

# Food Distribution Program WBSCM Entitlement

*Texas Department of  
Agriculture  
USDA Division*



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

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



Food and Nutrition Division  
Food Distribution Program

# Acknowledgement Statement

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.

# Why WBSCM?

- The FDP Module in TX-UNPS does not have an upgrade.
- Since 2010, TDA has used the Web Based Supply Chain Management System (WBSCM) to submit RA orders to USDA.
- USDA owns and regularly upgrades WBSCM, making it the best solution to serve RAs in Texas now and in the future.

# RA User Check-in

Scan the QR to access the survey or click on the link below.

<https://bit.ly/3NI6a75>



# 01 Course Introduction

Course Outline  
and Objectives



# WBSCM Entitlement Course Outline

01

## **Introduction**

Course Overview  
and Objectives

02

## **RA 101 Review**

Review WBSCM  
Terminology and  
portal components

03

## **Entitlement Summary Reports**

Summary reports  
of program  
allocation and  
bonuses

04

## **Entitlement Detailed Reports**

Review how each  
requisition impacts  
entitlement

# Course Objectives and Outcomes

**By the end of this course, participants will be able to:**

- Understand and identify how to access Entitlement/Bonus Reports (both summary and detailed).
- Identify where to locate beginning entitlement balance, remaining entitlement balance and bonuses for current and previous school years.
- Identify where to locate entitlement order totals and entitlement pounds in reports.
- Review how transactions impact entitlement.

# Review

WBSCM Terminology  
and Portal Components

# TX-UNPS to WBSCM Terms and Acronyms

TX-UNPS	Web-Based Supply Chain Management (WBSCM)
Contracting Entity (CE)	Recipient Agency (RA)
Texas Department of Agriculture (TDA)	State Distributing Agency (SDA)
Operations	Transactions
Survey	Catalog



# High Level Fulfillment Process

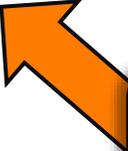


WBSCM only has visibility from Entitlement to **Initial** Delivery Point

# Training Portal Log-In

**ESCs and RA Users Log In To WBSCM Training Environment  
Login Required To Complete Assessment Questions**

**URL: [wbscmntrn.wbscm.usda.gov](http://wbscmntrn.wbscm.usda.gov)**

- 
- Note the "ntrn" section of web address
  - This indicates the training environment

**RA Training Environment Username and Password  
previously provided via e-mail.**

# Log On To WBSCM Training Environment

We'll take you to your destination in just a moment...

The application you are accessing requires you to log in to USDA eAuthentication. Please log in or create an account.

The screenshot shows the login interface with two main options: 'Log In with PIV/CAC' and 'Log In with Password'. The 'Log In with Password' form is highlighted with an orange arrow. It contains fields for 'User ID' (with a 'Forgot User ID' link) and 'Password' (with a 'Forgot Password' link). The 'User ID' field contains the text 'traininguserinfo@training.org' and the 'Password' field contains 'assigned.training.password'. Below these fields is a 'Show Password' checkbox and a blue 'Log In with Password' button. At the bottom of the page are three buttons: 'Create Account', 'Update Account', and 'Find Help'.

Enter Training User Login

Enter training password

Hit log in button

- Training Environment Login Page looks identical to Live Production Login Page.
- Bookmark and name training environment link to minimize login errors.

# Training Environment Log-In

## RA Training Environment View

The screenshot shows the RA Training Environment interface. On the left is the USDA logo and text: "United States Department of Agriculture Web-Based Supply Chain Management". Below this are navigation links: "Back Forward", "History", "Favorites", and "Personalize". In the center is a white box with "NTRN" and a wheat icon. To the right is a search bar, "New Session", and "Log off" links. At the bottom right, it says "Welcome: Lemon 1 User1 RA" and "Organization Name: Lemon 1 RA".

**NTRN icon signals training environment.**

**User and Organization Name**

## ESC Training Environment View

The screenshot shows the ESC Training Environment interface. On the left is the USDA logo and text: "United States Department of Agriculture Web-Based Supply Chain Management". Below this are navigation links: "Back Forward", "History", "Favorites", and "Personalize". In the center is a white box with "NTRN" and a wheat icon. To the right is a search bar, "New Session", and "Log off" links. At the bottom right, it says "Welcome: SDA CO USER ID 1" and "Organization Name: CO Dept. of Human Services".

**NTRN icon signals training environment.**

**User and Organization Name**

# Check for New Content



United States Department of Agriculture  
Web-Based Supply Chain Management



NTRN

| [New Session](#) | [Log off](#)

[Back](#) | [Forward](#) | [History](#) | [Favorites](#) | [Personalize](#)

Welcome: **Lemon 1 User1 RA**  
Organization Name: **Lemon 1 RA**

[Home](#) | [Operations](#) | [Admin](#) | [Reports](#) | [Help](#)

[News and Alerts](#) | [Inbox](#)

[Home](#) > [News and Alerts](#) > News and Alerts [Full Screen](#) | [Options](#)

## NTRN Weekly Maintenance Outage

**Fridays 10 AM -- Mondays 12 PM ET**

**NTRN Users:** please refrain from using the NTRN system for training and instructional use during the maintenance outage until the system is fully operational on Monday at 12 PM Eastern Time.

**Do you need to set up your own Training Data?**

Each week, a new copy of the NTRN system is taken on Monday's, and after data is consumed from various training events, the NTRN system is restored back on Friday's to the previous Monday's snapshot. **If you are an NTRN user needing to stage your own training data in the NTRN system (for e.g., create new orders, create new users, perform catalog updates, etc.), you MUST do that between Friday's, 1 PM – Monday's, 10 AM ET.**

**Google Chrome** is the recommended browser for WBSCM. Review the [WBSCM Browser Settings and Helpful Tips](#) job aid for Chrome-specific settings and other tips.

Contact the WBSCM Service Desk at [WBSCM.servicedesk@caci.com](mailto:WBSCM.servicedesk@caci.com) or call 877-WBSCM-4U or 877-927-2648 with any questions.

[Back to top](#)

Search All Forums:

Forum / Category	Views	Threads / Messages	Last Post
<a href="#">WBSCM News and Announcements</a>	40,882	1 / 1	Feb 20, 2015 11:57 AM Last Post By: <a href="#">ORTEGA, Roberto</a> »
<a href="#">FNS News and Announcements</a>	3,475	0 / 0	Nov 20, 2009 8:10 AM
<a href="#">FNS News and Announcements (RA)</a>	2,341	0 / 0	Nov 20, 2009 8:10 AM
<a href="#">USDA Holds and Recalls</a>	7,926	7 / 7	Oct 1, 2013 3:46 PM Last Post By: <a href="#">Sullivan, Dennis</a> »

Check Forum for updates.

# Check for New Content

[Forums](#)

 [My Control Panel](#)

## Forum Home

Search All Forums:

Go

	Forum / Category	Views	Threads / Messages	Last Post
	<a href="#">WBSCM News and Announcements</a>	40,882	1 / 1	Feb 20, 2015 11:57 AM Last Post By: <a href="#">ORTEGA, Roberto</a> »
	<a href="#">FNS News and Announcements</a>	3,475	0 / 0	Nov 20, 2009 8:10 AM
	<a href="#">FNS News and Announcements (RA)</a>	2,341	0 / 0	Nov 20, 2009 8:10 AM
	<a href="#">USDA Holds and Recalls</a>	7,926	7 / 7	

 New content since your last visit

Announcements with orange dots are new.

Scroll to see all announcements

# WBSCM Portal Screen Components

The screenshot shows the top portion of the WBSCM portal. At the top left is the USDA logo with the text "United States Department of Agriculture" and "Web Based Supply Chain Management". To the right is the "WBSCM" logo. Below the header is a navigation bar with buttons for "Back", "Forward", "History", "Favorites", and "Personalize". Underneath is a row of four main navigation tabs: "Home", "Admin", "Reports", and "Help". The "Reports" tab is highlighted with an orange border, and a circled number "2" is placed next to it. Below these are two more tabs: "Order Processing" and "Entitlement Management".

2. **Level 1 Module Tabs:** (level 1 options here)

- Provide highest level of navigation
- Tabs available depend on the user's roles in WBSCM.

# WBSCM Portal Screen Components



The screenshot shows a navigation menu with several tabs. The 'Order Processing' tab is highlighted with an orange border and a circled number '3' below it. A callout box points to this tab with the text '3. Level 2 Tabs: Sub-menu options for level 2.' Other visible tabs include 'Home', 'Admin', 'Reports', and 'Help'. The 'Reports' tab is partially visible on the right side of the screen.

3

**3. Level 2 Tabs:**

- Sub-menu options for level 2.

# WBSCM Portal Screen Components

The screenshot displays the USDA Web-Based Supply Chain Management (WBSCM) portal. The top navigation bar includes the USDA logo and the text "United States Department of Agriculture Web-Based Supply Chain Management". Below this, there are navigation links: "Back", "Forward", "History", "Favorites", and "Personalize". The main navigation menu consists of tabs: "Home", "Operations", "Admin", "Reports", and "Help". The "Reports" tab is selected, and a sub-menu is open for "Order Processing". This sub-menu is highlighted with an orange border and a circled number "4". The sub-menu items are:

- Entitlement Management
  - Entitlement/Bonus Summary Report
  - RA Entitlement/Bonus Detail Report
  - Domestic Ship-To Contacts Report
  - Multi-Food Received Shipment Report
  - Multi-Food Requisition Report
  - Redistribution/Redonation Detail Report
  - Requisition Status Report
  - Value of Commodities Received - RA
  - Value of Materials Received - Multi-Food

The main content area shows a breadcrumb trail: "Reports > Order Proces" and a message: "No content available".

## 4. Detailed Navigation Panel:

- List of transaction options under Level 2 tabs.
  - Ex: Transaction options for Level 2 Tab "Order Processing" are listed in the panel.

Transaction options based on user role within WBSCM.

# WBSCM Portal Screen Components

Reports > Order Processing > Entitlement Management > Entitlement/Bonus Summary Report

Full Screen Options

## Welcome to Entitlement/Bonus Summary Report

All required fields are marked with a red asterisk (\*). Dates are formatted as: MM/DD/YYYY.

### Search Criteria

Execute Reset Print to PDF

Show Variants

\* Program:

\* Program Year:  To

SDA Region Code:

RA / SDA Number:

Sold-To State:   To

**NOTE:**  
For disaster funding that spans multiple program years, the values are reported in the program year that the disaster assistance ends.

**5. Content area:**

- Used to enter or view details and execute transactions.

# Entitlement Summary Reports

Program Allocation  
and Bonuses

# Weekly Commodity Bulletin Replacement: Account Status → WBSCM Reports

**OLD** TX-UNPS Account Status

Account Status		Entitlement Usage	
Program Year 2023 Entitlement			
Beginning Entitlement:	\$87,894.33	Processing Reserved - Used:	\$19,502.25
Rollover Entitlement:	\$0.00	Processing Reserved - Remaining:	\$0.00
		DoD Fresh Deduction:	\$0.00
<b>Total Available:</b>	<b>\$87,894.33</b>	Entitlement Allocations:	\$8,815.09
		<b>Total Entitlement Used:</b>	<b>\$28,317.34</b>

**Entitlement balance now in WBSCM Entitlement Management**

**NEW** WBSCM Reports Module: Entitlement Management

Reports > Order Processing > Entitlement Management

- Entitlement Management
  - Entitlement/Bonus Summary Report
  - RA Entitlement/Bonus Detail Report



# Running Entitlement Summary Report

The screenshot shows the USDA Web Based Supply Chain Management (WBSCM) portal. The browser address bar displays `portal.wbscm.usda.gov`. The page header includes the USDA logo and the text "United States Department of Agriculture" and "Web Based Supply Chain Management". The WBSCM logo is also visible. Below the header, there are navigation links: "Back", "Forward", "History", "Favorites", and "Personalize". The main navigation menu includes "Home", "Admin", "Reports", "News and Alerts", and "Inbox". The "Reports" menu item is highlighted with an orange box, and an orange arrow points to it from a callout box labeled "Click on reports". A purple circle with the number "1" is positioned above the callout box. Below the navigation menu, there is a breadcrumb trail: "Home > News and Alerts > News and Alerts". The main content area displays "WBSCM Monthly Release 2022R4."

# Running Entitlement Summary Report

The screenshot displays the USDA NTRN Web-Based Supply Chain Management interface. The header includes the USDA logo, the text "United States Department of Agriculture" and "Web-Based Supply Chain Management", and the "NTRN" logo with a wheat stalk icon. Below the header is a navigation bar with buttons for "Back", "Forward", "History", "Favorites", and "Personalize". A secondary navigation bar contains buttons for "Home", "Operations", "Admin", "Reports", and "Help". The "Reports" button is highlighted, and a sub-menu is open under "Order Processing". The sub-menu items are "Entitlement Management", "Entitlement/Bonus Summary Report", and "RA Entitlement/Bonus Detail Report". The "Entitlement Management" item is highlighted with an orange box. An orange callout box with a white arrow points to this item, containing the text "Click on Entitlement Management". A purple circle with the number "2" is positioned above the callout box. The breadcrumb trail at the top right of the sub-menu reads "Reports > Order Processing > Entitlement Management".

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

NTRN

Back Forward History Favorites Personalize

Home Operations Admin Reports Help

Order Processing

Reports > Order Processing > Entitlement Management

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report

Click on Entitlement Management

2

available for this navigation node

# Running Entitlement Summary Report

The screenshot displays the USDA NTRN Web-Based Supply Chain Management interface. The top navigation bar includes the USDA logo, the text "United States Department of Agriculture Web-Based Supply Chain Management", and the "NTRN" logo with a wheat stalk icon. Below this, there are navigation links for "Back", "Forward", "History", "Favorites", and "Personalize". A secondary navigation bar contains "Home", "Operations", "Admin", "Reports", and "Help". The "Reports" tab is selected, and a sub-menu for "Order Processing" is open, showing "Entitlement Management" as a dropdown menu. Under "Entitlement Management", the "Entitlement/Bonus Summary Report" is highlighted with an orange box. An orange arrow points from a callout box to this report. The callout box contains the text "Click on Entitlement/Bonus Summary Report" and a purple circle with the number "3". The main content area shows a breadcrumb trail: "Reports > Order Processing > Entitlement Management" and a message: "No content available for this navigation node".

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

NTRN

Back Forward History Favorites Personalize

Home Operations Admin Reports Help

Order Processing

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report

Reports > Order Processing > Entitlement Management

No content available for this navigation node

3

Click on Entitlement/Bonus Summary Report

# Running Entitlement Summary Report

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report
- Domestic Ship-To Contacts Report
- Multi-Food Received Shipment Report
- Multi-Food Requisition Report
- Redistribution/Redonation Detail Report
- Requisition Status Report
- Value of Commodities Received - RA
- Value of Materials Received - Multi-Food

## Welcome to Entitlement/Bonus Summary Report

All required fields are marked with a red asterisk (\*). Dates are formatted as: MM/DD/YYYY.

### Search Criteria

Execute Reset Print to PDF

**\* Program:** NSLP

Program Year:

SDA Region Code:

RA / SDA Number: 4000666

Sold-To State:  To:

**NOTE:**  
For disaster funding that spans multiple program years, the values are reported in the program

#### Search: Program

Program	Program Descr.
CACFP	CHILD AND ADULT CARE FOOD P...
CCC	COMMODITY CREDIT CORPORAT...
CSFP	COMMODITY SUPPLEMENTAL FO...
DA	DISASTER ASSISTANCE
FDPIR	FOOD DISTRIBUTION PROGRAM ...
NSIP	NUTRITION SERVICES INCENTIV...
NSLP	NATIONAL SCHOOL LUNCH PRO...
SFSP	SUMMER FOOD SERVICE PROG...
TEFAP	THE EMERGENCY FOOD ASSIST...
TM_CA	TRADE MITIGATION - CACFP

OK Cancel

- Type NSLP into Program Box OR
- Click on the square icon to choose program from pop-up box

# Running Entitlement Summary Report

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report
- Domestic Ship-To Contacts Report
- Multi-Food Received Shipment Report
- Multi-Food Requisition Report
- Redistribution/Redonation Detail Report
- Requisition Status Report
- Value of Commodities Received - RA
- Value of Materials Received - Multi-Food

## Welcome to Entitlement/Bonus Summary Report

All required fields are marked with a red asterisk (\*). Dates are formatted as: MM/DD/YYYY.

### Search Criteria

Execute | Reset | Print to PDF | i

Show Variants

\* Program: NSLP

\* Program Year: 2023

SDA Region Code:

RA / SDA Number: 4007980

Sold-To State:

**NOTE:**  
For disaster funding that spans multiple program years...

5

- \*If current school year is 2022-2023 enter 2023 for Program Year.
- Reports for previous years can be run if desired once historical data is available.

# Running Entitlement Summary Report

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report
- Domestic Ship-To Contacts Report
- Multi-Food Received Shipment Report
- Multi-Food Requisition Report
- Redistribution/Redonation Detail Report
- Requisition Status Report
- Value of Commodities Received - RA
- Value of Materials Received - Multi-Food

## Welcome to Entitlement/Bonus Summary Report

All required fields are marked with a red asterisk (\*). Dates are formatted as: MM/DD/YYYY.

### Search Criteria

Execute | Reset | Print to PDF |

Show Variants

\* Program:

\* Program Year:  To

SDA Region Code:

RA / SDA Number:

Sold-To State:

**NOTE:**  
For disaster funding that spans multiple program years, the values are reported in the program year that the disaster assistance ends.

6

RA (or SDA) Number will auto-populate

# Running Entitlement Summary Report

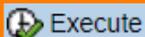
Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report
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- Value of Commodities Received - RA
- Value of Materials Received - Multi-Food

## Welcome to Entitlement/Bonus Summary Report

All required fields are marked with a red asterisk (\*). Dates are formatted as: MM/DD/YYYY.

### Search Criteria

 Execute  

 Show Variants

\* Program:   

\* Program Year:  To  

SDA Region Code:   

RA / SDA Number:  

Sold-To State:   To   

**NOTE:**  
For disaster funding that spans multiple program years, the values are reported in the program year that the disaster assistance ends.

# RA-Assessment:

Scan QR Code to access  
the assessment or  
click/type in the link below  
in your browser.

<https://forms.office.com/r/GAMH4P4rhr>



# Running Entitlement Summary Report

Reports > Order Processing > Entitlement Management Entitlement/Bonus Summary Report

## Entitlement/Bonus Summary Report

Go Back | **Print to PDF**

View: ENTITLEMENT\_SU... | Export

Program	Sold-To Party	Sold-To Name	Sold-To City
NSLP	4000666	AKRON SCHOOL DISTRICT	Akron

- Report will appear in Main Content Area. Can view in Main Content Area OR:
- Option 1: Click on Print to PDF

# Running Entitlement Summary Report

Reports > Order Processing > Entitlement Management Entitlement/Bonus Summary Report

## Entitlement/Bonus Summary Report

Go Back | Print to PDF | i

View: ENTITLEMENT\_SU... | **Export** ▾

**Option 2:  
Export to Microsoft Excel**

Program	Sold-To Party	Sold-To Name	Sold-To City
NSLP	4000666	AKRON SCHOOL DISTRICT	Akron

# Running Entitlement Summary Report

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report
- Domestic Ship-To Contacts Report
- Multi-Food Received Shipment Report
- Multi-Food Requisition Report
- Redistribution/Redonation Detail Report
- Requisition Status Report

## Entitlement/Bonus Summary Report

Go Back | Print to PDF | Info

View: ENTITLEMENT\_SU... | Export

Program	Sold-To Party	
NSLP	4000666	A

export2022060115....xlsx

- In Chrome, Excel Report will appear at the bottom of screen.
- Click on file to open.

# Running Entitlement Summary Report

May have to Enable Editing if presented with option before opening file.

The screenshot shows the Microsoft Excel interface with a spreadsheet titled 'export2022060'. The ribbon includes File, Home, Insert, Draw, Page Layout, and Formulas. The spreadsheet data is as follows:

1	Program	Sold-To Party	Sold-To Name	Sold-To City	Sold-To State	Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds
2	NSLP	4000666	AKRON SCHOOL DISTRICT	Akron	CO	2022	21,505,871.15	0.00	10,198.30	4,210
3										
4										

A yellow bar at the top of the spreadsheet area contains the text: "PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View." and a button labeled "Enable Editing".

Scroll bar at bottom to see all columns.

# Running Entitlement Summary Report

The screenshot shows the Microsoft Excel interface with the following data in the spreadsheet:

	A	B	C	D	E	F	G
1	<b>Program</b>	<b>Sold-To Party</b>	<b>Sold-To Name</b>	<b>Sold-To City</b>	<b>Sold-To State</b>	<b>Program Year</b>	<b>Beginning Balance</b>
2	NSLP	4000666	AKRON SCHOOL DISTRICT	Akron	CO	2022	21,505,871.15
3							
4							
5							
6							

An orange callout box is positioned over the cell containing '4000666' in column B, row 2, with the text: **RA WBSCM ID Number**

# Running Entitlement Summary Report

The screenshot shows the Microsoft Excel interface with the following data table:

	A	B	C	D	E	F	G
1	<b>Program</b>	<b>Sold-To Party</b>	<b>Sold-To Name</b>	<b>Sold-To City</b>	<b>Sold-To State</b>	<b>Program Year</b>	<b>Beginning Balance</b>
2	NSLP	4000666	AKRON SCHOOL DISTRICT	Akron	CO	2022	21,505,871.15
3							
4							
5							
6							

An orange callout box labeled "RA Name" is positioned below the "Sold-To Name" cell in row 2, column C.

# Running Entitlement Summary Report

The screenshot shows the Microsoft Excel interface with the following data table:

	A	B	C	D	E	F	G
1	Program	Sold-To Party	Sold-To Name	Sold-To City	Sold-To State	Program Year	Beginning Balance
2	NSLP	4000666	AKRON SCHOOL DISTRICT	Akron	CO	2022	21,505,871.15
3							
4							
5							
6							

An orange box highlights the 'Sold-To City' and 'Sold-To State' columns in the data row. Below the table, an orange callout box contains the text 'RA City and State'.

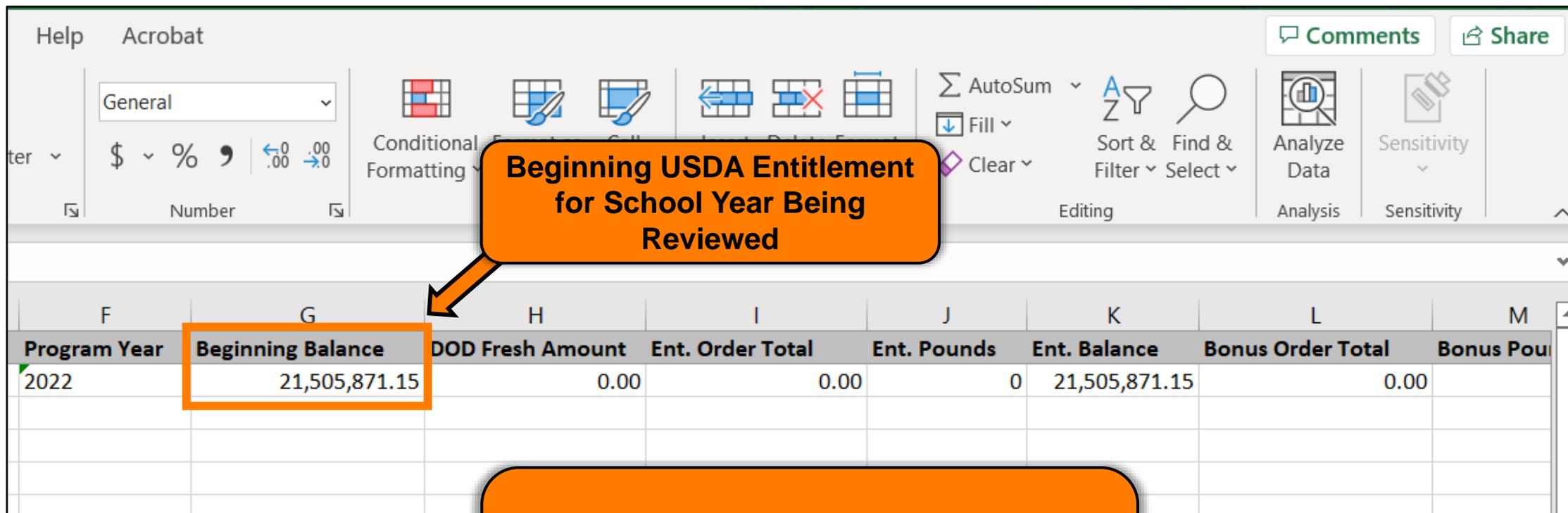
# Running Entitlement Summary Report

The screenshot shows the Microsoft Excel interface with the following data table:

	A	B	C	D	E	F	G
1	Program	Sold-To Party	Sold-To Name	Sold-To City	Sold-To State	Program Year	Beginning Balance
2	NSLP	4000666	AKRON SCHOOL DISTRICT	Akron	CO	2022	21,505,871.15
3							
4							
5							
6							

An orange box highlights the cell containing '2022' in the 'Program Year' column of row 2. A callout box below it contains the text 'Program Year Being Reviewed'.

# Running Entitlement Summary Report



The screenshot shows the Microsoft Excel interface with the 'Home' ribbon selected. The 'Number' group is active, showing currency symbols and decimal places. The 'Editing' group includes 'AutoSum', 'Fill', and 'Clear'. The 'Analysis' group includes 'Analyze Data' and 'Sensitivity'. The 'Comments' and 'Share' buttons are visible in the top right. The spreadsheet data is as follows:

Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total	Bonus Pounds
2022	21,505,871.15	0.00	0.00	0	21,505,871.15	0.00	

An orange callout box with the text "Beginning USDA Entitlement for School Year Being Reviewed" has an arrow pointing to the cell containing "21,505,871.15".

- If viewing current year entitlement report, Beginning Balance may be different in September/October.

# Running Entitlement Summary Report

The screenshot shows the Microsoft Excel ribbon with the following tabs: Help, Acrobat, Comments, and Share. The ribbon includes groups for Number, Styles, Cells, Editing, Analysis, and Sensitivity. The spreadsheet data is as follows:

Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total	Bonus Pounds
2022	21,505,871.15	0.00	0.00	0	21,505,871.15	0.00	

## Beginning Balance:

The total share of entitlement available to an RA at the beginning of the school year. This is a dollar value.

# RA- Assessment :

Scan QR Code to access  
the assessment or  
click/type in the link below  
in your browser.

<https://forms.office.com/r/VWY5agywSR>

WBSCM Assessment (1-(3))



# Running Entitlement Summary Report

Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total	Bonus Pounds
2022	21,505,871.15	0.00	0.00	0	21,505,871.15	0.00	

**Dollar value of entitlement allocated to the DOD Fresh Fruits and Vegetables program.**

# Running Entitlement Summary Report

Help Acrobat

Comments Share

General

Number

Styles

Cells

Editing

Analysis

Sensitivity

F	G	H	I	J	K	L	M
Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total	Bonus Pounds
2022	21,505,871.15	0.00	0.00	0	21,505,871.15	0.00	

- The dollar value of all entitlement orders placed for Direct Delivery and Processing through WBSCM
- Does not include DOD Fresh ordered through FFAVORS (Fresh Fruit and Vegetable Order Receipt System).

# Running Entitlement Summary Report

Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total	Bonus Pounds
2022	21,505,871.15	0.00	0.00	0	21,505,871.15	0.00	

**The amount of entitlement pounds for Direct Delivery & Processing (DD&P) ordered through WBSCM (Does not include DOD Fresh)**

# Running Entitlement Summary Report

Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total	Bonus Pounds
2022	21,505,871.15	0.00	0.00	0	21,505,871.15	0.00	

**Beginning Balance** - **DOD Fresh Amount** - **Ent. Order Total** = **Ent. Balance**  
**(Column G)** - **(Column H)** - **(Column I)** = **(Column K)**

# Entitlement Balance: Example 1

F	G	H	I	J	K
Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance
2022	\$100,000.00	\$8,000.00	0.00	0	\$92,000.00

Beginning Balance - DOD Fresh Amount - Ent. Order Total = Ent. Balance  
(Column G) - (Column H) - (Column I) = (Column K)

\$100,000 - \$8,000 - \$0 = \$92,000  
Available for DD&P

# Entitlement Balance: Example 2

F	G	H	I	J	K
Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance
2022	\$100,000.00	\$8,000.00	\$25,000.00	0	\$67,000.00

Beginning Balance (Column G) - DOD Fresh Amount (Column H) - Ent. Order Total (Column I) = Ent. Balance (Column K)

$\$100,000 - \$8,000 - \$25,000 = \$67,000$

$\$92,000 \text{ Available for DD\&P} - \$25,000 = \$67,000$

# Running Entitlement Summary Report

Help Acrobat

Comments Share

General

Number

Styles

Cells

Editing

Analysis

Sensitivity

F	G	H	I	J	K	L	M
Program Year	Beginning Balance	DOD Fresh Amount	Ent. Order Total	Ent. Pounds	Ent. Balance	Bonus Order Total	Bonus Pounds
2022	21,505,871.15	0.00	0.00	0	21,505,871.15	0.00	
						<b>Total Bonus</b>	

# RA-Assessment :

Scan QR Code to access  
the assessment or  
click/type in the link below  
in your browser.

<https://forms.office.com/r/p0VDbptr4G>

WBSCM Assessment (1-(2))



# Knowledge Check:

Scan QR Code or visit the  
Link below to access  
the Knowledge Check



<https://bit.ly/3XM2nsE>



## Knowledge Check

Match the term on the right to the correct definition.

Term	Definition
1. Entitlement Order Total	A. Balance of entitlement available to a school at the beginning of the school year. This is a dollar value.
2. Entitlement Pounds	B. Dollar value of entitlement allocated to the DOD Fresh Fruits and Vegetables program.
3. Beginning Balance	C. The dollar value of entitlement ordered through WBSCM; does not include DOD Fresh ordered through FFAVORS (Fresh Fruit and Vegetable Order Receipt System).
4. DOD Fresh Amount	D. The amount of entitlement pounds ordered through WBSCM; does not include DoD Fresh ordered through FFAVORS.
5. Entitlement Balance	E. The amount of entitlement remaining after Direct Delivery and Diverted Pounds have been allocated.

## WBSCM Entitlement Summary Report Terms

**\*\*\*HIDDEN\*\*\***

**Knowledge Check**

**Answer Key**

## WBSCM Entitlement Summary Report Terms

Term	Definition
Beginning Balance	Balance of entitlement available to a school at the beginning of the school year. This is a dollar value.
DOD Fresh Amount	Dollar value of entitlement allocated to the DOD Fresh Fruits and Vegetables program.
Entitlement Order Total	The dollar value of entitlement ordered through WBSCM; does not include DOD Fresh ordered through FFAVORS (Fresh Fruit and Vegetable Order Receipt System).
Entitlement Pounds	The amount of entitlement pounds ordered through WBSCM; does not include DoD Fresh ordered through FFAVORS.
Entitlement Balance	The amount of entitlement remaining after Direct Delivery and Diverted Pounds have been allocated.

# 04 Entitlement Detailed Reports

Program Allocation  
and Bonuses

# Running Entitlement Detail Report

The screenshot shows a web browser window with the address bar displaying `portal.wbscm.usda.gov`. The page header includes the USDA logo and the text "United States Department of Agriculture" and "Web Based Supply Chain Management". The WBSCM logo is also visible. Below the header, there are navigation links: "Back", "Forward", "History", "Favorites", and "Personalize". The main navigation menu includes "Home", "Admin", "Reports", "News and Alerts", and "Inbox". The "Reports" menu item is highlighted with an orange box, and an orange arrow points to it from a callout box labeled "Click on reports". A purple circle with the number "1" is positioned above the callout box. Below the navigation menu, there is a breadcrumb trail: "Home > News and Alerts > News and Alerts". The main content area displays the text "WBSCM Monthly Release 2022R4."

# Running Entitlement Detail Report

The screenshot displays the USDA Web Based Supply Chain Management (WBSCM) interface. At the top left is the USDA logo and the text "United States Department of Agriculture Web Based Supply Chain Management". At the top right is the WBSCM logo with a wheat stalk. Below the header is a navigation bar with links: "Back", "Forward", "History", "Favorites", and "Personalize". A secondary navigation bar contains "Home", "Admin", "Reports", and "Help". A third bar shows "Order Processing". A breadcrumb trail reads "Reports > Order Processing > Entitlement Management". The "Entitlement Management" link is highlighted with an orange box and an arrow pointing to it from an orange callout box that says "Click on Entitlement Management". Below this, a list of reports is visible: "Domestic Price Support Report" and "Domestic Ship-To Contacts Report". A purple circle with the number "2" is positioned near the callout box. The text "available for this navigation node" is partially visible on the right side of the interface.

USDA United States Department of Agriculture  
Web Based Supply Chain Management

WBSCM

Back Forward History Favorites Personalize

Home Admin Reports Help

Order Processing

Reports > Order Processing > Entitlement Management

Entitlement Management

Domestic Price Support Report

Domestic Ship-To Contacts Report

Click on Entitlement Management

2

available for this navigation node

# Running Entitlement Detail Report

The screenshot displays the USDA Web Based Supply Chain Management (WBSCM) interface. At the top, the USDA logo and text "United States Department of Agriculture Web Based Supply Chain Management" are visible, along with the WBSCM logo featuring a wheat stalk. Below the header, there are navigation links: "Back", "Forward", "History", "Favorites", and "Personalize". A main navigation bar contains "Home", "Admin", "Reports", and "Help". Under "Reports", there is a sub-menu for "Order Processing". The "Entitlement Management" section is expanded, showing a list of reports: "Entitlement/Bonus Summary Report", "RA Entitlement/Bonus Detail Report" (highlighted with an orange box), "SDA Entitlement/Bonus Detail Report", "Domestic Price Support Report", and "Domestic Ship-To Contacts Report". An orange arrow points from a callout box to the highlighted report. The callout box contains the text "Click on Entitlement/Bonus Detail Report" and is numbered "3". The breadcrumb trail shows "Reports > Order Processing > Entitlement Management". A message box with a checkmark icon states "No content available for this navigation node".

USDA United States Department of Agriculture  
Web Based Supply Chain Management

WBSCM

Back Forward History Favorites Personalize

Home Admin Reports Help

Order Processing

Reports > Order Processing > Entitlement Management

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report
- SDA Entitlement/Bonus Detail Report
- Domestic Price Support Report
- Domestic Ship-To Contacts Report

3

Click on Entitlement/Bonus Detail Report

No content available for this navigation node

# Running Entitlement Detail Report

Welcome to RA Entitlement/Bonus D

All required fields are marked with a red asterisk (\*). Data

**Search Criteria**

Execute Reset Print to PDF

\* Program: NSLP

\* Program Year: 2023

RA Customer Entitlement On

**NOTE:**  
For disaster f

**Search: Program**

Program	Program Descr.
CACFP	CHILD AND ADULT CARE FOOD P...
CCC	COMMODITY CREDIT CORPORAT...
CSFP	COMMODITY SUPPLEMENTAL FO...
	DISASTER ASSISTANCE
	FOOD DISTRIBUTION PROGRAM ...
SNIP	NUTRITION SERVICES INCENTIV...
NSLP	NATIONAL SCHOOL LUNCH PRO...
SFSP	SUMMER FOOD SERVICE PROG...
TEFAP	THE EMERGENCY FOOD ASSIST...
TM_CA	TRADE MITIGATION - CACFP

OK Cancel

**5**

- Type NSLP into Program Box

OR

- Click on the square icon to choose program from pop-up box

**4**

Click on square icon for pop-up box.

Pop-up box.

# Running Entitlement Detail Report

Order Processing

Reports > Order Processing > Entitlement Management > RA Entitlement/Bonus Detail Report

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report**
- Domestic Ship-To Contacts Report
- Multi-Food Received Shipment Report
- Multi-Food Requisition Report
- Redistribution/Redonation Detail Report
- Requisition Status Report
- Value of Commodities Received - RA
- Value of Materials Received - Multi-Food

**Welcome to RA Entitlement/Bonus Detail**  
All required fields are marked with a red asterisk (\*). Dates are in MM/DD/YYYY format.

**Search Criteria**

Execute Reset Print to PDF

\* Program: NSLP

\* Program Year: 2023

RA Customer Number: 400798

Entitlement / Bonus:

Order Type:

**NOTE:**  
For disaster funding that spans multiple program years, the values are reported in the program year that the disaster assistance ends.

- \*If current school year is 2022-2023 enter 2023 for Program Year.**
- Reports for previous years can be run if desired once historical data is available.**

# Running Entitlement Detail Report

Order Processing

Reports > Order Processing > Entitlement Management > RA Entitlement/Bonus Detail Report

## Welcome to RA Entitlement/Bonus Detail Report

All required fields are marked with a red asterisk (\*). Dates are formatted as: MM/DD/YYYY.

### Search Criteria

Execute | Reset | Print to PDF | i

Show Variants

\* Program: NSLP

\* Program Year: 2023 To

RA Customer Number: 4007980

Entitlement / Bonus:

Order Type:

**NOTE:**  
For disaster funding that spans multiple program years, the values are assistance ends.

7

RA Number will auto-populate

# Running Entitlement Detail Report

Order Processing

Reports > Order Processing > Entitlement Management > RA Entitlement/Bonus Detail Report

## Welcome to RA Entitlement/Bonus Detail Report

All required fields are marked with a red asterisk (\*). Dates are formatted as: MM/DD/YYYY.

### Search Criteria

**8** Execute | Reset | Print to PDF | i

\* Program:   
\* Program Year:   
RA Customer Number:   
Entitlement / Bonus:   
Order Type:

**NOTE:**  
For disaster funding that spans multiple program years, the values are reported in the program year that the disaster assistance ends.

Click Execute when all required fields are entered.

# Running Entitlement Summary Report

ts Help

Reports > Order Processing > Entitlement Management > RA Entitlement/Bonus Detail Report

## RA Entitlement/Bonus Detail Report

Go Back **Print to PDF**

View: ENTITLEMENT\_DE... | Export

Program	Program Year		Name
NSLP	2021	4000666	AKRON SCHOOL DISTR
			AKRON SCHOOL DISTR

◀

- Report will appear in Main Content Area. Can view in Main Content Area OR:
- Option 1: Click on Print to PDF

# Running Entitlement Detail Report

ts Help

Reports > Order Processing > Entitlement Management > RA Entitlement/Bonus Detail Report

## RA Entitlement/Bonus Detail Report

Go Back | Print to PDF | i

View: ENTITLEMENT\_DE... | **Export**

Program	Program Year	Sold-To Party	Sold-To Name
NSLP	2021	400	

**Option 2:  
Export to Microsoft Excel**

# Running Entitlement Detail Report

Entitlement Management

- Entitlement/Bonus Summary Report
- RA Entitlement/Bonus Detail Report**
- Domestic Ship-To Contacts Report
- Multi-Food Received Shipment Report
- Multi-Food Requisition Report
- Redistribution/Redonation Detail Report
- Requisition Status Report
- Value of Commodities Received - RA
- Value of Materials Received - Multi-Food

## RA Entitlement/Bonus Detail Report

Go Back | Print to PDF | i

View: ENTITLEMENT\_DE... | Export

Program	Program Year
NSLP	2021

- In Chrome, Excel Report will appear at the bottom of screen.**
- Click on file to open.**

export2022060210...xlsx

# Running Entitlement Detail Report

Twenty-six columns of information found in Entitlement/Bonus Detail Report

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1	Program	Program Year	Sold-To Party	Sold-To Name	Sold-To																		Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
2	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	100																	1.99	26,851.50	10,348,219.44	10,321,367.94
3	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	100																	1.99	44,752.50	10,321,367.94	10,276,615.44
4																										

Scroll bar at bottom to see all columns.

# Running Entitlement Detail Report

	A	B	C	D	E	F	G
1	Program	Program Year	Sold-To Party	Sold-To Name	Sold-To State	Ship-To Party	Ship-To Name
2	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
3	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
4							
5							

**Program (NSLP) and Program Year Being Reviewed**

# Running Entitlement Detail Report

	A	B	C	D	E	F	G
1	Program	Program Year	Sold-To Party	Sold-To Name	Sold-To State	Ship-To Party	Ship-To Name
2	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
3	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
4							
5							

RA WBSCM ID Number

# Running Entitlement Detail Report

	A	B	C	D	E	F	G
1	Program	Program Year	Sold-To Party	Sold-To Name	Sold-To State	Ship-To Party	Ship-To Name
2	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
3	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
4							
5							

RA Name and State

# Running Entitlement Detail Report

	A	B	C	D	E	F	G
1	Program	Program Year	Sold-To Party	Sold-To Name	Sold-To State	Ship-To Party	Ship-To Name
2	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
3	NSLP	2021	4000666	AKRON SCHOOL DISTRICT	CO	5002780	ALPHA FOODS COMPANY
4							
5							

**WBSCM ID for business partner/  
organization receiving materials.**

**Can include:**

- **State-Contracted Warehouse(s)**
- **Direct Ship RA Warehouses**
- **Processor**

# Running Entitlement Detail Report

F	G	H	I	J	K	L	M
Ship-To Party	Ship-To Name	Req./Redist. Type	Requisition Number	Requisition Item	Entitlement/Bonus	Order Date	Sales Order Type
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	100	Entitlement	5/17/2021	ZDOM
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	200	Entitlement	5/17/2021	ZDOM

**Will display name of the business partner/organization receiving materials.**

**Can include:**

- State-Contracted Warehouse(s)
- Direct Ship RA Warehouses
- Processor

# Running Entitlement Detail Report

F	G	H	I	J	K	L	M
Ship-To Party	Ship-To Name	Req./Redist. Type	Requisition Number	Requisition Item	Entitlement/Bonus	Order Date	Sales Order Type
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	100	Entitlement	5/17/2021	ZDOM
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	200	Entitlement	5/17/2021	ZDOM

Hide This Column  
Not Needed

# Running Entitlement Detail Report

F	G	H	I	J	K	L	M
Ship-To Party	Ship-To Name	Req./Redist. Type	Requisition Number	Requisition Item	Entitlement/Bonus	Order Date	Sales Order Type
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	100	Entitlement	5/17/2021	ZDOM
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	200	Entitlement	5/17/2021	ZDOM

**Hide This Column  
If Not Needed**

# Running Entitlement Detail Report

F	G	H	I	J	K	L	M
Ship-To Party	Ship-To Name	Req./Redist. Type	Requisition Number	Requisition Item	Entitlement/Bonus	Order Date	Sales Order Type
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	100	Entitlement	5/17/2021	ZDOM
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	200	Entitlement	5/17/2021	ZDOM

**Hide This Column  
If Not Needed**

# Running Entitlement Detail Report

F	G	H	I	J	K	L	M
Ship-To Party	Ship-To Name	Req./Redist. Type	Requisition Number	Requisition Item	Entitlement/Bonus	Order Date	Sales Order Type
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	100	Entitlement	5/17/2021	ZDOM
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	200	Entitlement	5/17/2021	ZDOM

**Entitlement or Bonus**

# Running Entitlement Detail Report

F	G	H	I	J	K	L	M
Ship-To Party	Ship-To Name	Req./Redist. Type	Requisition Number	Requisition Item	Entitlement/Bonus	Order Date	Sales Order Type
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	100	Entitlement	5/17/2021	ZDOM
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	200	Entitlement	5/17/2021	ZDOM

**Date Materials  
Were Ordered**

# Running Entitlement Detail Report

F	G	H	I	J	K	L	M
Ship-To Party	Ship-To Name	Req./Redist. Type	Requisition Number	Requisition Item	Entitlement/Bonus	Order Date	Sales Order Type
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	100	Entitlement	5/17/2021	ZDOM
5002780	ALPHA FOODS COMPANY	ZREQ	1000137491	200	Entitlement	5/17/2021	ZDOM

Hide Column If Not Needed

# Running Entitlement Detail Report

	N	O	P	Q	R	S	T
1	Sales Order Number	Sales Order Item	SO Item Status	Material	Material Descr.	Delivery Date	Order Quantity
2	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	1,200
3	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	2,000
4							
5							

- **USDA assigned Sales Order # (i.e., 5000...)**
- **All SOs begin with the #5.**

# Running Entitlement Detail Report

	N	O	P	Q	R	S	T
1	Sales Order Number	Sales Order Item	SO Item Status	Material	Material Descr.	Delivery Date	Order Quantity
2	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	1,200
3	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	2,000
4							
5							

Line number (i.e., 100, 200)

# Running Entitlement Detail Report

	N	O	P	Q	R	S	T
1	<b>Sales Order Number</b>	<b>Sales Order Item</b>	<b>SO Item Status</b>	<b>Material</b>	<b>Material Descr.</b>	<b>Delivery Date</b>	<b>Order Quantity</b>
2	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	1,200
3	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	2,000
4							

## Status of the Order

<b>1) Approved by SDA (TDA)*</b>	<b>Requisition has been processed and approved by SDA (TDA) and sent to USDA (modifications and cancellations can still be accessed at this point).</b>
<b>2) Approved by SPA</b>	<b>Order is being finalized and prepared for procurement by USDA. This leads to "On Invitation" and/or "Purchased" status.</b>
<b>3) On Invitation</b>	<b>Order that has been placed on a bid invitation by Food and Nutrition Services (FNS)</b>
<b>4) Returned by FSA/AMS</b>	<b>Returned by Farm Service Agency/Agricultural Marketing Service to TDA</b>
<b>5) Purchased/Price Final*</b>	<b>USDA purchased truck</b>
<b>6) Order Received*</b>	<b>Truck arrived at warehouse or processor</b>

\*Highlighted rows most frequently used by RAs

# Running Entitlement Detail Report

	N	O	P	Q	R	S	T
1	Sales Order Number	Sales Order Item	SO Item Status	Material	Material Descr.	Delivery Date	Order Quantity
2	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	1,200
3	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	2,000
4							
5							

**USDA Assigned Item/Material #**

# Running Entitlement Detail Report

	N	O	P	Q	R	S	T
1	Sales Order Number	Sales Order Item	SO Item Status	Material	Material Descr.	Delivery Date	Order Quantity
2	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	1,200
3	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	2,000
4							
5							

**Item/Material Description.  
Usually includes a pack size.**

# Running Entitlement Detail Report

	N	O	P	Q	R	S	T
1	Sales Order Number	Sales Order Item	SO Item Status	Material	Material Descr.	Delivery Date	Order Quantity
2	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	1,200
3	5000198501	100	Approved by SDA	110412	CHICKEN BONED CAN-12/15 OZ	6/30/2021	2,000
4							
5							

- Date the load is expected to be delivered to the assigned Ship-To.
- Ship-To include State Contracted Warehouse (or RA Warehouse if a Direct Ship Org.) or Processor.

# Running Entitlement Detail Report

S	T	U	V	W	X	Y	Z
Delivery Date	Order Quantity	UoM	Order Quantity in LB	Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
6/30/2021	1,200	CS	13,500	1.99	26,851.50	10,348,219.44	10,321,367.94
6/30/2021	2,000	CS	22,500	1.99	44,752.50	10,321,367.94	10,276,615.44

Quantity of material an RA has requested (# cases or pounds requested in the load)

# Running Entitlement Detail Report

S	T	U	V	W	X	Y	Z
Delivery Date	Order Quantity	UoM	Order Quantity in LB	Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
6/30/2021	1,200	CS	13,500	1.99	26,851.50	10,348,219.44	10,321,367.94
6/30/2021	2,000	CS	22,500	1.99	44,752.50	10,321,367.94	10,276,615.44

How the Order Quantity  
is measured  
LB = Pounds  
CS = Cases

# Running Entitlement Detail Report

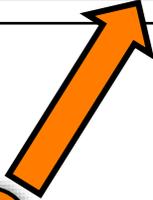
S	T	U	V	W	X	Y	Z
Delivery Date	Order Quantity	UoM	Order Quantity in LB	Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
6/30/2021	1,200	CS	13,500	1.99	26,851.50	10,348,219.44	10,321,367.94
6/30/2021	2,000	CS	22,500	1.99	44,752.50	10,321,367.94	10,276,615.44

**Weight of the material  
ordered in pounds**

# Running Entitlement Detail Report

S	T	U	V	W	X	Y	Z
Delivery Date	Order Quantity	UoM	Order Quantity in LB	Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
6/30/2021	1,200	CS	13,500	1.99	26,851.50	10,348,219.44	10,321,367.94
6/30/2021	2,000	CS	22,500	1.99	44,752.50	10,321,367.94	10,276,615.44

Dollar value of cases or LB ordered.



# Running Entitlement Detail Report

*Net Value of the material divided by Order Quantity in LB = Avg. Cost/LB*

S	T	U	V	W	X	Y	Z
Delivery Date	Order Quantity	UoM	Order Quantity in LB	Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
6/30/2021	1,200	CS	13,500	1.99	26,851.50	10,348,219.44	10,321,367.94
6/30/2021	2,000	CS	22,500	1.99	44,752.50	10,321,367.94	10,276,615.44

$$\begin{array}{l}
 \text{Net Value} \\
 \text{(Column X)}
 \end{array}
 \div
 \begin{array}{l}
 \text{Order Quantity in LB} \\
 \text{(Column V)}
 \end{array}
 =
 \begin{array}{l}
 \text{Avg. Cost / LB} \\
 \text{(Column W)}
 \end{array}$$

# Avg. Cost/LB Calculation

T	U	V	W	X	Y
Order Quantity	UoM	Order Quantity in LB	Avg. Cost / LB	Net Value	Ent. Amount Availabl
1,200	CS	13,500	1.99	26,851.50	10,348,219.44

Net Value (Column X) ÷ Order Quantity in LB (Column V) = Avg. Cost / LB (Column W)

\$26,851.50 ÷ \$13,500 = \$1.99

# Running Entitlement Detail Report

S	T	U	V	W	X	Y	Z
Delivery Date	Order Quantity	UoM	Order Quantity in LB	Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
6/30/2021	1,200	CS	13,500	1.99	26,851.50	10,348,219.44	10,321,367.94
6/30/2021	2,000	CS	22,500	1.99	44,752.50	10,321,367.94	10,276,615.44

## Entitlement Balance Available

Amount of entitlement available at the time the item had been requested (requisition).

# Running Entitlement Detail Report

W	X	Y	Z
Avg. Cost / LB	Net Value	Ent. Amount Availabl	Ent. Amount Pending
1.99	26,851.50	10,348,219.44	10,321,367.94
1.99	44,752.50	10,321,367.94	10,276,615.44

**Ent. Amount Pending**  
*Ent. Amount Pending* calculated by taking *the Ent Amount Availabl* at the time the material was requested minus the *Net Value* of that material

Ent Amount Availabl (Column Y) – Net Value (Column X) = Ent Amount Pending (Column Z)

\$10,348,219.44 – \$26,851.50 = \$10,321,367.94

# RA-Assessment:

Scan QR Code to access  
the assessment or  
click/type in the link below  
in your browser.

<https://forms.office.com/r/33LPPirsPz>

WBSCM Assessment (5-(1))



# KNOWLEDGE CHECK



# WBSCM Entitlement Knowledge Check

## Question:

An RA (Recipient Agency) is trying to find the *Entitlement Amount Available* for requisition purposes. What is the best action to take?

- A. Download a PDF Entitlement Summary Report
- B. Download a PDF Entitlement Detail Report
- C. Download an Entitlement Summary Report in Excel
- D. Download an Entitlement Detail Report in Excel

**A**

**B**

**C**

**D**

# Knowledge Check:

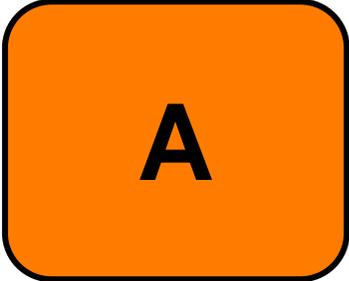
Scan QR Code or visit the  
Link below to access  
the Knowledge Check



<https://bit.ly/3JW4YL8>



# Getting Started Knowledge Check



A

## A. Download a PDF Entitlement Summary Report

A summary report will not contain this information. Additionally running a PDF report may not contain all the columns necessary to show all available information in a summary report.

# Getting Started Knowledge Check

A

A. Download a PDF Entitlement Summary report

A summary report will not contain all the information. Additionally running a PDF report may not contain all the options necessary to show all available information in a summary report.



# Getting Started Knowledge Check

**B**

## B. Download a PDF Entitlement Detail Report

An Entitlement Detail Report will include the information needed to check accurate available entitlement amounts. However, a PDF download may not include the column that contains this information.

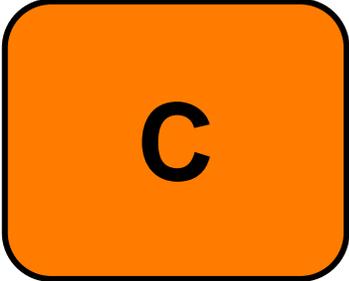
# Getting Started Knowledge Check

**B**

B. Download a PDF Entitlement Detail Report

An Entitlement Detail Report will provide the information needed to check accurate available entitlement amounts. However, a PDF download may not include the column that contains the information.





## C

### C. Download an Entitlement Summary Report in Excel

While downloading an Excel file will ensure all available information from the report is viewable, the summary report will not include the column that includes the Entitlement Amount Availabl.

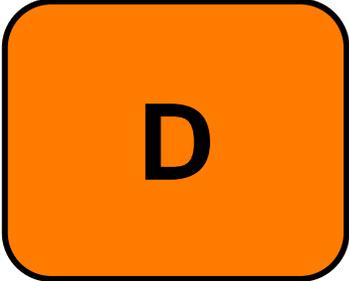
# Getting Started Knowledge Check

C

C. Download an Entitlement Summary Report in Excel

While downloading an Excel file to ensure all available information from the report is viewable, the summary report will not include the column that includes the Entitlement Amount Available.

# Getting Started Knowledge Check

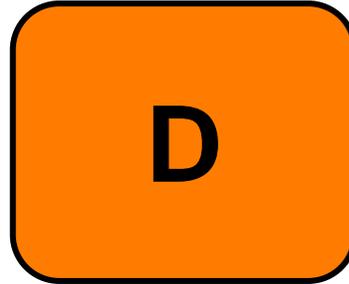


D

D. Download an Entitlement Detail Report in Excel

Exporting/Downloading an Entitlement Detail Report will include the information requested for Entitlement Amount Available and allows the information to be viewed in a file where all information is presented.

# Getting Started Knowledge Check



D. Download an Entitlement Detail Report in Excel

Exporting/Downloading an Entitlement Detail Report will include the information requested for Entitlement Amount Available and allows the information to be viewed in a file where all information is presented.



## Recall, Reflect, and Release

Scan the QR Code to submit your response or click on the link below.



<https://bit.ly/3r5V0jN>



# RA User Check-In

Scan the QR Code to let us know how you are doing or click on the link below.



<https://bit.ly/3r7kuNE>





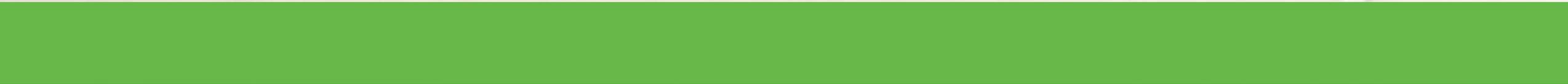
# For WBSCM Assistance

See Contact Information Section on WBSCM Transition Page



# Questions?

# Lab Time:



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U.S. Department of Agriculture  
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1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
- 2. fax:**  
(833) 256-1665 or (202) 690-7442; or
- 3. email:**  
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