

1

Summer Meals Recorded Training Modules

- Part of CSDE's required annual training for Summer Meals sponsors
- Reflects current requirements of SFSP regulations

2

Annual Training Section of SFSP Webpage

<https://portal.ct.gov/sde/nutrition/summer-food-service-program/annual-training>

3

Applies to SFSP Sponsors

- Public or private non-profit schools
- Public or private non-profit residential camps
- Units of local, municipal, county, state, or tribal government
- Public or private non-profit colleges or universities participating in National Youth Sports Program (NYSP)
- Private non-profit organizations

4

Might Not Apply to School Food Authorities (SFAs)

- Depends on type of meal pattern used

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SFA Sponsors of SFSP May Follow


- SFSP meal pattern
- Applicable meal patterns for school nutrition programs
 - National School Lunch Program (NSLP)
 - School Breakfast Program (SBP)
 - Afterschool Snack Program (ASP)

Does not apply to SFAs that follow school meal patterns

6

Does Not Apply to Seamless Summer Option (SSO)

- SSO must follow meal patterns for NSLP, SBP, and ASP




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CSDE Webpage

Meal Pattern Training for School Nutrition Programs

- What's in a Meal: National School Lunch Program and School Breakfast Program Meal Patterns for Grades K-12




<https://portal.ct.gov/sde/nutrition/meal-pattern-training-materials>

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Topics

- Federal legislation for SFSP meal patterns
- SFSP meal patterns
 - Breakfast
 - Lunch and supper
 - Snack
- Flexibilities for age-appropriate meal patterns
- Modifications for disability reasons, including procedural safeguards
- Importance of SFSP menus
- Resources



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SFSP Meal Pattern Legislation




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SFSP Meal Patterns Defined By USDA Regulations

- Section 7 CFR 225.16(d) of SFSP regulations



[https://www.ecfr.gov/current/title-7/part-225#p-225.16\(d\)](https://www.ecfr.gov/current/title-7/part-225#p-225.16(d))

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Minor SFSP Meal Pattern Updates

- Final Rule: Child Nutrition Programs: Meal Patterns Consistent with the 2020-2025 Dietary Guidelines for Americans
 - Effective July 1, 2024




<https://www.federalregister.gov/documents/2024/04/25/2024-08098/child-nutrition-programs-meal-patterns-consistent-with-the-2020-2025-dietary-guidelines-for>

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Final Rule Changes for SFSP Meal Patterns: Terminology Updates

- Food component to meal component
- Legumes to beans, peas and lentils
- Medical authority to state licensed healthcare professional or registered dietitian





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2024 Final Rule Changes for SFSP Meal Patterns

Menu Planning Flexibility

- Nuts and seeds credit as full meats/meat alternates component at lunch and supper





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USDA Resource

USDA Memo SP 19-2024, CACFP 07-2024, and SFSP 12-2024: Initial Implementation Memorandum: Child Nutrition Programs: Meal Patterns Consistent with the 2020-2025 Dietary Guidelines for Americans



https://fns-prod.azureedge.us/sites/default/files/resource-files/SP19_CACFP07_SFSP12-2024os.pdf

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Implementation Guidance for SFSP Legislation

- USDA policy memos
- CSDE operational memoranda



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USDA Webpage

FNS Documents & Resources

- USDA policy memos
- USDA final rules
- Educational materials
- Resources



<https://www.fns.usda.gov/resources>

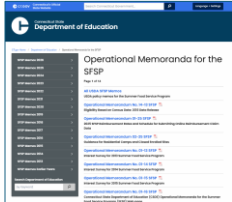
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Operational Memoranda for the SFSP

- Listed by year
- Links to relevant USDA policy memos



<https://portal.ct.gov/sde/lists/operational-memoranda-for-the-sfsp>

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CSDE Webpage

Laws and Regulations for Child Nutrition Programs


- USDA Final Rules for SFSP



<https://portal.ct.gov/sde/nutrition/laws-and-regulations-for-child-nutrition-programs>

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Introduction to SFSP Meal Patterns



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SFSP Sponsors Receive Federal Reimbursement


- From USDA through state agency (CSDE)
- Covers costs of preparing and serving **reimbursable meals** to eligible children at one or more meal sites



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Reimbursable Meals

Meals and snacks that offer the required meal components and minimum servings defined by the SFSP meal patterns




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Nonreimbursable Meals


Meals and snacks that are not eligible for federal reimbursement because they do not meet the SFSP meal patterns or other SFSP requirements




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Examples of Nonreimbursable Meals




- Do not meet SFSP meal patterns
- Incomplete or damaged
- Second meals for children that exceed 2% of total number of first meals
- Served outside approved meal service times
- Adult meals (staff and non-program adults)



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Purpose of SFSP Meal Patterns

- Ensure that SFSP meals are eligible for USDA reimbursement
- Designed to help menu planners provide well-balanced, healthy meals that meet children's nutritional and energy needs
- Serve appealing meals consistent with Dietary Guidelines for Americans



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Food-based Menu Planning

- Minimum portions of specific meal components
 - Based on nutritional needs of children ages 6-12
 - May offer larger portions to meet nutritional needs of older children




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Meal Components

- The four food groups that comprise reimbursable meals and snacks in the SFSP
 - Meats/meat alternates (MMA)
 - Grains/breads
 - Vegetables/fruits
 - Milk



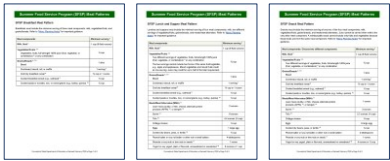
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Three SFSP Meal Patterns

- Breakfast
- Lunch and Supper
- Snack




https://portal.ct.gov/-/media/sde/nutrition/sfsp/mealpattern/sfsp_meal_patterns.pdf

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CSDE Webpage

Meal Patterns section of CSDE's Summer Food Service Program (SFSP) webpage



<https://portal.ct.gov/sde/nutrition/summer-food-service-program/meal-patterns>

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SFSP Breakfast Meal Pattern



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Breakfast Meal Pattern

Milk	Vegetables/Fruits	Grains/Breads
1 cup 	½ cup 	1 serving 

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Milk Component at Breakfast

- 1 cup of fluid milk, either unflavored or flavored



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Allowable Types of Milk

- Whole milk
- Reduced-fat milk
- Low-fat milk
- Fat-free milk
- Buttermilk
- Lactose-reduced milk
- Acidophilus milk



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Milk at Breakfast Must Be Served




- As a beverage
- On cereal
- Combination of both



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34

Vegetables/Fruits Component at Breakfast

Milk	Vegetables/Fruits	Grains/Breads
1 cup 	½ cup 	1 serving 

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Vegetables/Fruits at Breakfast




- Any combination
 - Fruits
 - Vegetables
 - 100 percent juice
- Each serving must be at least ½ cup



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Grains/Breads Component at Breakfast

Milk	Vegetables/Fruits	Grains/Breads
1 cup	½ cup	1 serving
		

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Allowable Grains/Breads at Breakfast

- Bread, pasta or noodle products, rice and other cereal grains
 - Whole grain or enriched
- Breakfast cereals
 - Whole grain, enriched, or fortified



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One Serving of Grains/Breads at Breakfast =

- 1 slice bread (25 grams)
- 25 grams biscuits, rolls, buns
- 31 grams corn muffins, cornbread, pancakes, waffles
- 50 grams muffins except corn muffins
- ¼ cup or 1 ounce cold dry cereal
- ½ cup cooked hot cereal (e.g., oatmeal)
- ½ cup cooked pasta, noodles, rice, cereal grains



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CSDE Resource

Servings for Grains/Breads in the Summer Food Service Program



https://portal.ct.gov/-/media/sde/nutrition/sfsp/creditingfsp/servings_grains_breads_sfsp.pdf

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More Information About Grains/Breads Servings

CSDE Training Module

- Crediting Foods in the SFSP Meal Patterns
- Part 4: Grains/Breads Component



<https://portal.ct.gov/sde/nutrition/summer-food-service-program/annual-training>

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SFSP Lunch and Supper Meal Pattern



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Lunch and Supper Meal Pattern

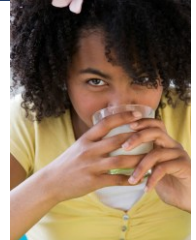
Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup 	$\frac{1}{2}$ cup 	1 serving 	2 ounces 
1 serving	2 servings	1 serving	1 serving

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Milk Component at Lunch/Supper

- 1 cup of fluid milk, either unflavored or flavored
- Any fat content



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Milk at Lunch/Supper Must Be Served





- As a beverage



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Vegetables/Fruits Component at Lunch/Supper

Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup 	$\frac{1}{2}$ cup 	1 serving 	2 ounces 
1 serving	2 servings	1 serving	1 serving

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Vegetables/Fruits at Lunch/Supper

- 2 different fruits
- 2 different vegetables
- 1 fruit and 1 vegetable

May serve more than 2 servings



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Servings Cannot Be Same Type of Fruit/Vegetable: Example 1

- Cannot serve apple slices and applesauce



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**Servings Cannot Be Same Type of Fruit/Vegetable:
 Example 2**

- Cannot serve orange slices and orange juice



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Mixed Vegetables at Lunch/Supper

- Mixed vegetables and mixed fruits count as 1 serving



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Juice at Lunch/Supper





- Juice may credit for up to half of total requirement



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Grains/Breads Component at Lunch/Supper

Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup 	$\frac{3}{4}$ cup 	1 serving 	2 ounces 
1 serving	2 servings	1 serving	1 serving

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Allowable Grains/Breads at Lunch/Supper

- Bread, pasta or noodle products, rice and other cereal grains**
 - Whole grain or enriched
- Breakfast cereals**
 - Whole grain, enriched, or fortified



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One Serving of Grains/Breads at Lunch/Supper =





- 1 slice of bread (25 grams)
- 25 grams of biscuits, rolls, buns
- 31 grams of corn muffins, cornbread, pancakes, waffles
- 50 grams of muffins except corn muffins
- $\frac{3}{4}$ cup or 1 ounce of cold dry cereal
- $\frac{1}{2}$ cup of cooked hot cereal (e.g., oatmeal)
- $\frac{1}{2}$ cup of cooked pasta, noodles, rice, cereal grains



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MMA Component at Lunch/Supper

Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup  1 serving	$\frac{1}{2}$ cup  2 servings	1 serving  1 serving	2 ounces  1 serving

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2 Ounces MMA at Lunch/Supper =

- 2 ounces lean meat, poultry, or fish, or alternate protein product (APP), or cheese, or nuts/seeds, or tempeh
- 4.4 ounces ($\frac{1}{2}$ cup) tofu
- 6 ounces surimi
- 1 large egg
- $\frac{1}{2}$ cup cooked beans, peas, or lentils, or cottage cheese
- 4 tablespoons nut/seed butter
- 1 cup yogurt or soy yogurt



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SFSP Snack Meal Pattern

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Snack Meal Pattern: Any Two Meal Components

Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup 	$\frac{1}{2}$ cup 	1 serving 	1 ounce 

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Milk Component at Snack

- 1 cup of fluid milk, either unflavored or flavored
- Any fat content

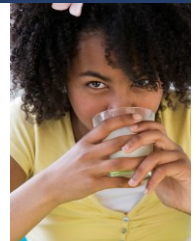


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Milk at Snack Must Be Served





- As a beverage
- On cereal
- Combination of both



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Vegetables/Fruits Component at Snack

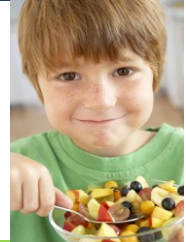
Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup	$\frac{1}{4}$ cup	1 serving	1 ounce
			

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Menu Planners May Offer





- Any combination of fruits, vegetables, or 100% juice to total $\frac{1}{4}$ cup
 - Each serving must be at least $\frac{1}{8}$ cup
- No juice limit at snack



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Grains/Breads Component at Snack

Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup	$\frac{1}{4}$ cup	1 serving	1 ounce
			

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One Serving of Grains/Breads at Snack =





- 1 slice bread (25 grams)
- 25 grams biscuits, rolls, buns
- 31 grams corn muffins, cornbread, pancakes, waffles
- 50 grams muffins except corn muffins
- $\frac{1}{4}$ cup or 1 ounce cold dry cereal
- $\frac{1}{2}$ cup cooked hot cereal (e.g., oatmeal)
- $\frac{1}{2}$ cup pasta or noodles, rice, or cereal grains



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MMA Component at Snack

Milk	Vegetables/Fruits	Grains/Breads	MMA
1 cup	$\frac{1}{4}$ cup	1 serving	1 ounce
			

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1 Ounce MMA at Snack =

- 1 ounce lean meat, poultry, or fish, or alternate protein product (APP), or cheese, or nuts/seeds, or tempeh
- 2.2 ounces ($\frac{1}{4}$ cup) tofu
- 3 ounces surimi
- $\frac{1}{2}$ large egg
- $\frac{1}{4}$ cup cooked beans, peas, or lentils, or cottage cheese
- 2 tablespoons nut/seed butter
- $\frac{1}{2}$ cup yogurt or soy yogurt




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Menu Planning Considerations: Meal Components

- Must be two different meal components



Not reimbursable



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Menu Planning Considerations: Beverages Example 1

- Only one meal component may be a creditable beverage



Not reimbursable



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Menu Planning Considerations: Beverages Example 2

- Only one meal component may be a creditable beverage



Not reimbursable



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Menu Planning Considerations: Yogurt and Milk

- CSDE recommends not serving yogurt when milk is only other meal component




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Flexibilities for Age-Appropriate Meal Patterns




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Flexibilities for Age-Appropriate Meal Patterns

- SFSP meal patterns are designed for ages 6-12
- Portion sizes may be too small for teenagers
- Portion sizes may be too large for children under age 6



CSDE may approve more age-appropriate meal patterns

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Larger Portions for Teenagers (Ages 12-18)

- No maximum limits on meal components
- May serve larger portions to improve nutrition of participating children
- May choose to use portions in Child and Adult Care Food Program (CACFP) adult meal patterns

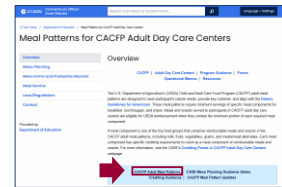


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CSDE Webpage

Meal Patterns for CACFP Adult Day Care Centers



<https://portal.ct.gov/sde/nutrition/meal-patterns-cacfp-adult-centers>

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Choose Nutrient-dense Foods Appropriate to Children's Nutrition Needs

- Vegetables
- Fruits
- Whole grains
- Low-fat and nonfat dairy products
- Beans, peas, and lentils
- Lean meats, fish, and poultry



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Meals with larger Portions =

- Same reimbursement rate



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Smaller Portions for Children Under Age 6

- Allowed if sponsor can ensure that portion size variations are consistent with age levels of children being served
- Must follow CACFP meal patterns for children



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Smaller Portions Require Prior Approval from CSDE

- Email assigned Summer Meals team member
 - Site name and age of children
 - Explanation of why serving smaller food quantities
 - SFSP menu

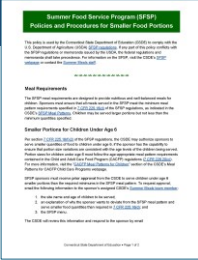


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CSDE Resource

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




https://portal.ct.gov/-/media/sde/nutrition/sfsp/policies_sfsp_smaller_food_portions.pdf

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Meals for Infants (Birth through 11 months)

- Sponsor must receive prior approval from CSDE
- Email assigned Summer Meals team member
 - Site name and age of children
 - Explanation of why serving smaller food quantities
 - SFSP infant menu



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Approved Sites for Infant Meals

- Must follow CACFP infant meal patterns




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CSDE Webpage

Feeding Infants in CACFP Child Care Programs

- Infant Meal Pattern section



<https://portal.ct.gov/sde/nutrition/feeding-infants-in-cacfp-child-care-programs>

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Meal Modifications




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Meal Modifications for Disability Reasons

- Required when disability restricts child's diet



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Meal Modifications for Non-disability Reasons

- Optional
 - Religious or moral convictions
 - General health concerns
 - Personal food preferences

USDA encourages modifications within meal patterns when possible



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Meal Modifications for Disability Reasons

- SFSP sponsors must make **reasonable** meal modifications on a **case-by-case** basis for children whose disability restricts their diet
 - Based on **written medical statement** from state licensed healthcare professional or registered dietitian
 - Must accept medical statements from registered dietitians by **July 1, 2025**



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Reasonable Modification

A change or alteration in policies, practices, and/or procedures to accommodate a disability that ensures children with disabilities have equal opportunity to participate in or benefit from a program

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Case-by-case Basis

The meal modifications are specific to the individual medical condition and dietary needs of each child

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Meal Modifications Must Be Related To

- Child's disability
- Limitations caused by child's disability




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Medical Statement Must Include Three Elements

- Information about child's physical or mental impairment that is sufficient to allow SFSP sponsor to understand how it restricts child's diet
- Explanation of what must be done to accommodate child's disability
- If appropriate, food or foods to be omitted and recommended alternatives




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CSDE Resource

Request for Meal Modifications in the Summer Food Service Program (SFSP)

- Includes USDA's required elements




https://portal.ct.gov/-/media/sde/nutrition/sfsp/mealpattern/meal_modification_request_sfsp.pdf

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Using Different SFSP Meal Modification Forms

- Must contain USDA's three required elements
- Cannot require a specific diagnosis by name or use the term "disabled" or "disability"




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Maintain Medical Statements on File

- For all children with documented disability whose meal modifications do not meet SFSP meal patterns
- Reviewed by CSDE during SFSP Administrative Review




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CSDE Resource

Guidance for Meal Modifications in the Summer Food Service Program

- Required Modifications for Disability Reasons
- Medical Statement
- Procedural Safeguards
- Optional Meal Modifications for Non-disability Reasons
- Summary Chart



https://portal.ct.gov/-/media/sde/nutrition/sfsp/mealpattern/meal_modification_guidance_sfsp.pdf

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Procedural Safeguards for Meal Modifications




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Procedural Safeguards

A process codified in 7 CFR 15b of the USDA's nondiscrimination regulations that requires sponsors of the Child Nutrition Programs to provide notice and information to participants and parents/guardians regarding how to request a reasonable modification and their procedural rights for grievances

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Implementing Procedural Safeguards

1. Implement procedures for parents/guardians to
 - request modifications to meal service for children with disabilities
 - resolve grievances
2. Provide written final decision on each request to parent/guardian




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Notifying Participants and Parents/Guardians

Minimum Requirement

- Provide notice of nondiscrimination and accessible services as outlined in 7 CFR 15b.7



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Notice of Nondiscrimination and Accessible Services (7 CFR 15b.7)

- Sponsors do not discriminate
 - on basis of handicap in violation of section 504
 - in admission or access to their programs or activities




<https://www.ecfr.gov/current/title-7/section-15b.7>

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Methods of Initial and Continuing Notification

- Posting notices
- Placing notices in
 - sponsor's publications
 - radio announcements
 - other media



<https://www.ecfr.gov/current/title-7/section-15b.7>

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SFSP Sponsor Procedures for Site Staff

- Ensure that site staff members understand procedures for handling requests for meal modifications and can implement them correctly
 - Provide guidance and training



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Requirements for Sponsors with 15 or More Employees: Designated Coordinator

- Designate at least one person to coordinate compliance with disability requirements
 - Section 504 Coordinator
 - USDA does not require separate Section 504 Coordinator only for meal modifications



<https://www.ecfr.gov/current/title-7/subtitle-A/part-15b/subpart-A/section-15b.6>

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Requirements for Sponsors with 15 or More Employees: Grievance Procedures

- Establish grievance procedures that incorporate appropriate due process standards and provide for prompt and equitable resolution of complaints



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USDA's Recommended Grievance Procedures

- Allow participants or their representatives to submit a grievance (complaint with any supporting documentation) for SFSP sponsor's consideration
- Provide that a prompt decision by SFSP sponsor be rendered to participant or their representative regarding the grievance
- Ensure that decision includes official USDA nondiscrimination statement, which advises participant how to file complaint with USDA's Food and Nutrition Service (FNS)



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Official USDA Nondiscrimination Statement

- CSDE's Civil Rights Requirements for the Summer Food Service Program
- CSDE's Nondiscrimination Statements webpage



https://portal.ct.gov/-/media/sde/nutrition/civilrights/civil_rights_sfsp_requirements.pdf
<https://portal.ct.gov/sde/nutrition/nondiscrimination-statements>

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Requirements for Sponsors with 15 or More Employees: Notification to Parents/ Guardians Must Identify

- Employee who is responsible for meal modifications
- Existence and location of accessible services, activities, and facilities



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SFSP Sponsors with Less Than 15 Employees

- USDA recommends having someone on staff who can provide technical assistance to summer sites when making meal modifications for disability reasons



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USDA Resource

USDA Memo CACFP 14-2017 and SFSP 10-2017: Modifications to Accommodate Disabilities in the Child and Adult Care Food Program and Summer Food Service Program



https://fns-prod.azureedge.us/sites/default/files/cacfp/CACFP14-2017_SFSP10-2017os.pdf

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CSDE Webpage

Meal Patterns Section of Summer Food Service Program (SFSP) Webpage


- Meal Modifications for Special Diets



<https://portal.ct.gov/sde/nutrition/summer-food-service-program/meal-patterns#MealModifications>

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Importance of SFSP Menus



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Successful Summer Meal Programs


- Depends on nutritious meals that
 - meet SFSP meal pattern requirements
 - are appetizing to children



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SFSP Menus are Important

- Foundation of Summer Meal Programs
 - Food procurement and food cost
 - Staffing and operational efficiency
 - Meal pattern compliance and nutrition
 - Participation rates and satisfaction



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Menu Planning is More Than Just Choosing Foods

- Essential for efficient, cost-effective, and nutritious Summer Meals
- Focus on nutrient-dense choices within each meal component to best meet children's nutrition needs




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USDA Resource

Nutrition Guide Summer Food Service Program

- "Making the Most of Summer Meals" section



https://fns-prod.azureedge.us/sites/default/files/resource-files/USDA_SFSP_NutritionGuide.pdf

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USDA Webpage

Farm to Summer



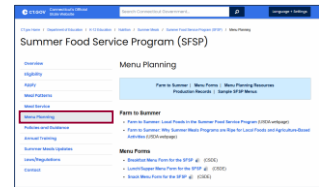
<https://www.fns.usda.gov/fzs/farm-summer>

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CSDE Webpage

Menu Planning section of CSDE's Summer Food Service Program (SFSP) webpage



<https://portal.ct.gov/sde/nutrition/summer-food-service-program/menu-planning>

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Resources

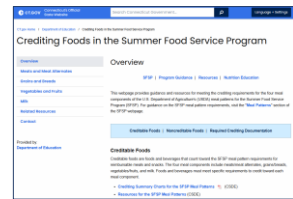
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CSDE Webpage

Crediting Foods in the Summer Food Service Program

- Meats/meat alternates
- Grains/breads
- Vegetables/fruits
- Milk



<https://portal.ct.gov/sde/nutrition/crediting-foods-in-the-summer-food-service-program>

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CSDE Resource

Crediting Summary Charts for the Summer Food Service Program (SFSP) Meal Patterns



https://portal.ct.gov/-/media/sde/nutrition/sfsp/creditingfsp/crediting_summary_charts_sfsp.pdf

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CSDE Webpage

CSDE Training Modules: Crediting Foods in the SFSP

- Part 1: Introduction to Crediting Foods
- Part 2: Milk Component
- Part 3: Meats/Meats Alternate Component
- Part 4: Grains/Breads Component
- Part 5: Vegetables/Fruits Component



<https://portal.ct.gov/sde/nutrition/summer-food-service-program/annual-training>

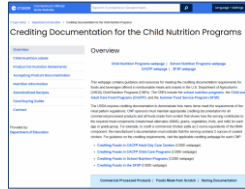
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CSDE Webpage

Crediting Documentation for the Child Nutrition Programs

- Child Nutrition labels
- Product formulation statements
- Nutrition information
- Accepting product documentation
- Standardized recipes
- Food Buying Guide for Child Nutrition Programs



<https://portal.ct.gov/sde/nutrition/crediting-documentation-for-the-child-nutrition-programs>

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CSDE Resource

CSDE Training Module: Crediting Documentation for Summer Meals



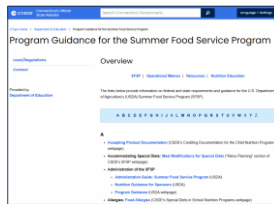
<https://portal.ct.gov/sde/nutrition/summer-food-service-program/annual-training>

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CSDE Webpage

Program Guidance for the Summer Food Service Program



<https://portal.ct.gov/sde/nutrition/program-guidance-for-the-summer-food-service-program>

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CSDE Resource

Meal Pattern and Crediting Resources for the Summer Food Service Program



https://portal.ct.gov/-/media/sde/nutrition/sfsp/mealpattern/resources_sfsp_meal_patterns.pdf

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**Questions?
 Contact CSDE's
 Summer Meals Staff**

https://portal.ct.gov/-/media/sde/nutrition/cnstaff/county_assign_summer_meals.pdf

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Thanks for participating!

- More guidance and resources



<https://portal.ct.gov/sde/nutrition/summer-food-service-program/annual-training>

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<https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

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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