



Welcome!

Preparing for SNP
in the Texas Automated Nutrition
System (TANS)

Presenters:

Jason Cupitt, TDA F&N Project Manager

Kritika Ratnani, TDA F&N Business Analyst



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER





Meet our Speakers!

Preparing for SNP in the Texas Automated Nutrition System (TANS)



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TDA F&N Project
Manager



Kritika Ratnani
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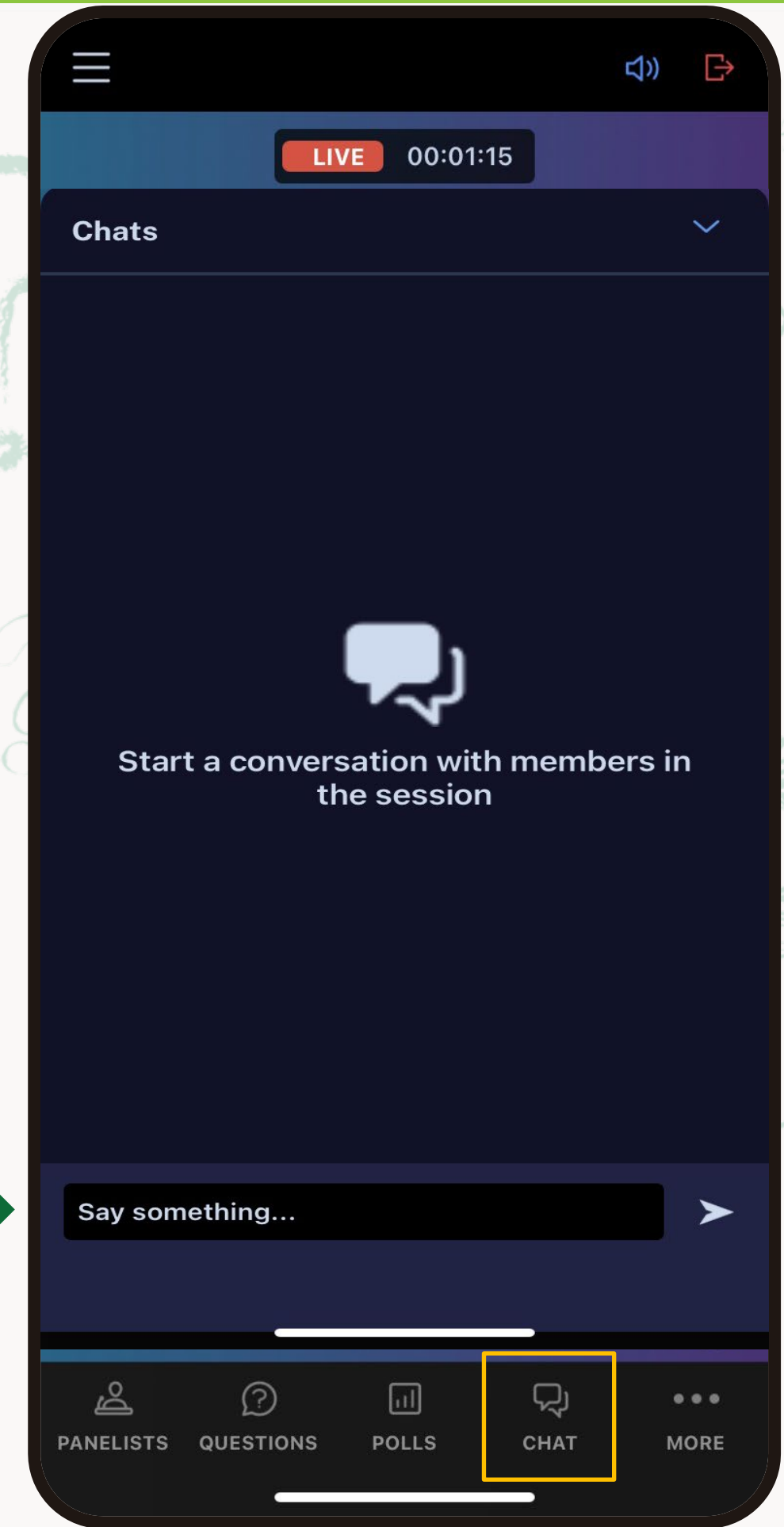
Acknowledgement Statement

You understand and acknowledge that:

- The screenshots you will see today are not in their finalized form
- The training you are about to take does not cover the entire scope of the program; and that
- You are responsible for knowing and understanding all handbooks, manuals, alerts, notices, and guidance, as well as any other forms of communication that provide further guidance, clarification, or instruction on operating the program.



Submit ALL Questions Via The App





Objectives

Nutrition Programs TX-UNPS

Returning Users: Log On

User ID:

Password:

[Forgot Your Password?](#)

Log On

Links

- [Need Help?](#)
- [Interested in Applying?](#)
- [TX-UNPS Project Website](#)

By signing into TX-UNPS, you understand and consent to the following:

- Information in this system and documents submitted become public record and are subject to disclosure.
- Unauthorized use of Texas Department of Agriculture (TDA) information resources is prohibited and misuse is subject to criminal prosecution. Except as otherwise provided by applicable privacy laws, there should be no expectation of privacy. Usage may be subject to security testing and monitoring.
- You certify that all documents and information submitted physically and electronically are/will be true and correct in all respects.
- Assigned User ID and Password will not be shared with any other employees of your entity as this is considered a security violation.
- With few exceptions, you have the right to request and be informed about the information that the TDA collects about you. You are entitled to receive and review the information upon request. You also have the right to ask TDA to correct any information that is determined to be incorrect (reference: Government code, Sections 552.021, 552.023, and 559.004).

FSMC Purchasing

If you have any questions regarding purchasing through Food Service Management Contracts or Cooperative Contracts, please contact TDA at 877-TEX-MEAL or SquareMeals@TexasAgriculture.gov.

TEXAS AUTOMATED NUTRITION SYSTEM (TANS)

The Texas Department of Agriculture's Food and Nutrition Division administers 12 federal child and special nutrition programs. The Texas Automated Nutrition System (TANS) helps ensure TDA fulfills its mission to advance compliant federal nutrition programs by providing administrators, state users, and sponsors with web-based access to program applications, claims, compliance reviews, and related nutrition program functions.



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Toll Free: (877) TEX-MEAL | For the hearing impaired: (800) 735-2989 (TTY)

Learn the differences between TX-UNPS and TANS

Hear when and how NSLP will be rolled out in TANS

See where updates and training can be accessed



Agenda



Where it Started



Orchard



Where it's
Headed



Texas Automated
Nutrition System
(TANS)



What's Next?



System Rollout



What's
Happening?



Updates and
Training



Questions and
FAQ



Why? How?

Start / Current



Where It Started



Where it started : TXUNPS

ACCURACY

USABILITY

FLEXIBILITY

SECURITY



Navigation

- Standardized navigation
- "Save My Place" functions
- Logical progression of workflow

Modern Interactions

- Corresponds to USDA modernization
- Tech Tips and Workflow Tracking

Usability



USDA Changes

- Rapidly changing demands require rapid response

Business Priorities

- Shared codebase limits customization

Flexibility



Where It's Headed



Where it is Headed

Washington D.C. OSSE's Orchard was selected, followed by

- Code Sharing Agreement
- Stood up the system
- Gap Analysis
- Formed a Team
- Development Started

DC OSSE

Washington DC's Office of the State Superintendent of Education (OSSE) is a state education agency that liaises with the federal government on education and Food and Nutrition.



What's Next?



System Rollout



Security



Getting Started / Access

- Texas Department of Agriculture will migrate all valid and current user information including username and establish equivalent roles
- "Welcome" email will prompt with username and link to reset password
- Enables access to the application and library



User Account Manager (UAM)

- Users in TXUNPS who have the UAM designation will retain it in TANS
- Will have the ability to Create/Edit/Deactivate users on behalf of your Org



Area-Specific Roles

APPLICATIONS

CLAIMS

COMPLIANCE

READ - ONLY



Roles and Rights are very similar, with some small caveats

APPLICATIONS

Responsible for
completing and
submitting application,
site management, CEP
Schedule, etc.

CLAIMS

Responsible for
creating and submitting
claims

COMPLIANCE

Responsible for
viewing, editing, and
submitting Review and
CAD

READ - ONLY

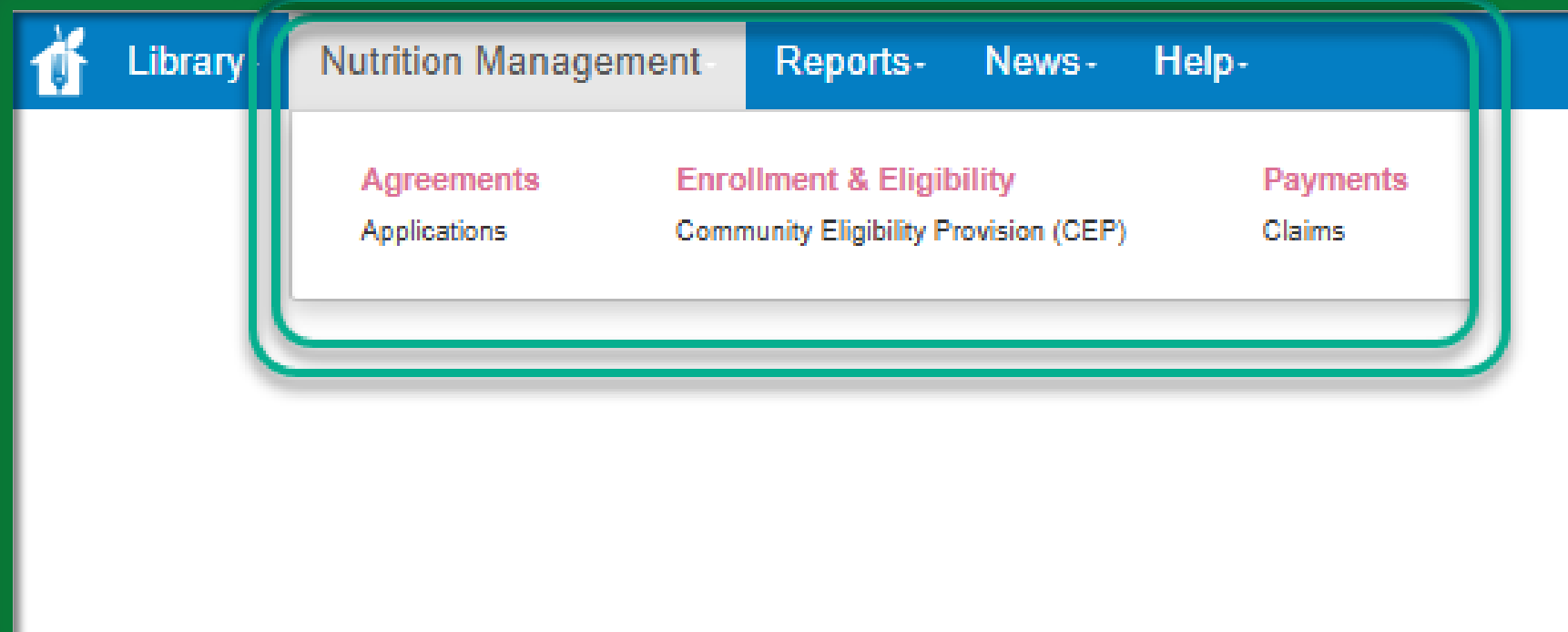


What's Happening?

Updates and Training



A glimpse of National School Lunch Program Application in TANS



Nutrition Management

- Agreements
 - Applications
- Enrollment and Eligibility
 - Community Eligibility Provision(CEP)



Applications

Gives a summary view of
All the Programs an Organization
is participating in a year

The screenshot shows the ME application interface. The top navigation bar includes links for Library, Nutrition Management, Reports, News, and Help. The 'Applications' link is highlighted with a green box. Below the navigation bar, there are three main sections: 'Agreements Applications', 'Enrollment & Eligibility Community Eligibility Provision (CEP)', and 'Payments Claims'. A large yellow arrow points from the 'Applications' link to the 'Applications' section in the main content area. The 'Applications' section displays a table with columns for Program, Year, and Specialist. The table shows one row for NSLP in 2025, managed by Kritika Ratnani. The table is paginated, showing 1 of 5 items per page.

Program	Year	Specialist
NSLP	2025	Kritika Ratnani



Enrollment & Eligibility

Organization, in the month of March annually, will enter their Enrollment data

The screenshot shows a web application interface with a blue header bar containing navigation links: Library-, Nutrition Management-, Reports-, News-, and Help-. Below the header, there are three main menu items: Agreements (Applications), Enrollment & Eligibility (Community Eligibility Provision (CEP)), and Payments (Claims). The 'Enrollment & Eligibility' menu item is highlighted with a green border. A large yellow arrow points down from this menu item to the main content area below. The main content area has the same blue header bar. Below the header, there is a 'Year:' dropdown menu set to '2026'. Below that is a section titled 'Community Eligibility Provision' with a dropdown arrow and an information icon. Under this section are three buttons: '+ Add New Record', '✓ Save changes', and '⌂ Cancel changes'. Below the buttons is a 'SiteName' field. At the bottom, there is a pagination bar showing '0' items per page, with a dropdown menu set to '20' items per page.



Left Navigation Explained

The screenshot displays a web application interface for the NSLP: Little Hearts Elementary. The left navigation menu is highlighted with a green border and includes the following items:

- Program Information
- Organization
- Application
- Financial Information
- Management Plan
- Documents
- Site Management
 - Site Information
 - CEP Schedule
 - Site Summary
- Organization Acceptance
 - Confirm and Accept
- State Agency
 - SA Determination
 - Notifications
- History
 - Version Log

The main content area shows the form for "NSLP: Little Hearts Elementary" with the following fields:

- TIN: 44444666666
- *UEI: 44446666666
- Organization ID: 10040
- Organization Name: Little Hearts Elementary
- County: WILLIAMSON
- ESC Region: 13
- Organization Main Contact
 - *First Name: Kritika
 - *Phone: (512) 936-5941
 - Extension:
- Physical Address
 - *Address:



Program Information

Organization

Application

Financial Information

Management Plan

Documents

Site Management

Site Information

CEP Schedule

Site Summary

Organization Acceptance

Confirm and Accept

NSLP: Little Hearts Elementary FY: 2025 Draft

TIN:

44444666666

Organization ID:

10040

County:

WILLIAMSON

Organization Main Contact

*First Name:

Kritika

*Phone:

(512) 936-5941

Organization

The Organization Information
can be accessed from this page



Application

The NSLP Application
Form for the Organization

The screenshot displays the NSLP Application Form for the Organization interface. The top navigation bar includes links for Library, Nutrition Management, Reports, News, and Help. The left sidebar menu is expanded, showing the following options: Program Information, Organization, Application (highlighted with a green border), Financial Information, Management Plan, Documents, Site Management, Site Information, and Site Summary. The main content area is titled "NSLP: Little Hearts Elementary FY: 2025". It contains a section for Program Selection with the following options: National School Lunch Program (NSLP) (checked), School Breakfast Program (SBP) (unchecked), After School Care Program (ASCP) (unchecked), and Seamless Summer Option (SSO) (unchecked). Below this is a section for Primary NSLP Contact, which includes a field for First Name.

Library- Nutrition Management- Reports- News- Help-

Program Information

Organization

Application

Financial Information

Management Plan

Documents

Site Management

Site Information

Site Summary

NSLP: Little Hearts Elementary FY: 2025

*** Program Selection**

☒ National School Lunch Program (NSLP)

☐ School Breakfast Program (SBP)

☐ After School Care Program (ASCP)

☐ Seamless Summer Option (SSO)

Primary NSLP Contact ⓘ

***First Name:**



Financial Information

The Organization's general
Financial Information

Library- Nutrition Management- Reports- News- Help-

Program Information

- Organization
- Application
- Financial Information**
- Management Plan
- Documents

Site Management

- Site Information
- Site Summary

Organization Acceptance

- Confirm and Accept

State Agency

- SA Determination
- Notifications

NSLP: Little Hearts Elementary FY: 2025 Draft Version: 1.0

Federal Funding

*Does the institution receive \$1,000,000 or more per year in total federal funding?

Annual Audit for the Program Year 2025-2026 ⓘ

Non-Federal Organizations (including States, federally recognized Indian Tribes, etc.) are required to have an annual audit. For more details on audit requirements, please refer to the audit requirements section of the NSLP manual.

Name and Title of Organization's Financial Audit Contact ⓘ

*First Name:

*Phone:

*Title:



Management Plan

Requirements to successfully administer the NSLP programs can be detailed out.

The screenshot shows a web application interface for NSLP management. At the top is a blue navigation bar with links: Library-, Nutrition Management-, Reports-, News-, and Help-. Below this is a sidebar with a tree view containing sections like Program Information, Site Management, and Organization Acceptance. The 'Management Plan' item under 'Program Information' is highlighted with a green box. The main content area shows details for 'NSLP: Little Hearts Elementary FY: 2025 Draft Version: 1.0'. It includes a sub-navigation bar with 'Admin', 'Eligibility & Pricing', 'Policies', and 'Training', each with a warning icon. The 'Admin' tab is active. Below this, there are sections for 'Accountability & Collection' and 'Counting & Claiming Methods'. The 'Counting & Claiming Methods' section has checkboxes for 'Breakfast', 'Lunch' (which is checked), and 'Supplement (Snack)', each followed by a 'Select' button.

Library- Nutrition Management- Reports- News- Help-

Program Information

- Organization
- Application
- Financial Information
- Management Plan**
- Documents

Site Management

- Site Information
- Site Summary

Organization Acceptance

NSLP: Little Hearts Elementary FY: 2025 Draft Version: 1.0

Admin ⚠ Eligibility & Pricing ⚠ Policies ⚠ Training ⚠

Accountability & Collection

* Please confirm that you have read and agree to the [Accountability & Collection](#)

Counting & Claiming Methods

* Indicate the meal counting method(s) used for the meal types served:

<input type="checkbox"/> Breakfast	Select
<input checked="" type="checkbox"/> Lunch	Select
<input type="checkbox"/> Supplement (Snack)	Select

A screenshot of the TANS web application interface. The top navigation bar is blue with white text for 'Library-', 'Nutrition Management-', 'Reports-', 'News-', and 'Help-'. On the left, a sidebar menu is expanded, showing categories like 'Program Information', 'Management Plan', 'Site Management', 'Organization Acceptance', 'State Agency', and 'History'. The 'Documents' option under 'Management Plan' is highlighted with a blue background and a green border. The main content area on the right is titled 'NSLP: Little Hearts Elementary' and contains sections for 'Title', 'Organization Documents', and 'Required Documents', each with a large empty box for input.

Documents

The Organization provides all the necessary documentation within TANS.



Site Information

Site Application Form
for NSLP Application

The screenshot shows a web-based application form for the National School Lunch Program (NSLP). The interface has a blue header with navigation links: Library, Nutrition Management, Reports, News, and Help. A left sidebar contains a tree view with 'Program Information' and 'Site Management' expanded. Under 'Program Information', there are links for Organization, Application, Financial Information, Management Plan, and Documents. Under 'Site Management', 'Site Information' is highlighted. The main content area is titled 'NSLP: Little Hearts Elementary FY: 2025 Draft Version: 1.0'. It includes a 'Previous Site' link and a site identifier 'Little Hearts Elementary (42)' with a warning icon. A tabbed interface at the top of the form area shows 'General', 'Meal Service', 'Enrollment', 'Management Plan', 'Document', and 'Site Determination', with 'General' selected. The 'General' tab contains two questions: '*Is this site applying to participate in the NSLP?' with radio buttons for 'Yes' (selected) and 'No', and '*Operating Status:' with radio buttons for 'Active' (selected) and 'Inactive'. A 'Monitoring Schedule' section is partially visible at the bottom.



The screenshot displays a web application for managing National School Lunch Program (NSLP) sites. The interface includes a top navigation bar with links for Library, Nutrition Management, Reports, News, and Help. A left sidebar contains a tree view of navigation options: Program Information, Site Management, Organization Acceptance, State Agency, and History. The 'Site Summary' option under Site Management is highlighted with a red box. The main content area shows the 'NSLP: Little Hearts Elementary FY: 2025 Draft Version: 1.0' page. It features a 'Site List' table with columns for Total, Eligible, Active, and Inactive sites. Below the table, there are sections for 'Service Days' and 'Site Type(s)'. The 'Service Days' section shows counts for Monday, Tuesday, Wednesday, and Thursday. The 'Site Type(s)' section lists various site types and their counts.

Site Name	Total	Eligible	Active	Inactive
Little Hearts Elementary (42)	2	0	2	0
Sacred Hearts Elementary (43)				

The following sections represent a summary count of the number of sites:

Service Days

Monday	Tuesday	Wednesday	Thursday
0	0	0	0

Site Type(s)

Number of Sites Operating the following:

- Standard
- Community Eligibility Provision (CEP)
- Provision 1 (P1)
- Provision 2 (P2)
- Provision 3 (P3)
- Seamless Summer Option (SSO)
- Head Start (HS)

Site Summary

Organization can have a comprehensive summary of their participation



Confirm and Accept

Agreements and certification Signature and submission

A screenshot of a web application interface for the National School Lunch Program (NSLP). The interface has a blue header bar with navigation links: Library, Nutrition Management, Reports, News, and Help. Below the header, there's a sidebar on the left with a tree view containing 'Program Information' (with sub-items: Organization, Application, Financial Information, Management Plan, Documents) and 'Site Management' (with sub-items: Site Information, CEP Schedule, Site Summary). The main content area on the right shows the title 'NSLP: Little Hearts Elementary FY: 2025 Draft Version: 1.0'. Below the title, there's a section for 'Acknowledge and certify your agreement to the statements below by checking the corresponding boxes:'. This is followed by a 'Comments / Notes:' text area and a 'Signature:' section. The signature section includes a statement: 'I agree that by submitting this application, I am electronically signing and confirming the information included is accurate.' Below this are two input fields labeled '*First Name:' and '*Last Name:'. At the bottom of the sidebar, a blue button labeled 'Confirm and Accept' is highlighted with a green border and a drop shadow. A mouse cursor is visible near the bottom right of the main content area.



The screenshot displays the NSLP application interface for 'Little Hearts Elementary' in 'FY: 2025'. The left sidebar contains a navigation menu with sections: Program Information, Site Management, Organization Acceptance, State Agency, and Notifications. The 'State Agency' section is expanded, and 'SA Determination' is highlighted. The main content area shows the 'Agreement' section with 'Application Type' set to 'NSLP' and 'Assigned Specialist' as 'kritika ratnani - kratnani13'. Below this, the 'State Agency Determination' section includes a question: '1. Is this SFA entitled to receive the two cent differential reimbursement?'. A text box explains the 'Two Cent Differential Lunch auto determination' rule. At the bottom, a table displays lunch counts.

Total Free Lunches	Total Reduced Price Lunches	Total Lunches	Free & Reduced Price Lunches
520	520	1680	

State Agency Determination

The State Agency determines the participation of Organization



Notifications

A Glossary of all the inbound and outbound Notifications for Organization and State Agency.

The screenshot shows a web application interface for 'Nutrition Management'. The top navigation bar includes links for 'Nutrition Management', 'Reports', 'Admin', 'Help', and 'News'. A sidebar on the left contains a tree view with categories: 'Program Information' (with sub-items: Organization, Application, Financial Information, Management Plan, Documents), 'Site Management' (with sub-items: Site Information, CEP Schedule, Site Summary), 'Organization Acceptance' (with sub-item: Confirm and Accept), 'State Agency' (with sub-item: SA Determination), 'Notifications' (highlighted with a blue bar and a green border), 'History', and 'Version Log'. The main content area on the right is titled 'NSLP: Little Hearts Elementary FY: 2025 Draft Version: 1.0'. It features a 'Notification Type' dropdown menu with 'Other' selected, which is also highlighted with a green border.



The screenshot displays the NSLP: Little Hearts Elementary application interface. The top navigation bar includes links for Library, Nutrition Management, Reports, News, and Help. The left sidebar contains a tree view with categories like Program Information, Site Management, Organization Acceptance, State Agency, and History. The main content area shows the Version Log for the application, which is currently in Draft status. The Version Log table lists the following data:

Version	Status	Created Date	Created By
1.0	Draft	04/11/2025	kritika ratnani

The Version Log is highlighted with a green border. The left sidebar also has a green border around the History section, which includes the Version Log link.

Version Log

A Version log repository of approved applications



Frequently Asked Questions

Will the term Contracting Entity (CE) be changed to Organization?

Yes, TANS uses the term “organization,” where you may be used to hearing “contracting entity” or CE. These and other terms are being adopted to support better alignment with USDA regulations and make use of the existing system functionality.



Frequently Asked Questions

Will organizations be assigned new identification numbers?

Any active organization using TX-UNPS at the time of the transition will have the legacy organization ID migrated over. These are 5-digit IDs beginning with a 0. Example, Org ID 00001.

New organizations with no active profile in TX-UNPS at the time of the transition will receive a new TANS organization ID. These are 5-digit IDs beginning with a 1. Example: Org ID 10001.



Frequently Asked Questions

Will sites be assigned new identification numbers?

Yes, TANS automatically assigns unique identification numbers to sites, so it is very unlikely that your sites will have the same site IDs in TX-UNPS and TANS.

However, TDA will be migrating the TX-UNPS site ID for reporting purposes only. You will not see or use this legacy site ID in TANS.



Frequently Asked Questions

Will TANS have a help button?

Yes, TANS will have a Help menu in the top menu options. In this menu users will be able to change their password, report system bugs, and access user manuals.





Stay Informed



Website:

<https://squaremeals.org/FandN-Resources/Systems-Hub/TANS>

- **TANS Talks:** Monthly webinars covering status and FAQ
- **Timelines:** Program-specific rollout into TANS
- **Training:** Materials will be posted as they are made available



CLOSING

Statement

TXUNPS will be replaced by TANS

TANS will maintain a more modern user flow

User profiles and some organization data will be migrated





Leave Us Feedback In The App!



2:03

LTE 95%

Skip

Submit

Session feedback

1. Session Rating *



2. The content is relevant to my current role and applicable to my daily work

- ☐ Agree
☐ Disagree

3. I feel confident in applying the knowledge gained in this presentation. *

- ☐ Agree
☐ Disagree

4. The presenter's delivery of the content was effective. *

- ☐ Agree
☐ Disagree

5. The session was engaging and interactive.

- ☐ Agree
☐ Disagree

6. The presenter encouraged questions and discussions.

- ☐ Agree
☐ Disagree



THANK YOU!

Questions?

[Submit to the TANS Feedback Form](https://app.smartsheet.com/b/form/3579513a7fc8432d8e9b03c2d95c7b3b)

<https://app.smartsheet.com/b/form/3579513a7fc8432d8e9b03c2d95c7b3b>



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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for
Civil Rights 1400 Independence
Avenue, SW Washington, D.C.
20250-9410; or

2. fax:

(833) 256-1665 or (202) 690-7442; or

3. email:

program.intake@usda.gov

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