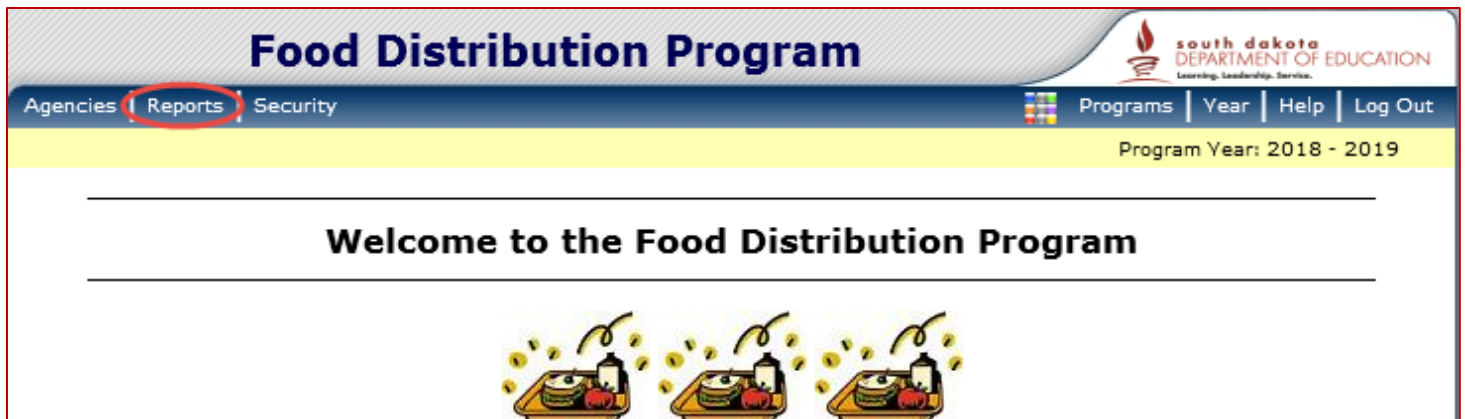


## To Find Year End Food Distribution Reports for Schools in iCAN

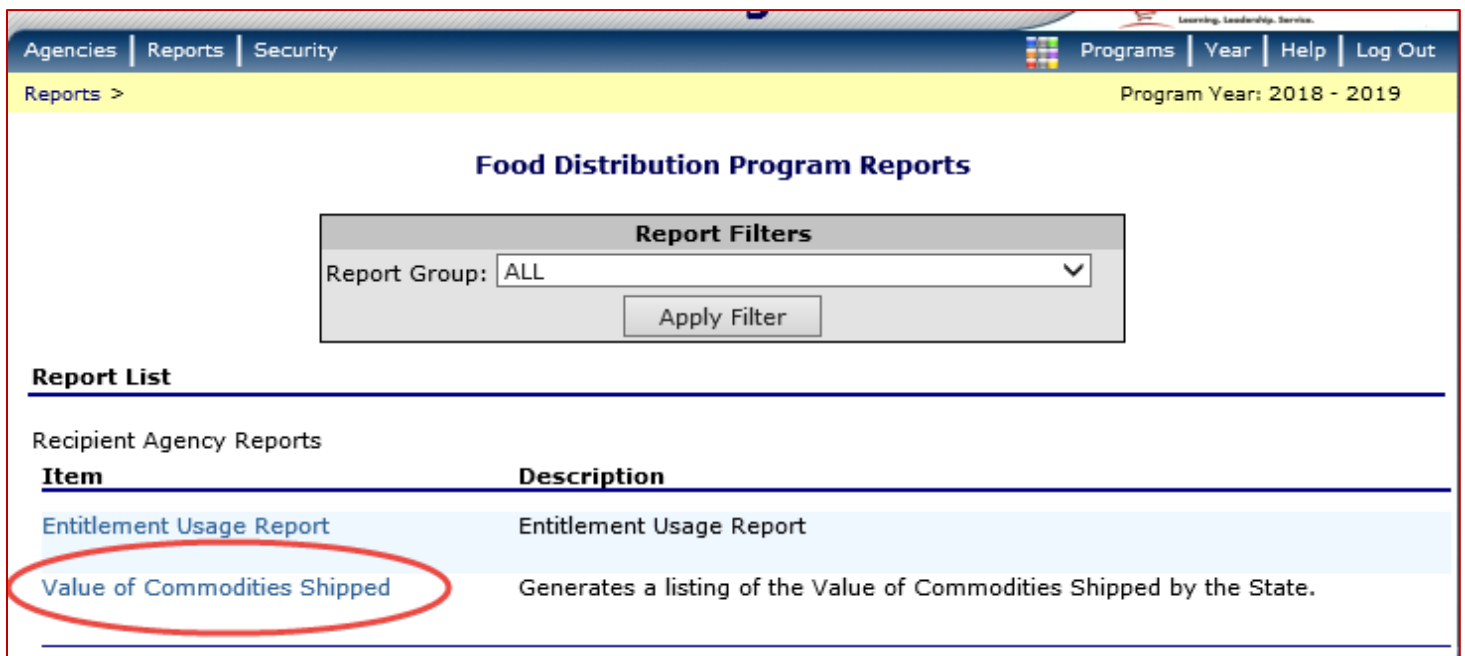
Year End Reports are found in iCAN at this link <https://ican.sd.gov/ican/Splash.aspx>

- Log in to the iCAN System
- Select the yellow *Food Distribution* Button
- Select *Reports* in the blue navigation bar



The screenshot shows the 'Food Distribution Program' splash page. At the top, there is a navigation bar with 'Agencies', 'Reports' (circled in red), and 'Security'. To the right, there are links for 'Programs', 'Year', 'Help', and 'Log Out'. Below the navigation bar, the text 'Welcome to the Food Distribution Program' is centered. At the bottom, there are three illustrations of school lunch trays.

- Select *Value of Commodities Shipped*



The screenshot shows the 'Food Distribution Program Reports' page. At the top, there is a navigation bar with 'Agencies', 'Reports', and 'Security'. Below the navigation bar, there is a 'Report Filters' section with a dropdown menu for 'Report Group' set to 'ALL' and an 'Apply Filter' button. Below the filters, there is a 'Report List' section with a table of reports.

Item	Description
<a href="#">Entitlement Usage Report</a>	Entitlement Usage Report
<a href="#">Value of Commodities Shipped</a>	Generates a listing of the Value of Commodities Shipped by the State.

- **IMPORTANT REMINDER:** The Value of Commodities Shipped Report is not correct until the end of July.
  - Many School Districts continue using the DoD FFAVORS Program until June 30, this causes the delay in reporting final values.
- Schools that utilize bulk processing pounds gather reports outside of iCAN at:
  - K12 website <http://next.k12foodservice.com>
  - and/or the Processor Link website <https://www.processorlink.com>Each site provides reports on a districts pound usage and dollar amounts spent.