

# Summer Food Service Program (SFSP) Policies and Procedures for Smaller Food Portions

## Summer 2024

This policy is used by the Connecticut State Department of Education (CSDE) to comply with the U.S. Department of Agriculture (USDA) [SFSP regulations](#). If any part of this policy conflicts with the SFSP regulations or memoranda issued by the USDA, the federal regulations and memoranda shall take precedence.



### Meal Requirements

The SFSP meal requirements are designed to provide nutritious and well-balanced meals for children. Sponsors must ensure that all meals served in the SFSP meet the minimum meal pattern requirements indicated in the [SFSP Meal Patterns](#). Children may be served larger portions but not less than the minimum quantities specified.

### Smaller Portions for Children Under Six

Per [7 CFR 225.16\(f\)\(2\)](#), the CSDE may authorize sponsors to serve smaller quantities of food to children under six, if the sponsor has the capability to ensure that portion size variations are consistent with the age levels of the children being served. Portion sizes for children under six must follow the age-appropriate meal pattern requirements contained in the Child and Adult Care Food Program (CACFP) regulations ([7 CFR 226](#)). For more information, refer to the [CACFP Meal Patterns for Children](#) and visit the CSDE's [Meal Patterns for CACFP Child Care Programs](#) webpage.

SFSP sponsors must receive **prior approval** from the CSDE to serve children under six smaller portions than the required minimums in the SFSP meal pattern. To request approval, send an e-mail to the CSDE's [Summer Meals Staff](#), and include:

1. the site name and age of children to be served;
2. an explanation of why the sponsor wants to deviate from the SFSP meal pattern and serve smaller food quantities than required in [7 CFR 225.16\(d\)](#); and
3. the SFSP menu.

The CSDE will review this information and respond to the sponsor by e-mail.

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For information on the SFSP, visit the CSDE's [SFSP webpage](#) or contact the [Summer Meals staff](#) at the CSDE's Bureau of Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at [https://portal.ct.gov/-/media/SDE/Nutrition/SFSP/SFSP\\_Policies\\_Smaller\\_Food\\_Portions.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/SFSP/SFSP_Policies_Smaller_Food_Portions.pdf).

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1. mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

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