# SNP Memo #2023-2024-42

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: January 22, 2024

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: School Year 2022–2023 Excess Balance Webinar on Thursday, February 1, 2024

The Virginia Department of Education, Office of School and Community Nutrition Programs (VDOE-SCNP) will host a webinar for school food authorities (SFAs) on the school year 2022–2023 excess balance process on Thursday, February 1, 2024, at 2:00 p.m. To attend, you [must register in advance for the webinar](https://doe-virginia-gov.zoom.us/j/83249134468?pwd=OHJEOElObTZRUlhvaHBVL0w2YW1XUT09). A confirmation email with details for joining the webinar will be sent upon registration.

7 Code of Federal Regulations (CFR) 210.14(b) requires SFAs to limit their net cash resources in the nonprofit school food service account to no more than three months’ average expenditures. To ensure compliance with this regulation, the VDOE-SCNP monitors excess balance on an annual basis and requires corrective action when SFAs exceed the three-month limit.

The webinar will review the process for determining excess balance and the timelines for submission of corrective action plans. Additional requirements and best practices for excess balance plans will be discussed.

For more information, please contact Courtney Jones, VDOE-SCNP Operations Supervisor, via email at [Courtney.Jones@doe.virginia.gov](mailto:Courtney.Jones@doe.virginia.gov) or via phone at (804) 750-8745.

SCC/CEJ/fd