

# Child Nutrition Information Payment System

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The Child Nutrition Information and Payment System (CNIPS) is a web based system that helps local educational agencies (LEAs/program operators) administer state and federal nutrition programs such as the School Nutrition Program (SNP), Food Distribution Program (FDP), Child and Adult Care Food Program (CACFP), and the Summer Food Service Program (SFSP).

The CNIPS enables LEAs/program operators to easily submit and view the status of program applications, meal reimbursement claims, and access site and sponsor information within each program. The CNIPS also increases timeliness and accuracy of claims submission, processing, and payments, while reducing the administrative burden on LEAs/program operators.

The California Department of Education (CDE) has developed a number of resources to help program operators navigate the different aspects of CNIPS.

A list of frequently asked questions concerning SNP segments of the CNIPS is available on the CDE's CNIPS Frequently Asked Questions for SNP web page at <http://www.cde.ca.gov/ls/nu/cn/faq.asp>.

A CNIPS tutorial along with "how-to" videos are available to acquaint LEAs/program operators with the CNIPS system. The "how-to" videos are approximately five to fifteen minutes in length and can be found on the CDE's SNP CNIPS Training web page at <http://www.cde.ca.gov/ls/nu/cn/snptraining.asp>.

The CDE has also developed an SNP Program Operator User Manual for CNIPS that is designed to provide LEAs/program operators with a general explanation of each CNIPS available feature, step-by-step instruction for utilizing the CNIPS features including CNIPS screen examples, and tips to increase understanding of the CNIPS system. A link to the CNIPS User Manual can be found at the bottom of the SNP CNIPS Training Web page at <http://www.cde.ca.gov/ls/nu/cn/snptraining.asp>.

Please remember that you are required to keep your contact information updated in CNIPS. Notification emails are sent to the two primary contacts listed in the CNIPS.

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