

**Summer Food Service Program**



# Program Bulletin

***Child Nutrition Programs***

***Finance & Support Services***

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**To:** SFSP Sponsors

Program Reviewers

**From:** Ann Schmid

Program Specialist

**Date:** March 8, 2019

**Bulletin:** 2019-4

**Subject:** USDA Policy Memos and Information

**USDA Policy Memos, Information, and Guidance:**

* [SFSP 05-2019, Flexibility for the Administrative Review Cycle Requirement](https://fns-prod.azureedge.net/sites/default/files/cn/SP12_CACFP05_SFSP05-2019os.pdf)
* [SFSP 02-2019, Update of Food Crediting in the Child Nutrition Programs](https://fns-prod.azureedge.net/sites/default/files/cn/SP08_CACFP02_SFSP02os.pdf)
* [SFSP 01-2019, Summer Food Service Program Memoranda Rescission](https://fns-prod.azureedge.net/sites/default/files/sfsp/SFSP01-2019os.pdf)
* [Alaska Waiver Requests](https://education.alaska.gov/cnp/sfsp)

**Additional Topics:**

* Renewal Documents Now Available in CNPWeb
* 2019 Intent to Operate
* Reminder! 2019 SFSP Annual Training
* May 1 Application Deadline
* 2019 SFSP Reimbursement Rates
* New Creditable Foods
* New Resources for SFSP Site Supervisors
* New SFSP Program Specialist

**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, and Guidance:

### SFSP 05-2019

[Flexibility for the Administrative Review Cycle Requirement](https://fns-prod.azureedge.net/sites/default/files/cn/SP12_CACFP05_SFSP05-2019os.pdf)

This memo allows State Agencies to request waivers to the 3 year review requirement in order to lessen the burden on State Agencies and School Food Authorities.

### SFSP 02-2019

[Update of Food Crediting in the Child Nutrition Programs](https://fns-prod.azureedge.net/sites/default/files/cn/SP08_CACFP02_SFSP02os.pdf)

Shelf-stable, dried and semi-dried meat, poultry and seafood snacks are now allowed to credit towards the meat component in a reimbursable meals or snacks. This could include items like salmon jerky, for those programs wanting to increase the amount of locally sourced, traditional and shelf-stable foods in their program.

### SFSP 01-2019

[Summer Food Service Program Memoranda Rescission](https://fns-prod.azureedge.net/sites/default/files/sfsp/SFSP01-2019os.pdf)

This memoranda provides guidance on the status of nationwide waivers of statutory and regulatory requirements in the Summer Food Service Program (SFSP). In 2017, the USDA Office of Inspector General (OIG) conducted a review of USDA Food and Nutrition Services (FNS) controls over SFSP. In response to the OIG Audit Report, FNS agreed to work with the USDA Office of the General Counsel (OGC) to assess whether current nationwide waivers issued through policy memoranda are in compliance with the statutory waiver authority requirements set forth in Section 12(1) of the Richard B. Russell National School Lunch Act (NSL), 42 U.S.C. 1760(1). As part of this ongoing review, FNS concluded that six policy memoranda waived SFSP requirements in a manner not fully consistent with all requirements as outlined in the NSLA. FNS is rescinding these specified waivers effective immediately. Please see the policy memoranda for more information.

Alaska has requested four waiver requests from the USDA. The requests may be found on our website under the [Public Notification section of our SFSP website.](https://education.alaska.gov/cnp/sfsp) As of March 12, 2019 we have received approval for two of them, the waiver for first-week site visits and the waiver for offer vs serve. Both waiver requests approvals require significant record keeping requirements for sponsors who choose to operate under the waivers. We will be working closely with the USDA in the coming weeks to clarify exactly what information they will require and how we can best communicate those requirements to SFSP sponsors.

## Additional Topics

### Renewal Documents Now Available in CNP Web

The documents required for renewal will now automatically populate in CNP Web once a sponsor starts and clicks “submit” on the Sponsor Info Sheet. You do not necessarily need to complete the Sponsor Info Sheet in order for the forms to populate in the Packet tab. You can simply open the Sponsor Info Sheet, scroll down and hit “submit” to access the forms. You may then return to the Sponsor Info Sheet for completion at a later date.

### May 1 Application Deadline

All application materials must be submitted by **May 1, 2019** or 30 days prior to beginning operations (whichever comes first). Meals served prior to the approval of an application are not reimbursable. Please inform your applicable staff of this deadline and begin the application process early.

### 2019 Intent to Operate

SFSP sponsors are required to submit in writing, their intention to operate the program and the sites they plan to serve. Please indicate which sites your agency plans on sponsoring, as well as any additions or removal of sites that you know of at this time. If your agency is not planning to participate in SFSP for summer 2019, please advise our office, so that the required close-out paperwork can be processed for your program. The Intent to Operate form can be requested from [Dan Hysell](mailto:dan.hysell@alaska.gov) (dan.hysell@alaska.gov). This form must be completed and submitted back to [Dan Hysell](mailto:dan.hysell@alaska.gov) (dan.hysell@alaska.gov) by March 31, 2019.

### Reminder! 2019 SFSP Annual Training

Annual Training is *required* for all new and returning sponsors of the Summer Food Service Program. The following training dates will be offered this spring:

* Face-to-face training for all new and returning sponsors will be held in Anchorage on **Tuesday, April 16th** from 8:30AM-4:30PM at the ACS Business Technology Center at 600 E 36th Ave.
* Distance training via WebEx for all non-school sponsors, new and returning, will be held on **Tuesday, April 23rd** from 9:00AM-12:00PM.
* Distance training via WebEx for all school district sponsors, new and returning, will be held on **Thursday, April 25th** from 1:00PM-3:00PM.

Please e-mail [Dan Hysell](mailto:dan.hysell@alaska.gov) (dan.hysell@alaska.gov) for a registration form and submit it back to him by March 31, 2019. WebEx login and dial-in information will be sent via email prior to the training date(s).

### 2019 SFSP Reimbursement Rates

**Summer 2019 Rates**

| **Meal** | Rural or Self-Prep | Urban Vended |
| --- | --- | --- |
| **Breakfast** | $3.73 | $3.66 |
| **Lunch/Supper** | $6.53 | $6.42 |
| **Snack (am/pm)** | $1.55 | $1.51 |

### New Resources for SFSP Site Supervisors

Do you have any new Site Supervisors this summer? Or do you know of any community members that may be interested in opening a site? The USDA has released two Fact Sheets which may be very useful for staff and community members that are new to the SFSP. They are available in English and Spanish. You may find them at the following website: [New USDA SFSP Site Supervisor Fact Sheets](https://www.fns.usda.gov/sfsp/sfsp-fact-sheets)

### New SFSP Program Specialist

Ann Schmid has joined the Child Nutrition Program team as the Program Specialist for the Summer Food Service Program. Ann comes to us with a background in regulatory compliance and a passion for providing excellent customer service to her fellow Alaskans. She will be working hard to increase participation in the SFSP and assisting current participants with all aspects of program administration. She is thrilled to be working with participants to make sure all kids in Alaska get the nutrition they need to lead our state into a bright future. Please do not hesitate to reach out to Ann if you need assistance or have any questions.

**Contact Information**Ann Schmid, Program Specialist

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(907) 465-4788

Dan Hysell, Education Program Assistant

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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

EED – Education & Early Development

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(1) mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: [USDA Complaint Email](mailto:program.intake@usda.gov) (program.intake@usda.gov).

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