

SUBJECT: Commodity Assistance to Summer Food Service Program Sponsors

A. Purpose. This policy prescribes the procedures for commodity assistance to sponsors of the Summer Food Service Program (SFSP) for children. The SFSP for children is designed to improve the nutrition of children 18 years of age and under in needy areas through the provision of well-balanced nutritional meals during the summer months. The food service must be available to all eligible children regardless of race, color, national origin, sex, age, or disability.

B. Scope. This policy pertains to all sponsors in the SFSP.

C. Authority. 7 CFR 225.9 (b) authorizes the use of USDA donated commodities in the SFSP.

D. The Program.

1. The Florida Department of Education (DOE), Food and Nutrition Management Section administers the SFSP for children. Funding is made available through a grant from USDA. The program is available upon request to:
 - (a) Public or nonprofit private school food service authorities.
 - (b) Residential summer camps.
 - (c) Units of local, municipal, county or State governments.
 - (d) Private nonprofit institutions.
2. These sponsors must develop a special program for providing food service to children similar to the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). The sponsors may conduct a recreational program at one or more sites. The feeding program should be an organized and properly supervised youth activity at a site suitable for providing food service. The food program may begin when school closes in the spring and continue until school opens in the fall.

E. Eligibility Requirements.

1. Sponsors with sites located in schools, community centers in housing projects, neighborhood centers, summer day camps and similar recreational programs are eligible to participate in the food program. A site must draw attendance from an area in which at least one half of the residing children are eligible for free or reduced priced meals under the Federal lunch or breakfast program. The 50 percent eligibility documentation may be based on information available from district school boards,

welfare offices, zoning commissions, census tracts or other appropriate sources. These sites are considered open sites and meals must be made available to all children in the immediate area.

2. A site may be determined eligible if it has an enrollment program in which at least one half of the children are eligible for free or reduced priced school meals as disclosed in statements of eligibility based on the size and incomes of the families of the children enrolled.
3. Units of local, municipal, county or State government must directly operate each site under its sponsorship. Direct operation means that the sponsor will be responsible for managing site staff, including such functions as conditions of employment, hiring, firing and the management of program operations at sites during program participation.
4. The site(s) must operate only day programs.

F. Types of Assistance Available.

1. Financial Assistance. A sponsor receives reimbursement for all meals served to children at these sites. Food service sites, other than overnight camps and those that serve migrant children, may serve either: (1) one meal each day consisting of a breakfast, lunch or a supplement, or (2) two meals each day if one is a lunch and the other is a breakfast or supplement. Reimbursement for meals served varies according to the types of meals served. The amount of reimbursement increases each year to compensate for the rises in the cost of living. Each month, reimbursement is calculated based on the lesser of the maximum stated rate or the actual documented costs reported on the monthly claim.
2. Commodity Assistance. Sponsors eligible to receive commodities under the program are:
 - (a) School Food Service Authorities that prepare their own meals.
 - (b) Residential summer camps, units of municipal, county or State governments that have entered into an agreement with a School Food Service Authority for the preparation of meals. The price charged by the School Food Service Authority to these sponsors for each meal provided must recoup the value of the commodity used. All such proceeds must be deposited in the nonprofit school food service account.
 - (c) School Food Service Authorities who have competitively entered into a contract with the same food service company from whom they obtained meals for the NSLP during the last period that school was in session.

3. DOE will prepare a list of the sponsors that are eligible to receive commodities and the average daily number of eligible meals to be served by each sponsor. The DOE will send this information to the Bureau to be used in calculating the Planned Assistance level (PAL) for each sponsor. The DOE will revise the list to reflect additions or cancellations of sponsors and the daily participation data as it deems necessary.
4. The Bureau will make available to the sponsors information on available commodities. This will be accomplished through the Electronic Commodity Ordering System (ECOS). Also, sponsors may choose to participate in the DoD Fresh Fruits and Vegetables Program using all or part of their PAL. **The School Year (SY) for the NSLP is from July 1 of the first year to June 30 of the following year. The SFSP for some sponsors may extend beyond June into July and maybe even August. Purchases in June will be charged to the current school year while purchases after June 30 must be charged to the forthcoming school year.** For example, purchases made in June 2007 will be charged to SY 2007; purchases made in July and August 2007 will be charged to SY 2008.

G. Transfer of Commodities.

1. Approval by the Bureau is not required for commodities transferred internally within an RA between the NSLP and the SFSP and vice versa.
2. **All other transfers of donated commodities must be accomplished in accordance with the provisions of Policy and Procedures 250.13-2, Transfer of USDA Commodities Between Recipient Agencies and for Other Uses.**