

SPONSORS

Eligible Summer Food Service Program (SFSP) sponsors include any public or private nonprofit school food authority; public or private nonprofit residential summer camp; a unit of local, municipal, county, tribal, or state government; a public or private nonprofit college or university currently participating in the National Youth Sports Program; or a private nonprofit organization.

A food service program can be planned as part of an established recreation program, summer school session, or other planned activities or as an independent food service sites.

SITES

Meal service may take place at one or more sites under the responsibility of the sponsor. Many types of sites are suitable for summer feeding, such as recreation centers, schools, churches, community centers, and facilities serving migrant children.

PARTICIPANTS

Eligible participants include people 18 years of age and under. A person 19 and over determined by a State educational agency to have a mental or physical disability and participating in a public or nonprofit private school program can participate. Sites must serve all children regardless of race, color, national origin, age, gender, religion, or disability.

RECORDKEEPING

Claims for reimbursement are based on the number of children fed. Sponsors receive the meals times rate formula. Claims are due on the 10th of the month following the month meals were served. Accurate records must be kept.

Records of expenses must be itemized and maintained on file for review. Production and menu records for all meals and inventory records of foods used in SFSP must be maintained by the food service.

ASSISTANCE

Summer 2018 program reimbursement rates:

| | <i>Rural or Self-prep</i> | <i>All Others</i> |
|--------------|-------------------------------|-----------------------|
| Breakfast | \$2.2325 | \$2.1900 |
| Lunch/Supper | \$3.9225 | \$3.8575 |
| Supplement | \$0.9300 | \$0.9100 |

Advance funding is available for those sponsors who need assistance getting started. The amount of the advance will be deducted from future reimbursements.

Camps will receive reimbursement only for meals served to individual children determined eligible, upon review of their application, for free meal benefits.

For all other SFSP sites, when at least fifty percent (50%) of the children served meet eligibility criteria, the site is considered eligible and all participating children are to be served free.

Eligibility for children who are members of a household receiving SNAP/food stamps, TANF, or commodities on reservations (FDPIR) is based on their categorical status. Eligibility for all other children is based on the income guidelines.

For more information on roles and responsibilities for a sponsor of SFSP view <http://www.youtube.com/watch?v=KkLGT0fRr8w>.

Summer Food Service Program



<http://www.fns.usda.gov/sfsp/summer-food-service-program-sfsp>

INCOME GUIDELINES

(Effective 7/1/2017 through 6/30/2018)

| Household Size | Yearly |
|---------------------------------|--------|
| 1* | 22,311 |
| 2 | 30,044 |
| 3 | 37,777 |
| 4 | 45,510 |
| 5 | 53,243 |
| 6 | 60,976 |
| 7 | 68,709 |
| 8 | 76,442 |
| For each additional member, add | 7,733 |

* If your household includes a FOSTER CHILD, use one application for the whole household.

ADMINISTRATIVE WORKSHOPS

An administrative workshop for new sponsors or new sponsor personnel provides training and technical assistance regarding completion of applications and financial records. In order to participate in the Summer Food Service Program, the people responsible for administration of the program **must** attend this workshop. The online application process will be discussed in addition to program requirements.

The workshop will be held at the MacKay Building, 800 Governors Drive, in Pierre. It will run from 8 AM to 4:30 PM (Central Time) on Thursday, March 22, 2018 with snow date of April 5, 2018. This is a physically accessible building. Register for trainings and workshops February 1-22, 2018, at <http://doe.sd.gov/cans/sfsp.aspx>. Online applications must be completed on iCAN <https://ican.sd.gov> by April 18, 2018. Contact doe.icanhelp@state.sd.us for new user id and sponsor profile forms to get started!

MEAL PATTERN REQUIREMENTS

BREAKFAST – Serve all three if offer versus serve must offer 4 items.

| | |
|-----------|-----------------------------------|
| 1 cup | Milk (Fat free or 1%) |
| ½ cup | Fruit or vegetable, or 100% juice |
| 1 serving | Grain/Bread (see chart) |

LUNCH/SUPPER – Include all 5 components

| | |
|---------------|-----------------------------------|
| 1 cup | Milk (Fat free or 1%) |
| ¾ cup serving | Fruit or vegetable, or 100% juice |
| ¾ cup serving | Fruit or vegetable, or 100% juice |
| 1 serving | Grain/Bread (see chart) |
| 2 ounces | Meat/Meat alternate |

SNACK MEAL

Snacks shall contain any two of the following four components:

| | |
|-----------|-----------------------------------|
| 1 cup | Milk (Fat free or 1%) |
| ¾ cup | Fruit or vegetable, or 100% juice |
| 1 serving | Grain/Bread (see chart) |
| 1 ounce | Meat/Meat alternate |

All meals must be served as a unit and must be eaten at the site. Each day a site is allowed up to two meals each day if one is lunch **or** supper (a breakfast, lunch, supper, or a snack).

Camps and sites that primarily serve migrant children may claim three meals daily with required eligibility documentation for each child in attendance.

Operational workshops for meal planning and site supervision training are offered each April.

PROGRAM GUIDANCE

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

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (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: program.intake@usda.gov.

This institution is an equal opportunity provider.

SUMMER FOOD SERVICE PROGRAM



FOR CHILDREN 2018

The goal of the Summer Food Service Program (SFSP) is to ensure that low income children are able to receive the same high quality meals during school vacation as during the school year.

The SFSP is a 100% federally funded program administered by the South Dakota Department of Education. Free meals are provided to **all children** at approved SFSP sites operating in a period determined by the sponsor between May through September. For more information, call (605) 773-3110. You can also read more about summer programs at and <http://doe.sd.gov/cans/sfsp.aspx>

