



State of New Jersey

DEPARTMENT OF AGRICULTURE
DIVISION OF FOOD AND NUTRITION
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DOUGLAS H. FISHER
Secretary

To: School Business Administrators, Charter School Leads; Non-Public School Administrators

From: Juanita Huston, Contract Administrator

Date: January 21, 2020

Subject: Submission of FSMC Base Year Contract and Renewal Document Webinars

The Division of Food and Nutrition (DFN) will be conducting two webinars to assist School Food Authorities in submitting required documents for FSMC base year contracts or FSMC contract renewals for school year (SY) 2020-2021.

- ✚ A live Webinar “Successfully Submitting **Base Year Contract Documents**” will be conducted on:

Tuesday, February 11, 2020 – 10:00 to 11:30AM

- The webinar will review the documents and procedures required for SFAs to receive State Agency approval of SY 2020-2021 FSMC base year contracts.

To register for the webinar, click on the following link:

<https://attendee.gotowebinar.com/register/4680100235003024130>

- ✚ A live Webinar “Successfully Submitting **FSMC Contract Renewal Documents**” will be conducted on:

Thursday, February 13, 2020 – 10:00 to 11:00AM

- The webinar will review the documents and procedures required for SFAs to receive State Agency approval of SY 2020-2021 FSMC contract renewals.

To register for the webinar, click on the following link:

<https://attendee.gotowebinar.com/register/8380583584097105154>

Both webinars will be recorded and posted on SNEARS under the “Training” Tab

If you have questions, call the State Agency at 609-984-0692 or email: DFNcontracts@ag.nj.gov