

## How does NJSTART affect me?

- Current sponsors for public school districts, charter schools or government agencies who need to change/update their information (address, banking information, etc) – NO CHANGE – do not register with NJSTART at this time.
- Current sponsors for private schools, child/adult/family day care facilities, non-profits or any other institution that is not clearly defined as a public entity will need to register with NJSTART ONLY when/if there is a change/update to their information.
- New sponsors for public school districts, charter schools or government agencies -NO CHANGE – do not register with NJSTART at this time.
- New sponsors for private schools, child/adult/family day care facilities, non-profits or any other institution that is not clearly defined as a public entity WILL need to register with NJSTART.

Applicable sponsors can register with NJSTART at <https://www.njstart.gov/bso/>. If you have any questions, regarding your registration, the NJSTART Help Desk Support may be reached at 609-341-3500 (option #1) or [NJSTART@TREAS.NJ.GOV](mailto:NJSTART@TREAS.NJ.GOV).

The Division of Food & Nutrition staff has been working diligently to ensure a smooth transition as this new system is implemented. If you are uncertain if this applies to you or have any additional questions, please feel free to contact our office at (609) 984-1439.