




STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**TO:** Potential 2017 Summer Meals Sponsors

**FROM:** John Frassinelli, Chief   
Bureau of Health/Nutrition, Family Services and Adult Education

**DATE:** January 11, 2017

**SUBJECT:** **Operational Memorandum No. 02-17 – SFSP**  
Interest Survey for 2017 Summer Meals Programs

In order to plan for implementation of the Summer Meals Programs in 2017, the Connecticut State Department of Education (CSDE) Child Nutrition Unit is requesting that all sponsors who participated in the Summer Food Service Program (SFSP) or Seamless Summer Option (SSO) of the National School Lunch Program (NSLP) in 2016, and any prospective organizations, indicate their interest in becoming a program sponsor.

The following 2016 data show the number of meals served and the number of children who participated in all types of summer meals programs including the SFSP, the SSO, and academic summer school.

Average Daily Participation:	35,232
Total Number Meals Served:	1,936,875
Total Number Sites Served:	708

The CSDE anticipates growth in access to and participation in 2017 summer meals programs. As you plan your summer meals program for 2017, consider how you can expand to feed additional at-risk children. Examples include beginning summer meals sooner after the school year ends, continuing later into the summer, opening more sites, and increasing outreach efforts to children. Remember, ***hunger does not take a summer vacation!***

School sponsors are eligible to participate in either the SFSP or the SSO of the NSLP. Under the SSO, school districts are offered streamlined administrative procedures through reduced paperwork. In recent years, the United States Department of Agriculture has provided SFSP guidance allowing similar streamlined administrative procedures for school sponsors participating in the SFSP. The CSDE encourages school sponsors to consider participation under the SFSP. The higher per meal reimbursement rates under the SFSP allows sponsors additional financial resources to support staffing and high quality meals during the summer months. If you are considering transitioning your summer meals program from the SSO to the SFSP, please contact the CSDE Summer Meals Coordinator for technical assistance to make this process efficient and effective.

The CSDE requests the attached Planning Data form from **all** 2017 summer meals sponsors. Please complete the following information and return by **February 15, 2017**:

1. Review the attached 2016 site list and document the necessary changes for 2017.
  - A. For sites that will continue operating in 2017, indicate planned dates of operation.
  - B. If sites will not operate in 2017, indicate by placing a line through the site information.
  - C. If new sites will be added in 2017, complete the Proposed New Site section of the Planning Data form and return with the site listing.
2. **All** sponsors must complete the Planning Data section of the attached form and sign, date, and return. Please note that this form must be completed and returned even if there are no changes from 2016.
3. Submit your response electronically by e-mail to Caroline Cooke, Summer Meals Coordinator, at 860-807-2144 or [caroline.cooke@ct.gov](mailto:caroline.cooke@ct.gov). If you have any issues with electronic submission, please contact Caroline Cooke at 860-807-2144 to discuss alternate arrangements.

Your response will signify your interest in sponsoring summer meals in 2017, either under the SFSP or the SSO regulations. It is therefore important that your reply is submitted by the deadline of **February 15, 2017**. Additional information will be forwarded to the contact person listed in the Planning Data section.

If you have any questions, please contact Caroline Cooke, Summer Meals Coordinator, at 860-807-2144 or [caroline.cooke@ct.gov](mailto:caroline.cooke@ct.gov).

JF:csc

Attachments: (2)