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Subject: Commodity Allocation and Receipt Summary Report (CARS) for School Year 2019-20
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The Commodity Allocation and Receipt Summary (CARS) report for your School Food Authority (SFA) is now available in the online [Wisconsin USDA Foods Ordering System](#). This summary shows the USDA Foods received by your SFA, the value of the items, and the percentage of your entitlement received.

At the bottom of the report, the amount next to the line, “*Total Value Received: Entitlement, Bonus, DoD, UNPFV, and Raw Product*” is the total value of USDA Foods your SFA has received for SY 2019-20. This amount is what your SFA may need for year-end reports.

To access the SY 2019-20 CARS report:

1. Access the [USDA Foods Ordering System](#) webpage and click on the [Wisconsin USDA Foods Ordering System](#) link.
2. Enter the user id (agency code) and password (4 digit password) specific to your SFA.
3. Once you have entered the [Wisconsin USDA Foods Ordering System](#), a message board will be displayed. After you have read the message board information, click on the “Continue” button that is located below the message board information.
4. To access Program Year 2020, click on the year “2020.”
5. If your SFA also participates in the Summer Food Service Program (SFSP), make sure that you are in the National School Lunch Program (NSLP). The Program is listed on the right side, below the web tool bar and above the School Food Authority Summary portion of the system. To change the Program, click on the word “Program” and select the desired program.
6. Below the web tool bar and above the School Food Authority Summary portion of the system, on the left side, you will see the following words listed: Summary, Allocations, Orders, Reports, and Resources.
7. Click on the word “Reports.”
8. Click on the words “CARS Report.” The CARS Report will now be displayed.
9. To print a copy of the CARS Report, click on the “Print” button located on the web tool bar.

Detailed instructions for accessing the CARS report in the [Wisconsin USDA Foods Ordering System](#) can be found on pages 31-32 of the [Online Instructions - School Lunch Program SY 19-20](#).

ONLY IF YOU PARTICIPATED IN THE DEPARTMENT OF DEFENSE (DoD) FRESH FRUIT AND VEGETABLE PROGRAM FOR SY 2019-20:

Under the “*DoD Fresh Fruit and Vegetable Program*” section, the amount listed in the “*Value Received*” column reflects the original entitlement value commitment to the DoD Fresh Fruit and Vegetable Program.

ONLY IF YOU WERE IMPACTED BY THE OCTOBER 2019 BONGARDS CHEESE PROCESSING ERROR

In October 2019, the Department of Public Instruction USDA Foods Team notified Wisconsin

Schools about a processing error that impacted the quality of Bongard's Cheese, and we asked you to hold and destroy impacted product.

Due to the timing of the resolution, instead of replacing the impacted cheese, DPI decided to make the adjustments necessary in the Food Distribution System to return the entitlement dollars and credit the processing and handling fees. These adjustments are reflected in your CARS Reports and for more detail, you can log into the [Food Distribution System](#), and click under the Invoicing Tab.

Thank you.

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