

Topic	SFSP	SSO																																
<p>Reimbursement Rates</p>	<p>Same rates throughout the summer. FFY 2015 Rates through December 31</p> <p>Rural or Self Preparation Sites</p> <table border="1" data-bbox="621 347 1157 555"> <thead> <tr> <th>Type of Meal</th> <th>Reimbursement Rate</th> </tr> </thead> <tbody> <tr> <td>Breakfast</td> <td>\$ 2.0775</td> </tr> <tr> <td>Lunch/Supper</td> <td>\$ 3.6450</td> </tr> <tr> <td>Snack</td> <td>\$ 0.8650</td> </tr> </tbody> </table> <p><i>* SFSP exceeds SSO by .1475 breakfast, .5850 lunch, and .045 snack</i></p> <p>Urban and Vended Sites</p> <table border="1" data-bbox="615 678 1150 886"> <thead> <tr> <th>Type of Meal</th> <th>Reimbursement Rate</th> </tr> </thead> <tbody> <tr> <td>Breakfast</td> <td>\$ 2.0375</td> </tr> <tr> <td>Lunch/Supper</td> <td>\$ 3.5875</td> </tr> <tr> <td>Snack</td> <td>\$ 0.8450</td> </tr> </tbody> </table> <p><i>** SFSP exceeds SSO by .4175 breakfast, .5475 lunch, and .025 snack</i></p>	Type of Meal	Reimbursement Rate	Breakfast	\$ 2.0775	Lunch/Supper	\$ 3.6450	Snack	\$ 0.8650	Type of Meal	Reimbursement Rate	Breakfast	\$ 2.0375	Lunch/Supper	\$ 3.5875	Snack	\$ 0.8450	<p>Same as “free” rates during school year FFY 2015 Rates through June 30</p> <p>Maximum</p> <table border="1" data-bbox="1415 347 1961 565"> <thead> <tr> <th>Type of Meal</th> <th>Reimbursement Rate</th> </tr> </thead> <tbody> <tr> <td>Breakfast *</td> <td>\$ 1.93</td> </tr> <tr> <td>Lunch/Supper * Maximum + .06</td> <td>\$ 3.06</td> </tr> <tr> <td>Snack *</td> <td>\$ 0.82</td> </tr> </tbody> </table> <p>Minimum</p> <table border="1" data-bbox="1430 639 1955 847"> <thead> <tr> <th>Type of Meal</th> <th>Reimbursement Rate</th> </tr> </thead> <tbody> <tr> <td>Breakfast **</td> <td>\$ 1.62</td> </tr> <tr> <td>Lunch/Supper **</td> <td>\$ 3.04</td> </tr> <tr> <td>Snack **</td> <td>\$ 0.82</td> </tr> </tbody> </table>	Type of Meal	Reimbursement Rate	Breakfast *	\$ 1.93	Lunch/Supper * Maximum + .06	\$ 3.06	Snack *	\$ 0.82	Type of Meal	Reimbursement Rate	Breakfast **	\$ 1.62	Lunch/Supper **	\$ 3.04	Snack **	\$ 0.82
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<p>Application Deadline</p>	<ul style="list-style-type: none"> ✓ Submit online: the application packet and agreement addendum by the application deadline- May 16th. ✓ Add/Delete/Adjust site application(s) as often as necessary (once submitted, allow 48-hours to obtain prior SA approval). ✓ Must have prior approval for assurance of SFSP reimbursement. 	<ul style="list-style-type: none"> ✓ Submit SSO Statement of Intent by May 1st. ✓ Requesting online application packet submitted by May 15th however, sponsor applications are accepted throughout the summer. ✓ Add/Delete or Adjust site application as often as necessary (once submitted, allow 48-hours to obtain prior SA approval). ✓ Must have prior approval for assurance of SSO reimbursement. 																																

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<p>Training Requirements</p>	<ul style="list-style-type: none"> ✓ Annually Training Options Attend a one-day face to face training Or ○ Recorded version will be posted on the website TBA 	<ul style="list-style-type: none"> ✓ Annually ○ SFSP/SSO Webinar Training for SFAs ○ Recorded version will be posted on the website TBA
<p>Monitoring Required By SFA</p>	<ul style="list-style-type: none"> ✓ For school/experienced sites <ul style="list-style-type: none"> ○ 4th week review: required for ALL sites ✓ For new non-school and/or problematic sites from prior year <ul style="list-style-type: none"> ○ Pre-operational visit – Unless a waiver is approved ○ First week visit – Unless a waiver is approved ○ 4th week review: required for ALL sites ✓ At all sites-continued monitoring as needed to assure compliance. 	<ul style="list-style-type: none"> ✓ For school/experienced sites <ul style="list-style-type: none"> ○ 4th week review: required for ALL sites ✓ For new non-school and/or problematic sites from prior year <ul style="list-style-type: none"> ○ Pre-operational visit ○ First week visit: ○ 4th week review: required for ALL sites ✓ At all sites-continued monitoring as needed to assure compliance.
<p>Monitoring Required By Federal Regulations</p>	<ul style="list-style-type: none"> ✓ Review all SFAs every three years ✓ More frequently based on program size and prior violations identified by the SCN ✓ Must review 10% of sites or at least 1 site of a SFA. 	<ul style="list-style-type: none"> ✓ Administrative Review (AR) every three years ✓ Must include one SSO site review in the summer before or the summer after AR review.
<p>Meal Pattern</p>	<ul style="list-style-type: none"> ✓ Meal pattern must meet 7 CFR Part 225.16(d) standards. ✓ SFAs may substitute the NSLP/SBP meal pattern for the SFSP meal patterns. 	<ul style="list-style-type: none"> ✓ Same as the NSLP/SBP.
<p>Public Notification</p>	<ul style="list-style-type: none"> ✓ SFA must state in application how each site (excluding closed-enrolled sites) will advertise availability of Open site meals to the community. Non Discrimination Statement and income guidelines must be included. ✓ Sponsors are required to release a public media notice for site types (including closed enrolled and camp sites) ✓ Submitted media release will be provided during the application process. 	<ul style="list-style-type: none"> ✓ SFA must state in application how each site (excluding closed-enrolled sites) will advertise availability of Open site meals to the community ✓ Include Non Discrimination Statement and income guidelines ✓ Use standard form provided by SCN

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	<ul style="list-style-type: none"> ✓ Include Non Discrimination Statement and income guidelines ✓ Use standard form provided by SCN ✓ Sponsor will maintain documentation to support completion. 	<ul style="list-style-type: none"> ✓ Sponsor will maintain documentation to support completion
Health Inspection	<ul style="list-style-type: none"> ✓ SCN contracts with the Local Health Inspectors to conduct inspections of the SFSP during non-school site's meal service. ✓ Health inspectors may choose to inspect sites as often as necessary to assure meal are served safe. ✓ SCN incurs the cost of these inspections. 	<ul style="list-style-type: none"> ✓ There is no funding to support SSO inspections, therefore the chances of being inspected is less likely. ✓ As a courtesy, notify the local health inspectors of your intent to operate SSO
Recordkeeping and Documentation	<ul style="list-style-type: none"> ✓ Meal counts by site (daily point of service meal counts and weekly totals) ✓ Menus and meal preparation records ✓ All costs associated with operation of the summer food program ✓ Documentation of site eligibility for each site ✓ Documentation of sponsor monitoring at each site (as SFSP applicable: pre-operational visit, 1st week visit, 4th week or before the site closes review) ✓ Ethnic/Racial Data for each site ✓ Documentation of training site personnel ✓ Documentation of media release ✓ Documentation of health department notification and corrective action resulting from any visits from the health department (as applicable) ✓ Meal delivery receipts(central kitchens with satellite sites) Field trip and change request submitted in online system 	<ul style="list-style-type: none"> ✓ Meal counts by site (daily point of serve meal counts and monthly totals) ✓ Menus and menu production records (same as school year) ✓ All costs associated with operation of the summer food program ✓ Documentation of site eligibility for each site (as SSO applicable: pre-operational visit, 1st week visit, 4th week or before the site closes review) ✓ Ethnic/Racial Data for each site ✓ Documentation of sponsor monitoring at each site (once during first four weeks of operation) ✓ Documentation of media release ✓ Documentation of health department corrective action resulting from any visits from the health department (as applicable)

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<p>How can 21st Century Programs qualify as a site?</p>	<p>You are encouraged to host 21st Century Programs at area eligible schools.</p> <p><i>In Area Eligible Schools</i></p> <ul style="list-style-type: none"> ✓ Open Sites- All children may receive up to two reimbursable meals excluding lunch and supper combination <ul style="list-style-type: none"> ○ We encourage breakfast and lunch ✓ Closed Enrolled Sites- All children may receive up to two reimbursable meals excluding lunch and supper combination <ul style="list-style-type: none"> ○ We encourage breakfast and lunch <p><i>In Non-Area Eligible Schools</i></p> <ul style="list-style-type: none"> ✓ Closed Enrolled Sites- Based on enrollment (certify that at least 50% of the children that will be or projected to attend qualify for at least reduced priced school meals) <ul style="list-style-type: none"> ○ All children may receive up to two reimbursable meals excluding lunch and supper combination <ul style="list-style-type: none"> ▪ We encourage breakfast and lunch ✓ Camps (residential and non-residential): Based on enrollment for each session either by approved applications or direct certification <ul style="list-style-type: none"> ○ Sponsor is reimbursed <u>only the meals served to children eligible for free or reduced meals</u> ○ All children may receive up to two reimbursable meals excluding lunch and supper combination <ul style="list-style-type: none"> ▪ We encourage breakfast and lunch at a minimal ▪ Use roster for point of service meal counts. 	<p>You are encouraged to host 21st Century Programs at area eligible schools.</p> <p><i>In Area Eligible Schools</i></p> <ul style="list-style-type: none"> ✓ Open Sites- All children may receive up to two reimbursable meals excluding lunch and supper combination <ul style="list-style-type: none"> ○ We encourage breakfast and lunch ✓ Closed Enrolled Sites- All children may receive up to two reimbursable meals excluding lunch and supper combination <ul style="list-style-type: none"> ○ We encourage breakfast and lunch <p><i>In Non-Area Eligible Schools</i></p> <ul style="list-style-type: none"> ✓ Closed Enrolled Sites- Based on enrollment (certify that at least 50% of the children that will be or projected to attend qualify for at least reduced priced school meals) <ul style="list-style-type: none"> ○ All children may receive up to two reimbursable meals excluding lunch and supper combination ✓ We encourage breakfast and lunch ✓ Camps (residential and non-residential): Based on enrollment for each session either by approved applications or direct certification <ul style="list-style-type: none"> ○ Sponsor is reimbursed <u>only the meals served to children eligible for free or reduced meals</u> ○ All children may receive up to two reimbursable meals excluding lunch and supper combination <ul style="list-style-type: none"> ▪ We encourage breakfast and lunch at a minimal <p>Use roster for point of service meal counts.</p>

Question	SFSP	SSO
<p>Can SFAs add, delete, or make adjustments to the site applications throughout the summer?</p>	<ul style="list-style-type: none"> ✓ SFAs are encouraged to add, delete or make adjustments to the site applications as often as necessary. ✓ All site changes must be submitted in the technology system. ✓ Changes that are not SA prior approved are not eligible for reimbursement. 	<ul style="list-style-type: none"> ✓ SFAs are encouraged to add, delete or make adjustments to the site applications as often as necessary. ✓ All site changes must be submitted in the technology system (Suggested, allow 48-hours to obtain prior SA approval). ✓ Changes that are not SA prior approved are not eligible for reimbursement.
<p>Are sponsors required to notify SCN prior to sites' field trips, to assure reimbursement?</p>	<ul style="list-style-type: none"> ✓ Yes, the SCN requires sponsors provide notification prior to providing reimbursable meals to children at a location other than the approved location. ✓ A field trip in which prior notification was not provided to SCN will result in meals served at an unapproved site and are not eligible for reimbursement. 	<ul style="list-style-type: none"> ✓ Sponsors should provide notification to SCN prior to providing reimbursable meals to children at a location other than the approved location.
<p>How many meals are reimbursable per day?</p>	<ul style="list-style-type: none"> ✓ At open, restricted open, or closed enrolled sites: A maximum of two meals, such as: <ul style="list-style-type: none"> ○ lunch and breakfast or ○ lunch and one snack, or ○ breakfast and one snack, may be claimed per day. ✓ Lunch and supper <u>may not</u> be reimbursed for same children. ✓ At camps (residential and non-residential): only the meals served to children eligible for free or reduced meals (based on approved applications or direct certification) may be reimbursed. <ul style="list-style-type: none"> ○ A maximum of three meals, such as breakfast, lunch, and one snack, may be claimed per day. ✓ At migrant sites: <ul style="list-style-type: none"> ○ A maximum of three meals, such as breakfast, lunch, and one snack, may be claimed per day. ✓ Only camps and migrant sites may claim both lunch and supper served to the same children on the same day. 	<ul style="list-style-type: none"> ✓ At open, restricted open, or closed enrolled sites: A maximum of two meals, such as: <ul style="list-style-type: none"> ○ lunch and breakfast, or ○ lunch and one snack, or ○ breakfast and one snack, may be claimed per day. ✓ At camps (residential and non-residential): only the meals served to children eligible for free or reduced meals (based on approved applications or direct certification) may be reimbursed. <ul style="list-style-type: none"> ○ A maximum of three meals may be claimed per day. ✓ At migrant sites: <ul style="list-style-type: none"> ○ A maximum of three meals may be claimed per day. ✓ Only camps and migrant sites may claim both lunch and supper served to the same children on the same day.

<p>Are there designated meal periods for sites?</p>	<ul style="list-style-type: none"> ✓ No, there are no designated times for meal periods or time restrictions. ✓ However, as a part of the site application, sponsors must designate the time meals will be served and assure meals are served within the designated times established and approved on the site application. 	<ul style="list-style-type: none"> ✓ Yes, meal times for breakfast and lunch must follow the designated times in the SBP and NSLP regulations. <ul style="list-style-type: none"> ○ Breakfast must be served to a child in the morning hours according to 7 CFR 220.2(b) ○ Lunch must be offered between 10:00 am and 2:00 pm, as provided in 7 CFR 210.10(f). ○ Supper meals should begin before 7:00 p.m. and end by 8:00 p.m. ○ Snacks should be evenly and adequately spaced between other meal service times to minimize food waste and ensure good nutrition practices.
<p>Are second meals reimbursable?</p>	<ul style="list-style-type: none"> ✓ Yes, sponsors are eligible to claim 2% of the total first meals claimed by type within any given month. 	<ul style="list-style-type: none"> ✓ Second lunches and snacks may be offered but cannot be claimed under the SSO (see 7 CFR 210.10 (a)(2))
<p>Are HACCP Requirements applicable?</p>	<ul style="list-style-type: none"> ✓ A HACCP plan is not required to be developed and implemented by SFSP sponsors. However, all sponsors are required to ensure that sites maintain proper sanitation and health standards in conformance with all applicable State and local laws and regulations [7 CFR 225.6(e)(9)]. 	<ul style="list-style-type: none"> ✓ Yes. SFA's are required to develop and implement a food safety plan based on HACCP principles that is applicable to anywhere program foods are stored, prepared or served. The food safety plan must be followed when providing program meals through SSO.

To assure that the menu planning requirements are met, should the SFA/site have food production records?

- ✓ Traditional Food Production records are not a federal requirement for the SFSP. SCN requires a menu record for meals be maintained for meals served.
- ✓ SFSP sponsors are required to maintain documentation of food preparation which may include but not limited to receipts, invoices, delivery receipts, menus, etc.
- ✓ Records must provide sufficient documentation to allow the SA clear information to evaluate how the meals contribute to the required food components or menu items which meet the meal pattern requirement.

- ✓ Yes. As set forth in 7 CFR 210.10(a)(3), schools must keep production records and menu records for the meals they produce.
- ✓ The production records must allow the SA to evaluate how the meals contribute to the required food components or menu items.

For Additional Questions Contact
 Valerie Crouch, Programmatic Development Section Supervisor
 Division of School and Community Nutrition
 Kentucky Department of Education
 500 Mero St. Frankfort, Ky. 40601 - Phone: 502-564-5625 Ext: 4912
 Email: valerie.crouch@education.ky.gov