We will make sure for all future verifications, that the confirmation review will take place before form 236 is sent out. Chava Shemesh, FSD will provide training and guidance prior to start of the verification process.

Although a confirmation review took place, it was not completed until after Form 236, We Must Check Your Application, was sent to the households. As discussed at the exit conference, the confirmation review is to ensure the original determination was correct and application meets criteria for verification. The Confirmation Official signs the Verification Tracker once the application is confirmed and Form 236 can then be sent to the households. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.

We will make sure for the coming years that all forms used for verification are the most recent versions downloaded from the USDA website.

The SFA’s verification notification letter must include all required information. Form 236, We Must Check Your Application, did not contain the paragraph explaining the Richard B. Russell National School Lunch Act. It is highly suggested that the SFA use the "We Must Check Your Application Letter" (Form 236) from the New Jersey Department of Agriculture. Explain, in detail, the specific steps that will be taken to meet this verification requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.