

Summer Meals Updates 2025

The Connecticut State Department of Education's (CSDE) e-newsletter for sponsors of the U.S. Department of Agriculture's (USDA) Summer Food Service Program (SFSP) and Seamless Summer Option (SSO) of the National School Lunch Program (NSLP). Previous editions of Summer Meals Updates are available in the "[Summer Meals Updates](#)" section of the CSDE's SFSP webpage.

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Topics April 3, 2025

- New CSDE Required Annual Sponsor Training Module: SFSP Meal Patterns
- Coming Soon: New CSDE Required Annual Sponsor Training Modules: Crediting Foods in the SFSP Meal Patterns
- Updated SFSP Meal Patterns and Menu Planning Resources
- Updated SFSP Meal Service Resources
- New CSDE Webpage: Crediting Foods in the Summer Food Service Program
- New CSDE Webpage: Crediting Documentation for the Child Nutrition Programs
- Updated CSDE Resources for Crediting Foods in the SFSP
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- Crediting Commercial Products in the SFSP
- Crediting Foods Made from Scratch in the SFSP

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May 7, 2025

Requirements for Field Trip Meals in the Summer Food Service Program

Effective October 1, 2022, the U.S. Department of Agriculture (USDA) [Final Rule: Streamlining Program Requirements and Improving Integrity in the Summer Food Service Program \(SFSP\)](#) redesignated Title 7 of the Code of Federal Regulations (7 CFR) [Section 225.6\(i\)\(7\)\(v\)](#). This section allows Summer Food Service Program (SFSP) sponsors to claim reimbursement only for meals specified in the state-sponsored agreement at an approved site, unless the requirements in [7 CFR 225.16\(g\)](#) are met.

SFSP sponsors that provide advance notice to the CSDE are allowed to receive reimbursement for meals served away from an approved site, such as meals served during field trips (refer to “CSDE Notification Deadlines for SFSP Field Trips” below). The requirements for field trip meals are summarized in the CSDE’s resource, [Requirements for Field Trip Meals in the Summer Food Service Program](#).

Reminder About Submitting SFSP Field Trip Requests to CSDE

SFSP sponsors must indicate which sites will implement field trips, including the date, meal service, and number of children. This information is submitted to the CSDE in the Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System) as part of the sponsor’s online SFSP application packet.

Sponsors must click “Submit for Approval” to submit a field trip request in the CNP System’s online SFSP application packet and email their [CSDE Summer Meals staff member](#) to indicate that the field trip request has been submitted. This will ensure timely CSDE approval of the field trip request.

CSDE Notification Deadlines for SFSP Field Trips

In accordance with [7 CFR 225.16\(g\)\(2\)](#), the CSDE requires SFSP sponsors to provide the following advance notice for field trips:

- **Open sites that remain open:** If an open site remains open on the day of the field trip the SFSP sponsor must notify the CSDE **two business days** prior to the day of the field trip. This also applies to closed enrolled sites.
- **Open sites that close:** If an open site needs to close on the day of the field trip, the SFSP sponsor must notify the CSDE **seven business days** in advance of the field trip to ensure the community is properly notified of the site closure.

If the SFSP sponsor does not provide the required advance notice listed above, the CSDE may determine that meals served on the field trip are not reimbursable (7 CFR 225.16[g][2]). To prevent loss of reimbursement, SFSP sponsors must submit field trip requests to the CSDE through the CNP System by the deadlines indicated above.

Food Safety Requirements for Field Trip Meals in the Summer Food Service Program

As specified in 7 CFR 225.16(g)(1)(ii), field trip meals must meet all applicable state and local health, safety, and sanitation standards. The greatest food safety concern for field trip meals is ensuring that foods defined by the Food and Drug Administration's (FDA) Food Code as "Time/Temperature Control for Safety Food" (TCS) – formerly known as potential hazardous foods (PHFs) – stay at proper temperatures during transport and service. TCS require time/temperature control for safety to limit pathogenic microorganism growth or toxin formation that can lead to foodborne illness. The food safety requirements for field trip meals are summarized in the CSDE's resource, [Food Safety Requirements for Field Trip Meals in the Summer Food Service Program](#).

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New CSDE Required Annual Sponsor Training Modules: Meal Service Requirements for Summer Meals

The CSDE has a new recorded on-demand training module, **Meal Service Requirements for Summer Meals**. This module is part of the required Summer Meals annual training for summer 2025 and applies to all Summer Meals sponsors, including SFSP sponsors and SSO sponsors. Topics include the meal service requirements for Summer Meals, including the option for family style meal service (allowed only for camps and closed enrolled sites of the SFSP and SSO); field trips; avoiding leftovers and reducing food waste (including options like share tables and donating food); offsite consumption of meal components; adult meals; and key resources for guidance and training on meal service.

This module is available in the "[Annual Training](#)" section of the CSDE's SFSP webpage. Sponsors will complete a knowledge check after completing the video and should print their knowledge check score to document participation.

New CSDE Required Annual Sponsor Training Modules: Offer versus Serve in the Summer Food Service Program (SFSP)

The CSDE has a new recorded on-demand training module, **Offer versus Serve in the Summer Food Service Program (SFSP)**. This module is part of the required Summer Meals annual training for summer 2025 and applies only to school food authority (SFA) sponsors of the SFSP that follow the SFSP meal patterns and choose to implement OVS. Topics include the menu planning requirements for food items at breakfast and meal components at lunch and supper; the requirements for children's selection of reimbursable meals; identifying reimbursable meals at the point of service; OVS meal count requirements; OVS requirements for second meals; strategies for OVS success; and resources for guidance and training on OVS. This module also includes Meal or No Meal, a quiz on identifying reimbursable meals with OVS.

This module is available in the "[Annual Training](#)" section of the CSDE's SFSP webpage. Sponsors will complete a knowledge check after completing the video and should print their knowledge check score to document participation.

New CSDE Resource: Guide to Offer versus Serve in the Summer Food Service Program (SFSP)

The CSDE's [Guide to Offer versus Serve \(OVS\) in the Summer Food Service Program](#) provides guidance on the requirements for implementing OVS in the SFSP. This guide applies only to SFA sponsors of the SFSP that follow the SFSP meal patterns and choose to implement OVS. This guide replaces the CSDE's previous handout, Offer versus Serve (OVS) in the Summer Food Service Program.

Requirements for Allowing Meal Components Offsite in Summer Meals

SFSP and SSO sponsors may allow children to take one fruit, one vegetable, or one grain item offsite for later consumption. Sponsors must notify the CSDE of their intent to implement this practice as part of their online SFSP application packet, which is submitted to the CSDE in the Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System). To implement this practice, sponsors must meet the following requirements:

- sponsors must comply with all state and local health and sanitation codes;
- sponsors must have sufficient supervisory capacity to properly administer and monitor the site, and to ensure that issues do not arise, especially related to food safety and SFSP integrity; and
- the item must be from the child's own meal or a share table.

These requirements are outlined in [USDA Memo SP 10-2017 and SFSP 06-2017](#): Meal Service Requirements in the Summer Meal Programs, with Questions and Answers – Revised and [USDA Memo SP 41-2014](#): Clarification of the Policy on Food Consumption Outside of Foodservice Area, and the Whole Grain-Rich Requirement.

Requirements for Adult Meals in the SFSP

Sponsors may serve meals to adults, but these meals are not reimbursable. Adult meals are reported differently depending on whether they're served to program adults or non-program adults.

Meals for program adults

Program adults work directly with the meal service at the site as either volunteers or paid employees. Meals for program adults may be served at no charge. Sponsors cannot claim these meals for reimbursement but may count them as operating costs.

Meals for non-program adults

Non-program adults do not work in any direct way with the meal service at the site, such as parents and guardians. Sponsors have the option to serve meals to non-program adults at no charge or charge the full cost of the meal. The cost of these meals may count as part of the sponsor's operating costs only if the full cost is covered by adult payment or non-program funds, and the money received is reported as income to the SFSP.

Sponsors must cover the costs of meals served to non-program adults by charging at least the full cost of the meal (including food and non-food supplies, labor, and the value of USDA Foods) or using other non-program funds. When a sponsor uses other non-program funds to cover the cost of these meals, these funds may be included in SFSP income, and these meal costs are an allowable expense for the nonprofit food service account.

The Income from the sale of adult meals and non-program funds used to pay for adult meals, must be documented as SFSP income to offset documented costs. The calculation of meal costs should be based on the full cost of producing the meal. This includes food, supplies, labor, and other costs incurred by the sponsor. Sponsors should also include the value of USDA Foods used to prepare the meal, or this value may be based on the current year's annual entitlement per meal value of USDA Foods.

Counting adult meals

Sponsors must count and record the different types of meals separately on the SFSP daily meal count form. These include meals served to children (including second meals), meals served to program adults, and meals served to non-program adults. Meal count forms are available in the "[Meal Count Forms](#)" section under "Apply" on the CSDE's SFSP webpage.

April 23, 2025

New CSDE Required Annual Sponsor Training Modules: Crediting Foods in the SFSP Meal Patterns

The CSDE has a new series of recorded on-demand training modules, **Crediting Foods in the SFSP Meal Patterns**, for Summer Meals sites that follow the SFSP meal patterns. This series is part of the required Summer Meals annual training for summer 2025. The five modules include an introduction to crediting and separate modules on the specific crediting requirements for each of the four SFSP meal components (milk, meats/meat alternates, grains/breads, and vegetables/fruits).

- Crediting Foods in the SFSP Meal Patterns Part 1: Introduction to Crediting Foods
- Crediting Foods in the SFSP Meal Patterns Part 2: Milk Component
- Crediting Foods in the SFSP Meal Patterns Part 3: Meats/Meat Alternates Component
- Crediting Foods in the SFSP Meal Patterns Part 4: Grains/Breads Component
- Crediting Foods in the SFSP Meal Patterns Part 5: Vegetables/Fruits Component

These modules are available in the “[Annual Training](#)” section of the CSDE’s SFSP webpage. Sponsors will complete a knowledge check after completing each video and should print their knowledge check score to document participation.

Note: These modules do not apply to school food authority (SFA) sponsors of the SFSP that choose to follow the meal patterns for the [National School Lunch Program \(NSLP\)](#), [School Breakfast Program \(SBP\)](#), and [Afterschool Snack Program \(ASP\)](#) of the NSLP; or to the Seamless Summer Option (SSO) of the NSLP. These meal pattern requirements are different from the SFSP meal patterns. Training on the meal patterns for grades K-12 in the school nutrition programs is available in the CSDE’s training program, [What's in a Meal: National School Lunch Program and School Breakfast Program Meal Patterns for Grades K-12](#).

New CSDE Required Annual Sponsor Training Module: Crediting Documentation for Summer Meals

The CSDE has a new recorded on-demand training module, **Crediting Documentation for Summer Meals**, that applies to all Summer Meals sponsors (SFSP sponsors, SFA sponsors of the SFSP, and SSO sponsors). This module is part of the required Summer Meals annual training for summer 2025. Topics include an introduction to crediting foods and guidance on the USDA's Food Buying Guide for Child Nutrition Programs; the types of commercial processed products that require crediting documentation; the required documentation for commercial processed foods, including Child Nutrition (CN) labels and product formulation statement (PFS) forms; recipes for foods made from scratch; maintaining crediting documentation; and key resources for guidance and training on crediting documentation.

This module is available in the "[Annual Training](#)" section of the CSDE's SFSP webpage. Sponsors will complete a knowledge check after completing the video and should print their knowledge check score to document participation.

Updated CSDE Resources for Crediting Foods in the SFSP to Include Links to New Training Modules

The last edition of the Summer Meals Updates on April 3, 2025, announced the SFSP crediting resources for summer 2025. The CSDE has updated these resources (dated April 2025) to include links to the new Summer Meals annual sponsor training modules for crediting foods and crediting documentation, indicated above. These resources are available on the CSDE's [Crediting Foods in the Summer Food Service Program](#) webpage or [Crediting Documentation for the Child Nutrition Programs](#) webpage.

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April 3, 2025

Welcome to the first edition of Summer Meals Updates for 2025. This edition focuses on the SFSP meal patterns, resources for menu planning and crediting foods and beverages, and the crediting documentation requirements.

New CSDE Required Annual Sponsor Training Module: SFSP Meal Patterns

The CSDE has a new recorded on-demand training module, SFSP Meal Patterns, that is part of the required annual SFSP sponsor training for summer 2025. The SFSP Meal Patterns module reviews the SFSP meal pattern requirements for breakfast, lunch and supper, and snack; provides guidance on the USDA flexibilities for age-appropriate meal patterns based on larger portions for teenagers and smaller portions for children under age 6; identifies the required meal modifications for children whose disability restricts their diet, including the USDA's procedural safeguards; describes the importance of SFSP menus to a successful Summer Meals program; and identifies key resources for guidance and training on the SFSP meal patterns.

This module is available in the "[Annual Training](#)" section of the CSDE's SFSP webpage. Sponsors will complete a knowledge check after completing the video and should print their knowledge check score to document participation.

Note: This module does not apply to school food authority (SFA) sponsors of the SFSP that choose to follow the meal patterns for the [National School Lunch Program \(NSLP\)](#), [School Breakfast Program \(SBP\)](#), and [Afterschool Snack Program \(ASP\)](#) of the NSLP; or to the Seamless Summer Option (SSO) of the NSLP. These meal pattern requirements are different from the SFSP meal patterns. Training on the meal patterns for grades K-12 the school nutrition programs is available in the CSDE's training program, [What's in a Meal: National School Lunch Program and School Breakfast Program Meal Patterns for Grades K-12](#).

Coming Soon: New CSDE Required Annual Sponsor Training Modules: Crediting Foods in the SFSP Meal Patterns

The CSDE is developing a new series of recorded on-demand training modules, Crediting Foods in the SFSP Meal Patterns, that is part of the required annual SFSP sponsor training for summer 2025. This series includes an introduction to crediting and separate modules on the specific crediting requirements for each of the four SFSP meal components (milk, meats/meat alternates, grains/breads, and vegetables/fruits).

These module will be available in the "[Annual Training](#)" section of the CSDE's SFSP webpage. The CSDE will notify sponsors when these modules are posted.

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Updated SFSP Meal Patterns and Menu Planning Resources

Updated versions (March 2025) of the SFSP meal patterns and menu planning resources below are available in the “[Meal Patterns](#)” section of SFSP webpage.

SFSP Meal Patterns

- [SFSP Meal Patterns](#)
- [Crediting Summary Charts for the SFSP Meal Patterns](#)
- [Noncreditable Foods in the SFSP](#)
- [Resources for the SFSP Meal Patterns](#)

Meal Modifications

- [Guidance for Meal Modifications in the SFSP](#)
- Medical Statement: [Request Form for Meal Modifications in the SFSP](#)

Menu Planning Forms

- [Breakfast Menu Form for the SFSP](#)
- [Lunch and Supper Menu Form for the SFSP](#)
- [Snack Menu Form for the SFSP](#)

Production Records

- Overview: [Using Production Records in the SFSP](#)
 - [SFSP Production Record](#)
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Updated SFSP Meal Service Resources

Updated versions (March 2025) of the SFSP meal service resources below are available in the “[Meal Service](#)” section of SFSP webpage.

- [Offer versus Serve \(OVS\) in the SFSP](#): OVS is only allowed for school food authority (SFA) sponsors of the SFSP.
 - [Requirements for Field Trip Meals in the SFSP](#)
 - [Food Safety Requirements for Field Trip Meals in the SFSP](#)
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New CSDE Webpage: Crediting Foods in the Summer Food Service Program

The CSDE’s new [Crediting Foods in the Summer Food Service Program](#) webpage makes it easier to find information for crediting foods in the SFSP. The left navigation bar includes separate sections for

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each of the four meal components: meats and meat alternates; grains and breads; vegetables and fruits; and milk. Each section contains specific crediting guidance and resources.

New CSDE Webpage: Crediting Documentation for the Child Nutrition Programs

The USDA requires that SFSP sponsors must maintain crediting documentation to demonstrate how menu items meet the requirements of the SFSP meal pattern regulations. The CSDE's new webpage, [Crediting Documentation for the Child Nutrition Programs](#), provides information on the required documentation for crediting commercial processed products and foods made from scratch. This webpage includes guidance and resources on Child Nutrition (CN) labels, product formulation statements, accepting product documentation, nutrition information, standardized recipes, and the USDA's Food Buying Guide for Child Nutrition Programs. This information helps menu planners meet the requirements of [USDA Memo SP 05-2025, CACFP 04-2025, and SFSP 02-2025](#): Guidance for Accepting Processed Product Documentation for Meal Pattern Requirements

Updated CSDE Resources for Crediting Foods in the SFSP

Foods and beverages served in reimbursable meals and snacks must meet specific requirements to credit toward the SFSP meal patterns. Updated versions (February 2025) of the SFSP crediting resources below assist SFSP sponsors with meeting these requirements and are available on the CSDE's [Crediting Foods in the Summer Food Service Program](#) webpage. Revisions include the requirements of the USDA final rule, [Child Nutrition Programs: Meal Patterns Consistent with the 2020–2025 Dietary Guidelines for Americans](#), and [USDA Memo SP 05-2025, CACFP 04-2025, and SFSP 02-2025](#): Guidance for Accepting Processed Product Documentation for Meal Pattern Requirements, new links to the CSDE's recently updated webpages, new content and resources, and the CSDE's new logo. Please discard any previous versions and replace them with these updated versions.

Crediting Documentation

- [Accepting Processed Product Documentation in the SFSP](#)
- [Standardized Recipe Form for the SFSP](#)
- [Using Child Nutrition \(CN\) Labels in the SFSP](#)
- [Using Product Formulation Statements in the SFSP](#)

Meats/Meat Alternates Component

- Overview: [Requirements for the Meats/Meat Alternates Component of the SFSP Meal Patterns](#)
- [Crediting Commercial Meat/Meat Alternate Products in the SFSP](#)
- [Crediting Deli Meats in the SFSP](#)
- [Crediting Beans, Peas, and Lentils in the SFSP](#)

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- [Crediting Nuts and Seeds in the SFSP](#)
- [Crediting Tofu and Tofu Products in the SFSP](#)
- [Crediting Yogurt in the SFSP](#)
- [Requirements for Alternate Protein Products in the SFSP](#)

Vegetables/Fruits Component

- Overview: [Requirements for the Vegetables/Fruits Component of the SFSP Meal Patterns](#)
- [Crediting Beans, Peas, and Lentils in the SFSP](#)
- [Crediting Juice in the SFSP](#)
- [Crediting Smoothies in the SFSP](#)

Grains/Breads Component

- Overview: [Requirements for the Grains/Breads Component of the SFSP Meal Patterns](#)
- [Calculation Methods for Grain Servings in the SFSP](#)
- [Crediting Breakfast Cereals in the SFSP](#)
- [Crediting Enriched Grains in the SFSP](#)
- [Crediting Whole Grains in the SFSP](#)
- [How to Use the Grains/Breads Servings Chart](#)
- [Serving for Grains/Breads in the SFSP](#)
- [When Commercial Grain Products Require a Product Formulation Statement to Credit in the SFSP](#)

Milk Component”Keep source formatting”

- Overview: [Requirements for the Milk Component of the SFSP Meal Patterns](#)

Updated CSDE Resource List: Resources for the SFSP Meal Patterns

An updated version (February 2025) version of the CSDE’s [Resources for the SFSP Meal Patterns](#) is available. This document includes resources and websites to assist sponsors with meeting the USDA meal pattern requirements for the SFSP.

Crediting Commercial Products in the SFSP

SFSP sponsors must be able to document the crediting information for commercially prepared foods that are processed or contain added ingredients, such as deli meats, pizza, chicken nuggets, hummus, coleslaw, and smoothies. The acceptable types of crediting documentation for processed foods include any of the documents below.

- **Child Nutrition (CN) label:** A CN label is a USDA-approved statement that clearly identifies the contribution of a commercial product toward the meal pattern requirements. CN labels are

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available only for main dish entrees that contribute at least ½ oz eq of the MMA component, but they often include crediting information for other meal components that are part of the product, such as vegetables, fruits, and grains. Allowable CN label documentation includes 1) the original CN label from the product carton; 2) a photocopy or photograph of the CN label shown attached to the original product carton; or 3) a CN label copied with a watermark displaying the product name and CN number provided by the vendor, attached to the bill of lading (invoice). For more information, refer to the CSDE's resource, [Using Child Nutrition \(CN\) Labels in the Summer Food Service Program](#) and visit the "[CN Labels for SFSP](#)" section of the CSDE's Crediting Documentation for the Child Nutrition Programs webpage.

- **Product formulation statement (PFS):** A PFS is a document developed by manufacturers that provides specific information about how a product credits toward the USDA meal patterns for the Child Nutrition Programs. The PFS must be signed by an official of the manufacturer and state the amount of each meal component contained in one serving of the product. For more information on PFS forms, refer to the CSDE's resource, [Using Product Formulation Statements in the Summer Food Service Program](#) and visit the "[PFS for SFSP](#)" section of the CSDE's Crediting Documentation for the Child Nutrition Programs webpage. For guidance on how to review a PFS, refer to the USDA's [Tips for Evaluating a Manufacturer's Product Formulation Statement](#). Commercial processed products without a CN label or PFS cannot credit in SFSP meals and snacks unless they are listed in the USDA's [Food Buying Guide for Child Nutrition Programs](#).

Crediting Foods Made from Scratch in the SFSP

Foods made from scratch require a recipe that documents the SFSP meal pattern crediting information per serving. For example, to credit macaroni and cheese as 2 ounces of the meats/meat alternates component and 2 servings of the grains/breads component, the SFSP sponsor's recipe must indicate that each serving contains 2 ounces of cheese and 1 cup of whole grain or enriched pasta.

For sponsors with on-site cooking facilities, the USDA recommends using standardized recipes when available. This ensures accurate crediting information. A standardized recipe is a recipe that has been carefully adapted and tested to ensure that it will produce a consistent product every time it is used. For more information, refer to the "[Standardized Recipes](#)" section of the CSDE's Crediting Documentation for the Child Nutrition Programs webpage.

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For more information, visit the Connecticut State Department of Education's (CSDE) [Summer Meals Updates](#) section of the CSDE's SFSP webpage, or contact the [SFSP staff](#) at the Connecticut State Department of Education, 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/summermealsupdates/summer_meals_updates_2025.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

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