

Summer Food Service Program (SFSP)

The SFSP is a Child Nutrition Program funded by the United States Department of Agriculture (USDA). In New York State, the State Education Department (SED) administers the program. The SFSP provides reimbursement for nutritious meals served to children in lower income areas at no cost when school is out.

Meals must be served in low-income communities where at least 50 percent of children are eligible for free and reduced-price school meals or in other locations where at least 50 percent of the children enrolled in a specific program are eligible for free and reduced-price school meals.

Children 18 years of age and younger are eligible to participate in the SFSP. Persons over 18 years old who are physically or mentally disabled and participating in a public or nonprofit private school program established for children with these disabilities may also participate in this program.

SFSP reimburses approved sponsors for serving meals that meet Federal nutritional guidelines. Sponsors receive payments from USDA, through their State agencies, based on the number of meals they serve. All meals are served free to eligible children.

A **Sponsor** contracts directly with the State Education Department (SED) for overall management of operations at one or more sites. An organization is eligible to apply to be a Sponsor if it is:

- Government entity
- Public or private non-profit school
- Public or private non-profit residential camp
- Private non-profit organization (tax exempt under the Internal Revenue Code of 1986, as amended).
- Public or private colleges or universities

A **sponsor** must have a Data Universal Numbering System (DUNS) number and register it on System for Award Managements (SAM).

Sponsor Responsibilities:

- Select Sites in low-income areas (with ≥ 50 % of children eligible for free or reduced school meals)
- Submit a completed application packet to be approved by SED
- Attend sponsor Training
- Train all personnel involved in the operation of SFSP
- Ensure all sites are properly monitored
- Serve meals that meet USDA meal pattern requirements

- Maintain accurate records to substantiate allowable costs
- Submit reimbursement claims to SED in the required time frames

A **Site** is the location where the children eat their meals.

Site Responsibilities:

- Serve meals to all needy children 18 years of age and under
- Serve meals that meet the minimum meal pattern requirements
- Provide adequate supervision during the meal service
- Ensure that children eat all meals onsite
- Maintain and submit promptly such reports and records that the sponsor requires
- Report to the sponsor any changes in the number of meals required as attendance fluctuates
- Report any other problems regarding the meal services
- Comply with civil rights laws and regulations
- Adhere to local health and sanitation regulations
- Attend sponsor training sessions

Program Meals: Up to two meal types may be served daily and claimed for reimbursement

Breakfast	Lunch	Supper	Snack
Breakfast + Snack	Lunch + Breakfast	Supper + Breakfast	Snack + Breakfast
Breakfast + Lunch	Lunch + Snack	Supper + Snack	Snack + Lunch
Breakfast + Supper			Snack + Supper

*Lunch and Supper only is not an option.

*Residential Camps and sites serving primarily children of migrant workers may serve up to three meal types plus a 4th meal supplement per day.

SFSP Meal Pattern

Breakfast	Lunch/Supper	Snack
Fruit/Vegetable	Meat/Meat Alternate	Any two:
Bread/Grain	Fruit/Vegetable	Meat/Meat Alternate
Fluid Milk	Bread/Grain	Fruit/Vegetable
	Fluid Milk	Bread/Grain
		Fluid Milk