



Summer Food Service Program



Bulletin

Child Nutrition Programs
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To: SFSP Sponsors
Program Reviewers

Date: February 3, 2015

Bulletin: 2015-05

From: Alicia Stephens
SFSP Program Specialist

Subject: USDA Policy Memos and Information

USDA Policy Memos, Information & Implementation Memos:

To view previous USDA policy memos, visit:

<http://www.fns.usda.gov/sfsp/policy>

1. SFSP 04-2015 (v.2) Rural Designations in the Summer Food Service Program – *Revised*
2. SFSP 05-2015 (v.2) Summer Meal Programs Meal Service Requirements Q&As – *Revised*
3. SFSP 10-2014 (v.2) Smoothies Offered in Child Nutrition Programs – *Revised*
4. 2015 Reimbursement Rates (*attached*)
5. 2015 SFSP Handbooks Released

Additional Topics:

- TANF funds for SFSP – New
- Upcoming Annual SFSP Trainings & Registration (*attached*)
- Intent to Operate (*attached*)
- Grant Opportunities
- Upcoming Webinars

Program changes as a result of USDA Policy Memos are to be implemented immediately. Please file this bulletin for reference, guidance and compliance with the Summer Food Service Program. Feel free to call the Child Nutrition Programs office if you need further clarification.

USDA Policy Memos, Information & Implementation Memos:

1. SFSP 04-2015 (v.2) – ***Rural Designations in the Summer Food Service Program – Revised***
The purpose of this memorandum is to provide guidance on rural designations in the Summer Food Service Program (SFSP) and highlight the Food and Nutrition Service (FNS) Rural Designation Map, a new tool available to State agencies and sponsors to assist with rural designations. This memorandum supersedes SFSP policy memorandum *Using Metropolitan Statistical Area Data for Determining Rural Administrative Reimbursements*, March 26, 2004.
2. SFSP 05-2015 (v.2) – ***Summer Meal Programs Meal Service Requirements Q&As – Revised***
The purpose of this memorandum is to provide guidance on meal service requirements in the Summer Food Service Program (SFSP) and the National School Lunch Program's (NSLP) Seamless Summer Option (SSO). This revision expands the use of family style meal service to closed enrolled sites and reiterates the option for offsite consumption of specified food items in SFSP and SSO. In addition, this memorandum expands current guidance on meal service times, offer versus serve (OVS), adult meals, and leftover meals as it relates to SFSP. This memorandum also includes frequently asked questions.

This memorandum supersedes SP08-2014 and SFSP08-2014, Meal Service Requirements, November 12, 2013, and Time Restrictions on Breakfast Meal Service, February 12, 2002.

3. SFSP 10-2014 (v.2) – **Smoothies Offered in Child Nutrition Programs – Revised**
As fruit, vegetable, milk, and yogurt, smoothies are an increasingly common food item in the Child Nutrition Programs (CNP), the Food and Nutrition Service (FNS) has modified the guidance on smoothies to allow for the crediting of vegetables and yogurt including smoothies with yogurt at lunch. These additional ingredients provide variety to food service operators seeking to include appealing and nutritious smoothies on their menus. This memorandum replaces previous guidance on smoothies, addresses the crediting of vegetables and yogurt in smoothies, and clarifies the use of fruit concentrates in CNP.
4. **2015 Reimbursement Rates** The USDA has posted the 2015 Reimbursement Rates on the federal register effective January 1, 2015 through December 31, 2015. Alaska's 2015 reimbursement rates are attached. Please note at the bottom which areas are considered "urban," if you have any vended sites. You can also find the USDA's reimbursement rates at:
<https://www.federalregister.gov/articles/2015/01/21/2015-00877/summer-food-service-program-2015-reimbursement-rates>
5. **2015 SFSP Handbooks Released** The new Administrative Guidance, Nutrition Guidance, Site Supervisor's Guide, and Monitor's Guide have been posted on the USDA SFSP webpage here:
<http://www.fns.usda.gov/sfsp/handbooks> Changes to these guides are highlighted in yellow within each publication. Sponsors will each receive one copy upon receiving training this spring.

Additional Topics

- **TANF Funds for SFSP**
During the USDA Webinar: Engaging Tribal Organizations, a Tribal SFSP Sponsor shared information regarding using (Temporary Assistance for Needy Families) TANF funds to administer SFSP. If your organization or partner organizations have access to TANF funds (i.e. Tribal Organizations, Department of Public Assistance Offices, etc.), here is a link to a "Letter on Supporting the Summer Food Service Program (SFSP)" from the Director of the Office of Family Assistance under the U.S. Department of Health & Human Services: <http://www.acf.hhs.gov/programs/ofa/resource/letter-on-supporting-the-summer-food-service-program> as well as a link to Q&As regarding using TANF funds in SFSP: <http://www.acf.hhs.gov/programs/ofa/resource/summer-food-service-program>. If you have further questions about using TANF funds in SFSP please contact the Department of Public Assistance: <http://dhss.alaska.gov/dpa/Pages/atap/default.aspx>
- **Upcoming Annual SFSP Training (required for all new and returning sponsors)**
Annual Training is required every year in order to be an eligible sponsor and receive reimbursement for participation in Summer 2015. Training will be held in Anchorage at the BP Energy Center on Tuesday and Wednesday, March 3rd and 4th. Tuesday the 3rd will be a full day training "SFSP 101" for new sponsors and administrators. Wednesday the 4th will be a half day training, "Administrative Update," in the morning for all new and returning sponsors and administrators.

I will be offering a SFSP training at the Alaska School Nutrition Association (AKSNA) Conference in Anchorage on February 20, 2015 in the afternoon. I will also be hosting an information session for those interested in participating in the Child and Adult Care Food Program (CACFP) At-Risk Afterschool Meals. Please see the AKSNA agenda or contact us for more information.

Distance training for school sites will be held on Thursday, April 2nd.

Distance training for all other sponsors unable to travel to Anchorage will be held Thursday, April 9th. Please submit registration to alexis.hall@alaska.gov by **February 20th** (attached).

- **Intent to Operate (required for all returning sponsors)**

Sponsors of the SFSP are required to submit in writing, their intention to operate the program and the sites they plan to serve. Please indicate which sites you plan on operating, as well as any additions or deletions of sites that you know of at this time. If you are not planning to participate in the SFSP, please advise our office so that a termination form may be sent to your agency. Please submit Intent to Operate to alexis.hall@alaska.gov by **February 20th** (attached).

- **Grant Opportunities**

Share Our Strength/No Kid Hungry has updated their grant opportunities webpage with some for specific Summer Programs and others for general School Breakfast Programs, Hunger Relief, Health and Education Services, Physical Activity, Services for Women and Children, Organizational Capacity Building, Capital Expenditures and their New Opportunity of the Month which is for After School Program Grants. Check out all of these wonderful grant opportunities on the No Kid Hungry website here: <http://bestpractices.nokidhungry.org/child-nutrition-program-grant-opportunities>

- **Upcoming Webinars**

- What: USDA Explore the New Summer Meals Toolkit
When: Wednesday, February 4th at 11:00am
Description: Navigate with us the updated Summer Meals Toolkit! We will help you identify policy, memos, and resources that will complement your summer meals efforts. [Click here to register](#)
- What: USDA Best Practices for Tackling the Transportation Challenge
When: Tuesday, February 10th at 11:00am
Description: Learn about the many solutions that can help you solve transportation challenges so you can feed and reach even more children! [Click here to register](#)
- What: No Kid Hungry Innovative Logistics for Summer Meals
When: Thursday, February 12th at 10:00am
Description: Every Community faces unique challenges when trying to connect eligible kids with the summer meals program. Across the country, these challenges are being overcome through exciting innovations and partnerships. Join the No Kid Hungry Center for Best Practices to hear how sponsors are reaching more kids by partnering with unique stakeholders like Meals on Wheels, Housing Authorities, and state Departments of Transportation. [Click here to register](#)
- What: USDA Incorporating Local Foods
When: Thursday, February 12th at 10:00am
Description: Get the scoop on how to engage local producers and incorporate local food into your Summer Meals menu. [Click here to register](#)
- What: No Kid Hungry Planning Your Summer Meals Budget
When: Wednesday, February 18th at 10:00am
Description: The Summer Food Service Program provides critical funds to feed all kids who participate. While the dynamic nature of the program allows sponsors to serve more kids during the summer, it can also make budgeting a challenge. However, a strong plan and the right budgeting tools can help you strengthen your program and prepare for a successful summer. This webinar is designed to provide Summer Meals Sponsors with best practices for budget planning, an introduction to the interactive budgeting tool the No Kid Hungry Summer Meals Calculator, and the chance to ask budget questions from financial professionals and the USDA. [Click here to register](#)

- What: USDA Using Partnerships to Enhance Your Summer Meals Program
When: Tuesday, March 10th at 10:30am
Description: Explore how you can establish and leverage partnerships with local businesses and organizations to support your Summer Meals Program. [Click here to register](#)
- What: USDA Transitioning from CACFP Afterschool Meals
When: Wednesday, March 25th at 11:00am
Description: Access best practices and policy guidance to better transition from CACFP into the Summer Food Service Program (SFSP). [Click here to register](#)
- What: USDA Using Traditional Media and Social Media to Make Your Program the Talk of the Town!
When: Wednesday, April 8th at 11:00am
Description: Explore great examples and strategies to promote your Summer Meals program by using resources such as your local newspaper and radio or creating a Facebook page, and using Twitter! [Click here to register](#)

Calendar of Upcoming Events & Deadlines

Explore the New Summer Meals Toolkit Webinar	February 4, 2015
Tackling the Transportation Challenge Webinar	February 10, 2015
Innovative Logistics Webinar	February 12, 2015
Incorporating Local Foods Webinar	February 12, 2015
Planning Your Summer Meals Budget Webinar	February 18, 2015
Intent to Operate Due	February 20, 2015
Training Registration Due	February 20, 2015
Anchorage Training for New Sponsors	March 3, 2015
Anchorage Training for New and Returning Sponsors	March 4, 2015
Using Partnerships to Enhance Your Summer Meals Program Webinar	March 10, 2015
Transitioning from CACFP Afterschool Meals Webinar	March 25, 2015
Distance Training for School Sponsors	April 2, 2015
Using Traditional & Social Media Webinar	April 8, 2015
Distance Training for All Other Sponsors	April 9, 2015
SFSP Applications Due for Sponsors Requesting Advance Payments	April 15, 2015
Final day to submit SFSP Applications <i>All applications must be submitted <u>no later</u></i>	June 15, 2015

Contact Information

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Commonly Used Acronyms

SFSP – Summer Food Service Program
CNP – Child Nutrition Programs
WRO – Western Region Office
FNS – Food & Nutrition Services
FNSRO-Food & Nut Services Reg. Office
USDA – U.S. Department of Agriculture
SA – State Agency
DEC – Department of Conservation
LEA – Local Education Agency



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