

# TANS Training

## Texas Automated Nutrition System: Part 1- Applications



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

Fraud Hotline: 1-866-5-FRAUD-4 or 1-866-537-2834 | P.O. Box 12847 | Austin, TX 78711

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This product was funded by USDA. This institution is an equal opportunity provider.



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



4/6/2026



### **Mission:**

To advance compliant USDA nutrition programs through effective partnerships and educational resources.



### **Vision:**

To increase Texans' access to healthy meals by effectively administering USDA food and nutrition assistance programs.

# Certificate of Completion

**This certifies that:**

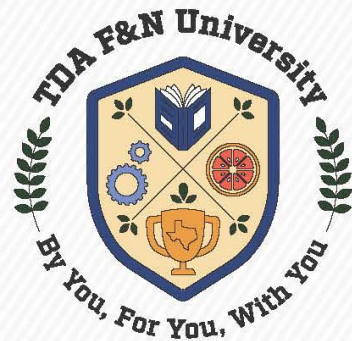


**Successfully Completed**



\_\_\_ Hours

Date: \_\_\_\_\_



ESC Specialist  
ESC Region \_\_\_\_

*Lindsay Rodgers*  
\_\_\_\_\_  
Administrator for Food & Nutrition  
Texas Department of Agriculture

This course satisfies the following USDA Learning Code(s):

**USDA Key Areas**

- ❖ 3000 (Administration)

# Acknowledgement Statement

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## You understand and acknowledge that:

- 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.

Three light blue paper airplanes are shown flying upwards. Each airplane is positioned at the top of a vertical dashed white line. The lines extend from the bottom of the frame to the base of each airplane. The airplanes are arranged in a slightly staggered pattern, with one on the left, one in the middle, and one on the right.

Resources

&

Expectations

A light blue paper airplane is shown flying horizontally to the right. It is positioned at the end of a dashed white line that starts from the bottom left, curves upwards and then horizontally to the right, ending at the base of the airplane. The airplane is positioned at the top of this horizontal segment of the dashed line.

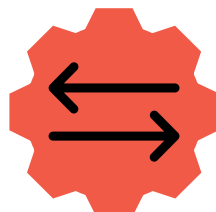
# Objectives



Examine common questions.



Explore the TANS Application System.

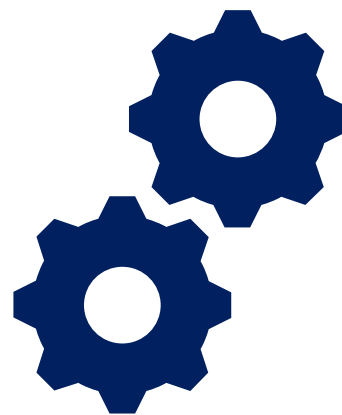


Compare and align terms.



Complete the application process.

# Why does this matter?



Efficiency



Compliance

# Pre-Assessment

- Use a unique, 4-digit identifier (last 4 of cell #)
- You will use the same ID # for the post-assessment
- Why?
  - TDA will collect and analyze data to improve training effectiveness
  - Assessment is anonymous


## TANS Applications Training



# 1

## TANS Introduction



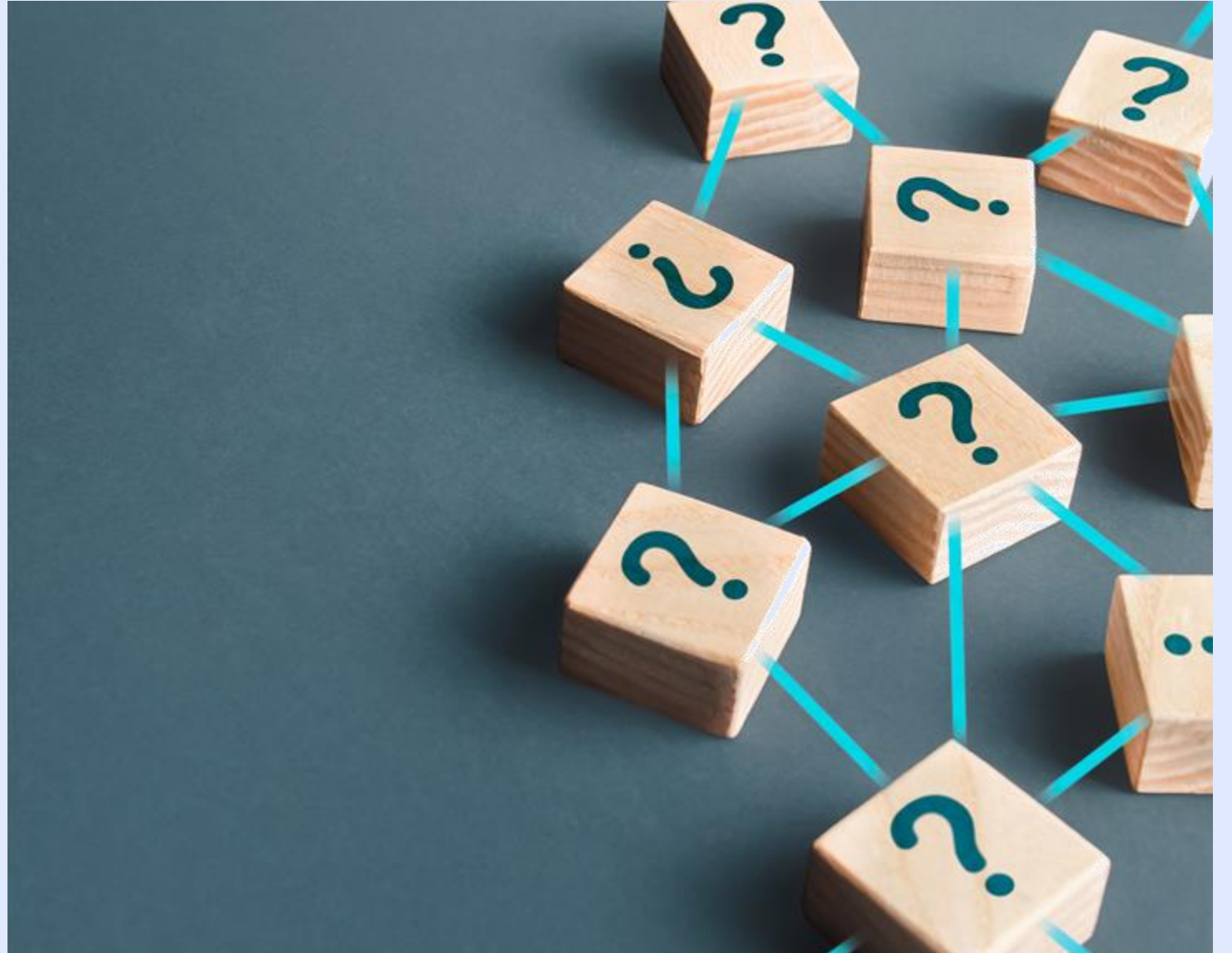
A woman with long dark hair, wearing a light blue long-sleeved sweater, is walking through a supermarket aisle. She is holding a bright orange plastic shopping basket filled with various items, including a pineapple and green leafy vegetables. She is also holding a mobile phone to her ear with her left hand. The background is a blurred view of supermarket shelves and bright overhead lights.

What happens  
when your  
favorite store is  
rearranged, and  
how does that  
compare to the  
transition to  
TANS?

What are some positive outcomes that can come from change?

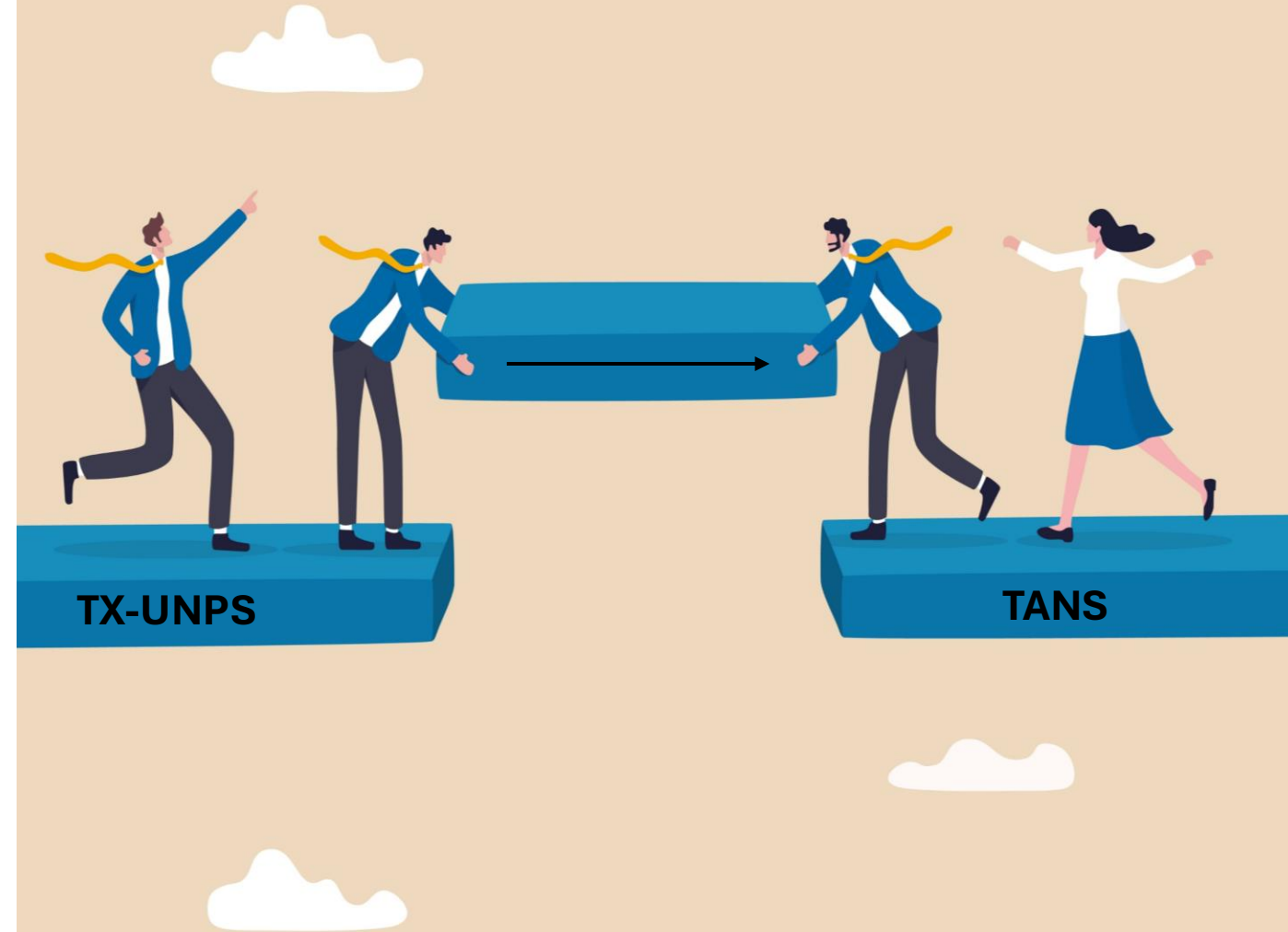


# FAQ



2

# Terminology Crosswalk Activity



# Terminology Crosswalk

## Program Information



**Contracting Entity**  
**CE**



**Organization**  
**Org**

# Terminology Crosswalk

## Program Information



**School Year Dates of  
Operation**



**Operating  
Dates**

# Terminology Crosswalk

## Program Information



**Superintendent**  
**Sponsoring Official**



**Authorized**  
**Representative**

# Terminology Crosswalk

## Program Information



**Child Nutrition Director**

**Claim Preparer**



**Child Nutrition Director**

**Claim Preparer**

# Terminology Crosswalk

## Program Information



**Hearing Official**

**Reviewing Official**



**Hearing Officer**

**Reviewing Officer**

# Terminology Crosswalk

## Program Information



**Verifying  
Official**



**Eligibility  
Determination  
Designee**

# Terminology Crosswalk

## Program Information



**Food Distribution  
Program  
(Commodities)**



**Food Distribution  
Program  
(Commodities)**

# Terminology Crosswalk

## Program Information



**FSMC**

**Vended Meals**



**FSMC**

**Vended Meals**

# Terminology Crosswalk

## Program Information



**Severe Need  
Lunch**



**Two-Cent  
Differential**

# Terminology Crosswalk

## Program Information



### Applications

**User Access Manager**



### Agreements

**User Access Manager**

# Terminology Crosswalk

## Program Information



**Form  
FND 135**



**Form  
FND 140**

# Terminology Crosswalk

## Program Information



**Contracting Entity  
ID**



**Organization  
ID**

# Terminology Crosswalk

## Program Information



**Texas Unified Nutrition  
Program System  
TX-UNPS**



**Texas Automated  
Nutrition System  
TANS**

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Applications

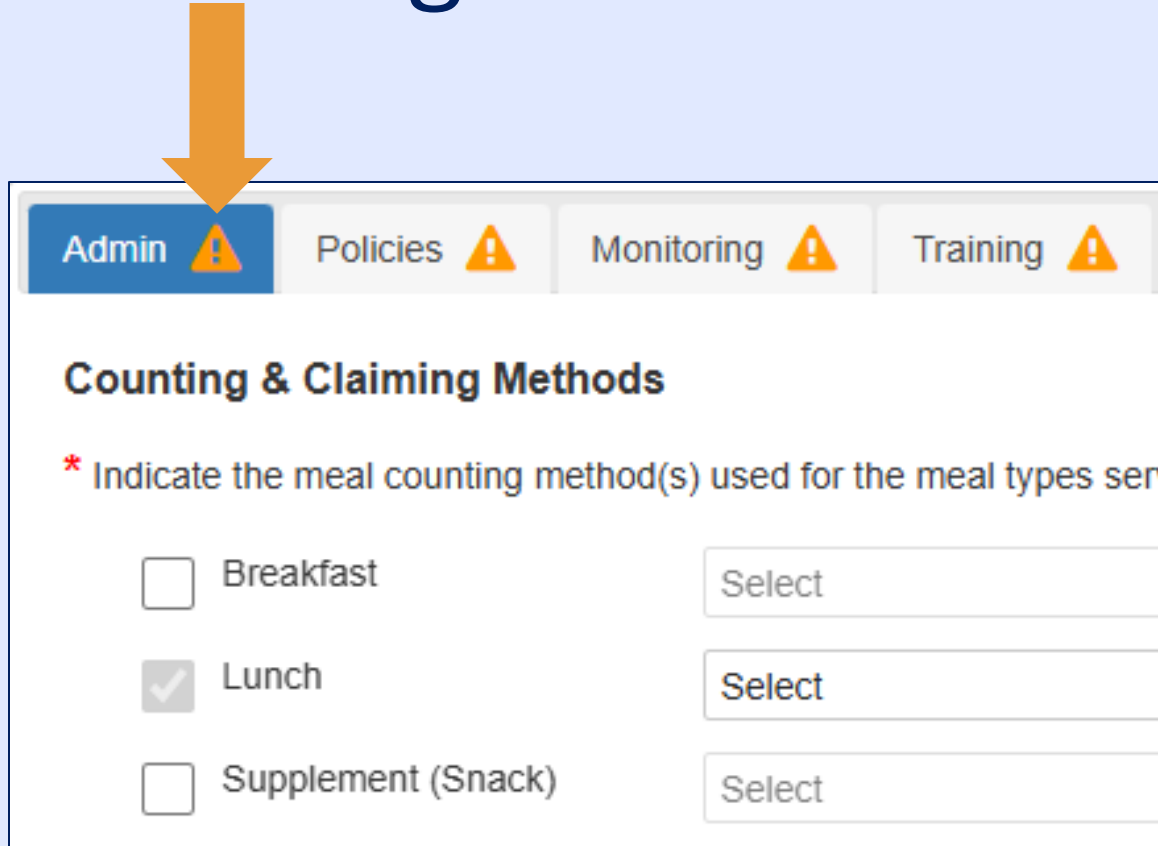




# Three Key Items to Remember



# TANS Navigation Pane

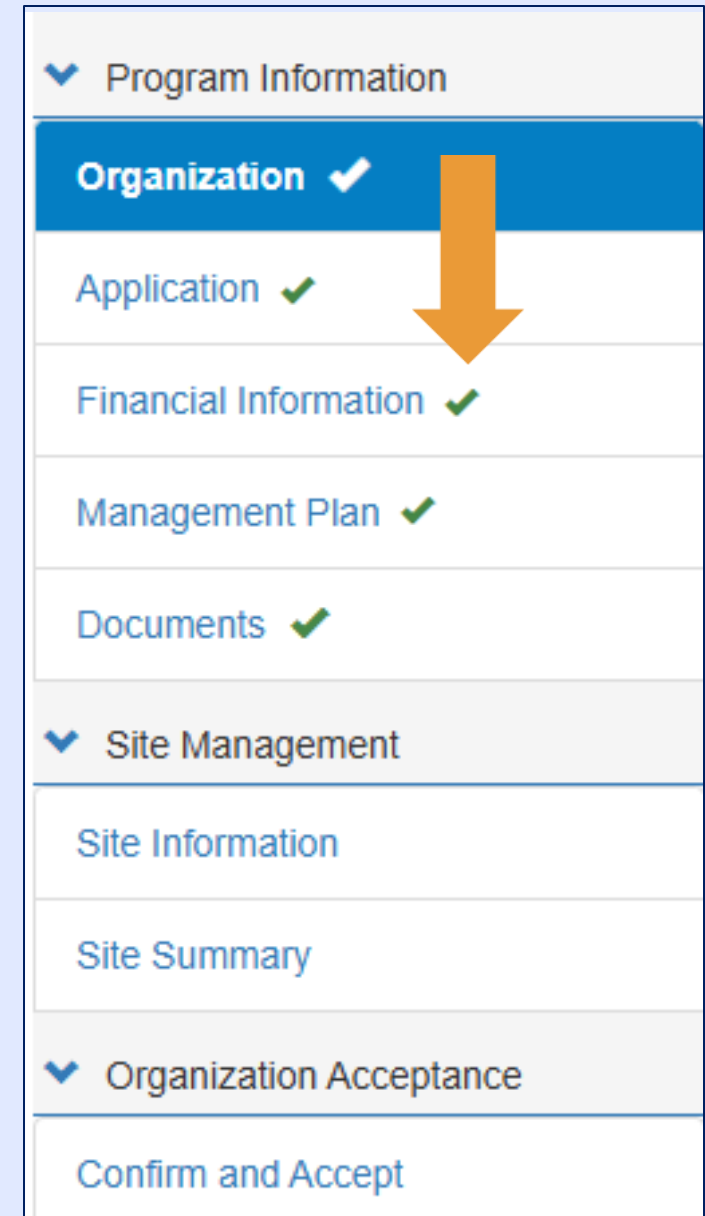


Admin ⚠ Policies ⚠ Monitoring ⚠ Training ⚠

## 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



Program Information

**Organization ✓**

Application ✓

Financial Information ✓

Management Plan ✓

Documents ✓

Site Management

Site Information

Site Summary

Organization Acceptance

Confirm and Accept

# TANS NSLP Applications Activity

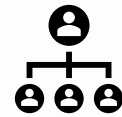
<https://trainingtans.texasagriculture.gov>

## Aisles:

User Info



UAM



TANS Menu



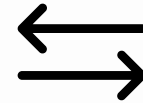
Applications



Documents



Modifications



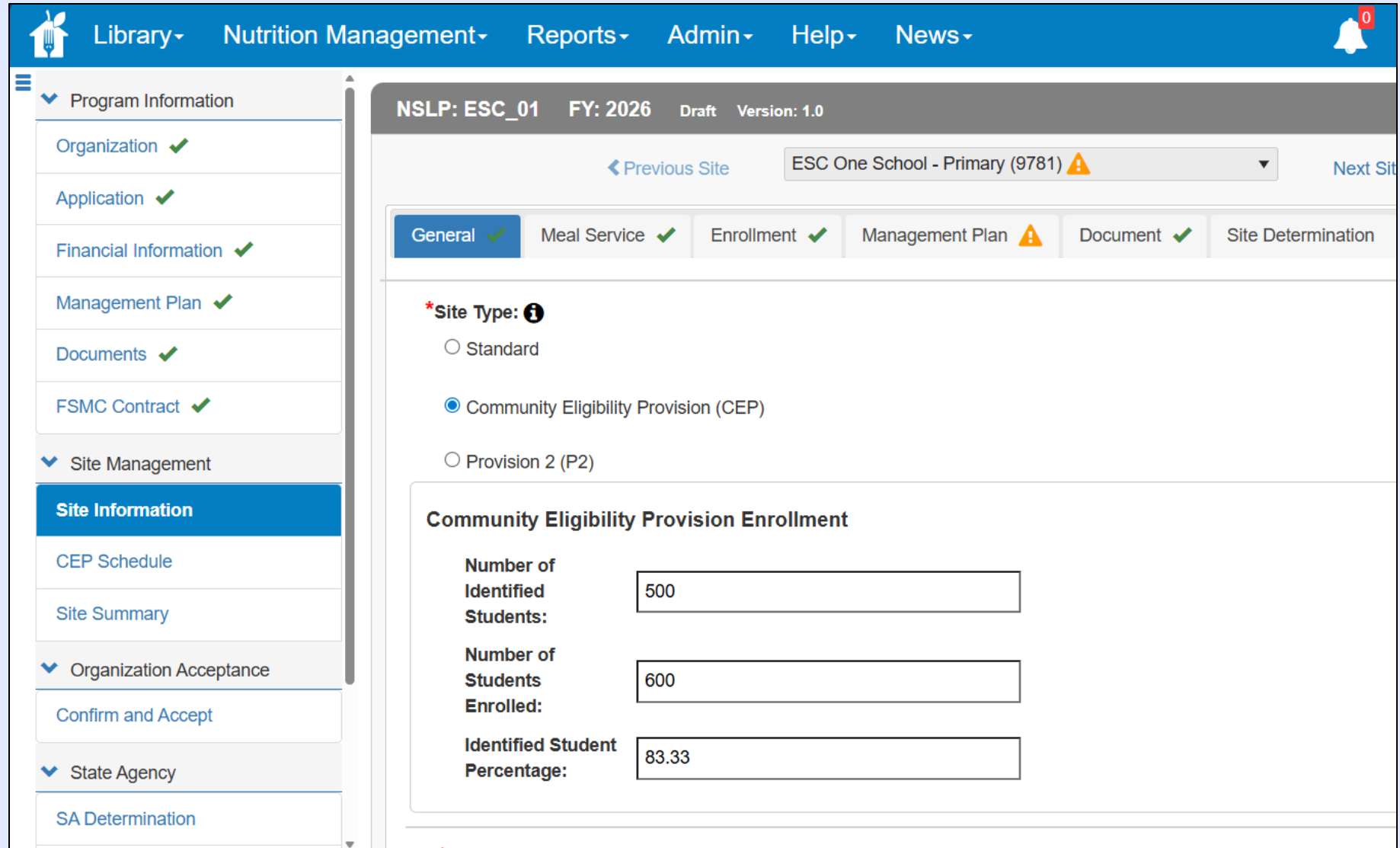
# Credential Use Oath

I solemnly swear to use the provided login credentials for this training only, and not to save usernames or passwords to my computer.

I will protect this shared access and ensure it is not stored, shared, or reused outside of this training.



# CEP Enrollment



Library Nutrition Management Reports Admin Help News

NSLP: ESC\_01 FY: 2026 Draft Version: 1.0

ESC One School - Primary (9781)

General Meal Service Enrollment Management Plan Document Site Determination

\*Site Type: **i**

Standard

Community Eligibility Provision (CEP)


Provision 2 (P2)

**Community Eligibility Provision Enrollment**

Number of Identified Students:	500
Number of Students Enrolled:	600
Identified Student Percentage:	83.33

# CEP Schedule

Library- Nutrition Management- Reports- Admin- Help- News-

 0
 ORG User Access Manager: ESC One
Logoff

Program Information

- Organization ✓
- Application ✓
- Financial Information ✓
- Management Plan ✓
- Documents ✓
- FSMC Contract ✓

Site Management

- Site Information
- CEP Schedule
- Site Summary

Organization Acceptance

**NSLP: ESC\_01**   **FY: 2026**   Draft   Version: 1.0 CEP Schedule

**CEP Schedule - Groups**

Group Name	Cycle Year	Data Year	Number Of Sites In Group	Number Of Identified Students	Enrollment	ISP (%)	Free (%)	Paid (%)
Unassigned			1	500	600			

◀ ◁ 1 ▷ ▶   20 items per page   1 - 1 of 1 items ↻

**CEP Schedule - Site**

✓ Save Changes
⊗ Cancel Changes

Site Id	Site Name	Group Name	Cycle Year	Data Year	Number Of Identified Students	Enrollment	ISP (%)	Free (%)	Paid (%)
9781	ESC One School - Primary	Unassigned	2025-2026	2024-2025	500	600	83.33	100.00	0.00

◀ ◁ 1 ▷ ▶   20 items per page   1 - 1 of 1 items ↻

# CEP Schedule

Library- Nutrition Management- Reports- Admin- Help- News-

 0 ORG User Access Manager: ESC One [Logoff](#)

- Program Information
  - Organization ✓
  - Application ✓
  - Financial Information ✓
  - Management Plan ✓
  - Documents ✓
  - FSMC Contract ✓
- Site Management
  - Site Information
  - CEP Schedule
  - Site Summary
- Organization Acceptance

NSLP: ESC\_01 FY: 2026 Draft Version: 1.0
CEP Schedule

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◀ 1 ▶ 20 items per page 1 - 1 of 1 items ↻

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9781	ESC One School - Primary	Unassigned ▼	2025-2026	2024-2025	500	600	83.33	100.00	0.00

◀ 1 ▶ 20 items per page 1 - 1 of 1 items ↻

# CEP Schedule

**Program Information**

- Organization ✓
- Application ✓
- Financial Information ✓
- Management Plan ✓
- Documents ✓
- FSMC Contract ✓

**Site Management**

- Site Information
- CEP Schedule
- Site Summary

**Organization Acceptance**

- Confirm and Accept

NSLP: ESC\_01 FY: 2026 Draft Version: 1.0
CEP Schedule

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◀ 1 ▶ 20 items per page 1 - 1 of 1 items ↻

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9781	ESC One School - Primary	Unassigned	2025-2026	2024-2025	500	600	83.33	100.00	0.00

◀ 1 ▶ 20 items per page 1 - 1 of 1 items ↻

- Unassigned
- Unassigned
- Individual
- Group 1
- Group 2
- Group 3
- Group 4
- Group 5

# CEP Schedule

Library- Nutrition Management- Reports- Admin- Help- News-

 0
 ORG User Access Manager: ESC One
Logoff

- Program Information
  - Organization ✓
  - Application ✓
  - Financial Information ✓
  - Management Plan ✓
  - Documents ✓
  - FSMC Contract ✓
- Site Management
  - Site Information
  - CEP Schedule
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NSLP: ESC\_01 FY: 2026 Draft Version: 1.0
CEP Schedule

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◀ 1 ▶ 20 items per page 1 - 1 of 1 items ↻

### CEP Schedule - Site

✓ Save Changes
⊘ Cancel Changes

Site Id	Site Name	Group Name	Cycle Year	Data Year	Number Of Identified Students	Enrollment	ISP (%)	Free (%)	Paid (%)
9781	ESC One School - Primary	Group 1	2025-2026	2024-2025	500	600	83.33	100.00	0.00

◀ 1 ▶ 20 items per page 1 - 1 of 1 items ↻

## FFVP Application Activity



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Next Steps





What?  
So What?  
Now What?

# Questions

## TANS Applications Training



# Post-Assessment

- Use a unique, 4-digit identifier (last 4 of cell #)
- Use the same ID # used for the pre-assessment
- Why?
  - So TDA can collect and analyze data to improve training effectiveness
  - Assessment is anonymous

Leave Us Your  
Feedback!



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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](mailto:program.intake@usda.gov)

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**COMMISSIONER SID MILLER**

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# Last Updated

03/25/2026