

Contact the Sponsoring organizations in your community to discuss operating as a feeding site under them.

[2014 SFSP Sponsor’s](http://portal.nysed.gov/portal/page/pref/CNKC/SFSP_pp/2014%20Sponsors%20with%20Contact%20Information)

You ***may* *not*** be eligible to operate as a Sponsor in the Summer Food Service Program. Call SED for more information.

YES

Determine if there is an underserved population of eligible children in your area. If so, are there already SFSP Sponsor’s operating in your community?

YES

NO

You are not eligible to operate as a Sponsor in the Summer Food Service Program.

NO

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NO

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Are you one of the following?

* Public or private nonprofit school
* Public or private non-profit residential summer camp
* Unit of local, municipal or county government
* Any other type of private non-profit organization

If you’re a private non-profit organization can you provide SED with your 501(c) tax exempt form?

Can your organization demonstrate financial and administrative capability to comply with program requirements? [Non-Profit Organization Financial Administrative Form](http://portal.nysed.gov/portal/page/pref/CNKC/SFSP_pp/Nonprofit%20Financial%20Admin%20Form%202015.pdf)

NO

Does your organization provide year-round public service to the area in which you intend to provide SFSP?

NO

You ***may be eligible*** to operate as Sponsor in SFSP. Sponsors are organizations that manage SFSP feeding sites, maintain the necessary program documentation and receive reimbursement. As a sponsor, you will:

* Attend your State agency's training to learn about the program. [2015 SFSP Sponsor Training](http://portal.nysed.gov/portal/page/pref/CNKC/SFSP_pp/2015%20training%20memo.pdf)
* Locate and recruit eligible sites
* Hire, train, and supervise staff and volunteers
* Arrange for meals to be prepared or delivered
* Monitor your sites
* Prepare claims for reimbursement
* Ensure that your Summer Food Service Program and sites are sustainable through community partnerships, fundraising, and volunteer recruitment.

**Contact SED for more information**

**518-486-1086**

YES

YES

YES