

**Summer Food Service Program**



# **Program Bulletin**

***Child Nutrition Programs***

*Finance and Support Services*

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**To:** SFSP Sponsors

Program Reviewers

**From:** Rhonda Biles

SFSP Program Specialist

**Date:** June 14, 2021

**Bulletin:** 2021-05

**Subject:** 2021 ‘Summer’ SFSP Information

**USDA Policy Memos, Information, and Guidance:**

* **SFSP 07-2021** – Visual Identification of Participants for Racial/Ethnic Data Collection No Longer Allowable
* **SFSP 08-2021** – Questions and Answers for Child Nutrition Programs in School Year 2021-2011

To view current USDA SFSP policy memos, visit the following:

* CNPWeb SFSP Welcome page (after logging in), or the [link to USDA Policy Memorandum webpage](https://www.fns.usda.gov/resources?f%5B0%5D=program%3A28&f%5B1%5D=resource_type%3A160&_sm_au_=iVVvtkp1L6tF4MRsjk7tvK06K81Qp) and the [SFSP USDA Policy Memo webpage](https://www.fns.usda.gov/resources?f%5B0%5D=program%3A28&f%5B1%5D=resource_type%3A160&_sm_au_=iVVvtkp1L6tF4MRsjk7tvK06K81Qp).

**Additional Topics:**

1. New! May Claim Submission for SFAs
2. New! Turnip the Beet 2021
3. New! Farm to Summer
4. Reminder! Procurement Thresholds
5. Reminder! Unavailability of Milk
6. Resource! Food Buying Guide Web-Based Tool and Training

**Attachments & Links:**

* Alaska Farm to Summer Toolkit 2021 (attachment)
* Turnip the Beet! 2021 (link)

**Program changes as a result of USDA Policy Memos are to be implemented immediately. Please file this bulletin for reference, guidance, and compliance with the Summer Food Service Program. Feel free to call the Child Nutrition Programs office if you need further clarification.**

## USDA Policy Memos, Information, and Guidance:

[SFSP 07-20121 (and CACFP11-2021)](https://www.fns.usda.gov/cn/Race-and-Ethnicity-Data-Policy-Rescission) – *Issue Date: 5/17/21*

In SFSP, typically the Racial/Ethnic data collection is done during the 4th week site visit, though not always. There is a Racial/Ethnic Data Form template available to download from the CNPWeb (#10 on the checklist tab), and there is also one located in the [SFSP Administration Guide](https://fns-prod.azureedge.net/sites/default/files/sfsp/AdminGuideSponsors.pdf), Attachment #21 (p. 188-189). The 2nd bullet of the Racial/Ethnic Form Instructions indicate that the sponsor may use visual identification to determine a participant’s racial and ethnic category and because of this new policy memo (SFSP 07-2021) this is no longer allowable. **Please ensure this information is shared with your Site Monitors**.

The SFSP 07-2021 memorandum states visual observation and identification by SFSP sponsors and CACFP institutions and facilities is **no longer an allowable practice** for program operations to use during the collection of race or ethnicity data. USDA maintains that the preferred method remains self-identification and self-reporting. Additionally, alternative means by which sponsors can obtain race or ethnicity data, such as utilizing data from other sources in which the respondent has self-identified race or ethnicity, such as school databases or income application forms, are also encouraged.

USDA also acknowledges the challenges this change may cause in the collection of demographic data and **additional guidance from USDA is forthcoming**. That guidance will be shared with all SFSP sponsors once it has been issued.

[SFSP 08-2021 (and CACFP 13-2021; SP 15-2021)](https://fns-prod.azureedge.net/sites/default/files/resource-files/SP15-CACFP13-SFSP08-2021s.pdf) – *Issue Date: 6/11/21*

This memorandum provides clarification on questions related to Child Nutrition Program operations during the School Year 2021-2022. It also provides Q&As related to the National Waivers released for School Year 2021-2022 and applies to State agencies administering, and local organizations operating, the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, and the National School Lunch Program Seamless Summer Option. This policy memo relates to 7 CFR Parts 210, 220, and 226.

The Food and Nutrition Service (FNS) has issued several nationwide waivers and flexibilities to support a successful reopening of school and child-care in SY 2021-2022. The waivers, released on April 20, 2021 may be found at:

<https://www.fns.usda.gov/disaster/pandemic/cn-2021-22-waivers-and-flexibilities>

## Additional Topics:

### NEW! May Claim Submission – School Food Authorities Only

School districts that operated a school year SFSP meal program and then transitioned to a summer SFSP meal program will submit their May claim one of the following of two ways:

1. If the summer SFSP application was approved by the State agency *prior* to the beginning of the summer SFSP meal service, the SFA will just submit a single claim for **all** May SFSP meals, both the school year and summer.
2. If the summer SFSP application was approved by the State agency *after* the beginning of the summer SFSP meal service, the SFA will need to submit:

an original claim for the school year SFSP meals ONLY,

and then a revised May claim that includes the summer SFSP meals ONLY. This will only include summer SFSP meals served from the date of State agency approval, and after, since meals served before State agency approval are not reimbursable.

For SFSP non-profits and camps, this situation does not apply, and you will submit a May claim as you would any other month.

Questions? Please don’t hesitate to contact us. We are to happy provide clarification or to walk you through the process

### NEW! It’s B*aaaaaa*ck! Turnip the Beet Award! *Nominations due by August 20, 2021!*

<https://www.fns.usda.gov/sfsp/turnip-the-beet>

The Turnip the Beet Award recognizes outstanding Summer Meal Program sponsors who work hard to offer high quality meals that are appetizing, appealing, and nutritious during the summer months.

Summer meals are critical in the lives of millions of our nation’s youth, whose risk for food insecurity increases during the summer months when they no longer have access to the National School Lunch Program (NSLP) and the School Breakfast Program. Summer meal programs, including the Summer Food Service Program (SFSP) and the Seamless Summer Option (SSO) within the NSLP, present the opportunity to help alleviate summertime food insecurity and positively impact children’s growth and development by offering nutritious meals and encouraging children to develop healthy habits at a young age. High quality summer meals provide daily energy and help make sure children are healthy and ready to learn when they return to school in the fall. The Turnip the Beet Award was created to showcase sponsors who are going above and beyond to ensure that children in their care are receiving high-quality meals that are both nutritious and appetizing.

FNS presented the Turnip the Beet awards annually from 2016 - 2019. Turnip the Beet is back for 2021, although the award looks slightly different this year. While the themes of the award criteria remain the same, the actual questions, timing, and scoring system have been updated based on the excellent feedback received from sponsors and State agencies. New checklists for state agencies and FNS regional offices are also included in the nomination form to streamline the evaluation of nomination packets and ensure the awards are distributed accurately. Finally, as the novel coronavirus (COVID-19) pandemic continues to affect program operations, there are questions about COVID-related waivers used by summer sponsors. Turnip the Beet is intended to award sponsors for excellence during the summer months; thus for 2021, SFSP and SSO sponsors in good standing that serve program meals beginning May 15 and through the summer of 2021 are eligible for a nomination. Sponsors may self-nominate or be nominated by another party.

Click on the below links for more Turnip the Beet information:

[Printable one-page overview on Turnip the Beet 2021](https://fns-prod.azureedge.net/sites/default/files/resource-files/TUB%202021%20one%20pager.pdf)

[Nomination Form](https://fns-prod.azureedge.net/sites/default/files/resource-files/TUB%20nomination%20form%202021.pdf) (due to State agency SFSP contact by August 20, 2021)

### New! Farm to Summer Celebration Week: July 18 – 24, 2021

Let’s celebrate summer locally! This year’s Farm to Summer Celebration Week is July 18-24. The Farm to Summer Celebration week encourages sponsor to serve local foods during their meal or snack programs. Does the sponsor need to have the ENITRE plate be local foods to participate? Not at all! In fact, no effort is too small. Have fun with it! Get local kids and volunteers involved!

* Sponsors can source one item for a snack or meal or all foods locally
* Sponsors can simply focus on the plate and/or offer complimentary educational activities.

Here are some suggested steps to successful local purchasing of available local food items:

Step 1 – Find out what is local and in season (see the **Local Produce Availability Chart** and the **Local Products Availability Chart** in the attached toolkit)

Step 2 – Plan ahead with your procurement process (see the **Local Food**

**Procurement Resources** page at the end of the attached toolkit) – the key is contacting sources early to help with planning

Step 3 – Serve the local products during Farm to Summer Week (see the **Sample Menu** at the end of the attached toolkit) – try swapping in a local fruit or vegetable as a simple way to get started

**A Farm to Summer Toolkit** is attached to help you get started with a planning checklist and summer fun! The toolkit has participation information, local food ideas, a sample meal plan/menu, activity resources, and more!

### Reminder! Federal Procurement Thresholds

### The federal procurement thresholds that are in the [SFSP Administration Guide (2016)](https://fns-prod.azureedge.net/sites/default/files/sfsp/AdminGuideSponsors.pdf) are outdated. Please refer to the following federal procurement thresholds when developing or updating your Procurement Plan and procedures:

* + Micro-Purchase: Purchases between **$0 - $10,000** (2 CFR 200.320(a) and 200.67)
  + Small Purchase: Purchases between **$10,000 - $250,000** (2 CFR 200.230(b))
  + Formal Purchases (or competitive sealed bids): **Purchases over $250,000** or most restrictive threshold (2 CFR 200.320(c))

As a reminder, ALL purchases of food, supplies, goods and other service that use SFSP reimbursement funds must comply with procurement standards as stated in federal regulations ([2 CFR Part 200.317-326](https://www.ecfr.gov/cgi-bin/text-idx?node=se2.1.200_1317&rgn=div8) and [7 CFR Part 225.17](https://www.ecfr.gov/cgi-bin/text-idx?node=pt7.4.225&rgn=div5)).

Need a refresher on federal purchasing? Visit the DEED eLearning website and take the following courses: [www.education.alaska.gov/Elearning](http://www.education.alaska.gov/Elearning)

* + Procurement Training – *Procurement Plans*
  + Procurement Training – *Informal (includes micro and small purchases)*
  + Procurement Training – *Formal*
  + Procurement Training – *Food Service Management Companies*

### Reminder! Unavailability of Milk

If you are having difficulties meeting the milk component of the meal pattern due to delivery issues, or the unavailability of milk, read on! You may still receive reimbursement for meals served without milk. If you are having milk delivery issues, contact the State agency! However, this does not mean that if you cannot find milk at Costco that you can serve meals without milk. You will need to get your milk from a different store, like Safeway or Fred Meyer to meet the meal pattern requirement. This is referring to situations where there is no milk available in town, or if your food vendor is unable to access milk to deliver for your meal service.

[7 CFR 225.16(f)(6) and (7)](https://www.ecfr.gov/cgi-bin/text-idx?node=pt7.4.225&rgn=div5#se7.4.225_116)

(6) If emergency conditions prevent a sponsor normally having a supply of milk from temporarily obtaining milk deliveries, the State agency may approve the service of breakfasts, lunches, or suppers without milk during the emergency period.

(7) The inability of a sponsor to obtain a supply of milk on a continuing basis shall not bar it from participation in the Program. In such cases, the State agency may approve service of meals without milk, provided that an equivalent amount of canned, whole dry or nonfat dry milk is used in the preparation of the milk components set forth in paragraph (d) of this section. In addition, the State agency may approve the use of nonfat dry milk in meals served to children participating in activities which make the service of fluid milk impracticable, and in locations which are unable to obtain fluid milk. Such authorization shall stipulate that nonfat dry milk be reconstituted at normal dilution and under sanitary conditions consistent with State and local health regulations.

### Resource! Food Buying Guide Web-Based Tool and Training

1. The interactive [Food Buying Guide](https://foodbuyingguide.fns.usda.gov/) (FBG) allows for easy searching, navigating, and displaying of content. **This is an essential resource for all SFSP sponsors**. In addition, users can compare yield information, create a favorite foods list, and access tools, such as:
   * The FBG Calculator
   * Exhibit A Grains Tool
   * Download Food Buying Guide
   * Recipe Analysis Workbook (RAW), and
   * Product Formulation Statement (PFS) Workbook

Create a profile in order to save the following in your Favorites list, shopping lists created by the FBG Calculator, analyzed recipes using the RAW, and Product Formulation Statements.

**PLEASE NOTE**: An USDA eAuthentication account is needed to access the tool. New and existing users who have an USDA eAuthentication account can proceed to the Tool by clicking on the ‘Login or Create a Profile’ button.

If you do not have an USDA eAuthentication Account, go to [Create Account](https://www.eauth.usda.gov/eauth/b/usda/registration). You will immediately receive an email with a link to activate your account with one simple click.

1. **Team Nutrition has released three new training modules on the Food Buying guide for Child Nutrition Programs.** They are designed to take you step-by-step through the Food Buying Guide for Child Nutrition Programs (FBG). Each module will provide an in-depth look at the FBG with interactive knowledge checks to assist the learner.

Topics covered include:

* An introduction to the FBG
* The Recipe Analysis Workbook (RAW)
* Child Nutrition Labels and Product Formulation Statements (PFS)

These modules and other trainings such as webinar recordings can be accessed on the Food Buying guide for [Child Nutrition Programs: Training Resources](https://www.fns.usda.gov/tn/food-buying-guide-training-resources) site.

Check out the modules on the [Institute of Child Nutrition’s eLearning Portal](https://theicn.org/icn-elearning/).

**Contact Information**

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**Commonly Used Acronyms**

**SFSP** – Summer Food Service Program

**CNP** – Child Nutrition Programs

**DEED** – Department of Education and Early Development

**WRO** – Western Region Office

**FNS** – Food and Nutrition Services

**FNSRO**-Food and Nutrition Services Regional Office

**USDA** – U.S. Department of Agriculture

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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;
2. fax: (202) 690-7442; or
3. email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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