

# Contracting Entity Compliance Waiver Profile

Instructions to Review Your CE  
Profile and Apply for Waivers

Contracting Entities (CE) must notify the Texas Department of Agriculture (TDA) of intent to utilize program waivers. Certain waivers only require notification to TDA while others require TDA approval.

The information in this resource is intended to provide CEs with a summary of currently available waivers on record as being requested by the CE. This resource will be updated each Monday and will be used for compliance reviews and federal reporting. Any waiver used or intended for use must be identified here. If a waiver is, or has been, utilized by the CE and it is not listed, you must complete the separate process to notify TDA of the waiver(s) that should be added to your CE Compliance profile. CE profiles may include waivers no longer in use – it is not necessary to have those waivers removed from your profile. Failure to obtain a waiver to implement flexibilities may result in a finding during an Administrative Review or delay claims processing.

**To review your CE profile, complete the following steps:**



Click the link below to open the CE Compliance Profile spreadsheet and find your CE name.

**TIP!** Click the 'down arrow' in the righthand corner of Column B and use the text box to type and search by CE Name to filter the spreadsheet.

[CE COMPLIANCE PROFILE SPREADSHEET](#)



Food and Nutrition Division  
COVID-19



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

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[www.SquareMeals.org](http://www.SquareMeals.org)

## Review your Profile



Each column AL-AU lists a current option labeled as flexibility in the spreadsheet. If the waiver is included in your profile you will find: the intake form name, the date the CE reported implementation of the waiver and the date the form was submitted. If the cell is blank, the CE should not be utilizing the waiver or should immediately apply for the appropriate waiver (see links for waiver intake forms on step 4).

In the following example ABC ISD's CE Compliance Profile includes: the Non-Congregate; Alternate Meal Times; and Offer v. Serve waivers. ABC ISD's profile does not include: the No Child Present Wavier, Home Delivery or Bulk Food Components waivers.

CEID	CE Name	ESC	Non-Congregate Meal Service	Alternate Mealtime Flexibility	No Child Present, Parent Pick Up	Household Delivery	Offer versus Serve Flexibility	Bulk Food Components
40000	ABC ISD	7	NSLP/CACFP Meal Distribution Waiver – August 2020 - 9/14/2020	NSLP/CACFP Meal Distribution Waiver – August 2020 - 9/23/2020			NSLP/CACFP Meal Distribution Waiver – August 2020 – 9/14/2020	

## Identify any waivers that you may still need to apply for.



- CEs should apply for waivers that they are currently using, plan on using or have used during the COVID response but are not reflected on their profile.

Meal Pattern waivers are approved for temporary use on a case by case basis. Start and end dates to these waivers are not provided in this form.

## Apply for any needed waivers here:



- [NSLP Waivers](#)
- [SFSP Waivers](#)
- [CACFP Waivers](#)

**For assistance on waiver application, please contact your regional Education Service Center.**

