

New York State Education Department

Office of Child Nutrition

Summer Food Service Program

Responsible Principles Form

In accordance with 7 CFR 225.6(c), new sponsors and sponsors that experienced significant operational problems in the previous year must include with their application, the date of birth of the sponsor's responsible principals.

“Responsible principals” are those institution officials who, by virtue of their management position, bear responsibility for the institution’s serious deficiencies. In every instance, both the Executive Director and Chair of the Board of Directors must be included.

This information is used by the New York State Education Department (SED) Child Nutrition Program Administration to confirm that principals of your organization are not on the National Disqualified List (NDL). The NDL is a list maintained by the U.S. Department of Agriculture (USDA) and includes the institutions and responsible principals, and day care homes disqualified from participation in the Child and Adult Care Food Program (CACFP).

In accordance with 7 CFR 225.11(c), the State agency shall not enter into an agreement with any applicant sponsor identifiable through its corporate organization, officers, employees, or otherwise, as an institution which participated in any Federal child nutrition program and was seriously deficient in its operation of any such program.

This form must be uploaded to the secure SharePoint site.

When submitting this form, you certify that all information is true and correct. 7CFR 225.6(a)(3).

Sponsor Name:

LEA Code:

Complete all fields for the Executive Director and Chair of the Board of Directors

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