USDA United States Department of Agriculture
Food and Nutrition Service
Mountain Plains Region
1244 Speer Boulevard, Suite 903
Denver, Colorado 80204-3585

MAR 06 2002

SFSP-447

Summer Food Service Program (SFSP): Requirement for First-Week Visits in the SFSP for Non-School Sponsors.

STATE AGENCY DIRECTORS – (Special Nutrition Programs) Colorado ED, Iowa, Kansas, Missouri DH, Montana OPI, Nebraska, North Dakota, South Dakota, Utah, Wyoming

Section 225.15(d)(2) of the SFSP regulations requires all sponsors to "visit each of their sites at least once during the first week of operation under the Program and . . .[to] promptly take such actions as are necessary to correct any deficiencies." The purpose of this requirement is to ensure that SFSP sponsors are aware of operational problems at sites at the beginning of the Program, and can take action to correct such problems before they result in the establishment of a fiscal claim against the sponsor.

Policy Memorandum SFSP-387, *Requirement for First-Week Visits in the SFSP* dated June 9, 1999, authorized State Agencies (SA) to waive the first-week visit requirement contained at Section 225.15(d)(2) for certain, school food authority (SFA) sponsors. This action was consistent with the Department's effort to streamline administrative requirements in, and expand access to, the SFSP.

Program reviews indicated that sites staffed by experienced food service workers operate more smoothly from one year to the next while other sites, including those with new or less experienced staff, have more problems in administering SFSP. We concluded that waiving the first-week visit requirement at well-run, experienced school based sites sponsored by a SFA and operated by the same staff from year to year allows the SFA to devote more time to training and monitoring activities during the first-week visits they conduct at other school and non-school sites with less experienced employees or less successful programs. Our references to "experienced" staff in this memorandum are intended to denote "experienced" sponsors and staff who are generally skillful, capable individuals who operated a well-run SFSP in prior years.

The purpose of this memorandum is to extend to SAs the authority to waive this requirement for any SFSP sponsors having sites with experienced staff and no significant operational problems in their prior year. There is no longer a requirement that the sponsor be an SFA, nor is there a requirement that the site be school-based. State Agencies may waive the requirement on a site-by-site basis, as appropriate, for 1 year, with the possibility of renewals.

State Agencies that choose to exercise this waiver must ensure that all sponsors and sites operating under the waiver performed without significant operational problems in the preceding year and are staffed by experienced personnel.

We are rescinding the annual reporting requirement contained in SFSP-387, *Requirement for First-Week Visits in the SFSP*; there is no longer a requirement for state agencies and sponsors to report data on the sites operating under an approved waiver to regional offices.

If there are questions regarding this policy, please contact our office at (303) 844-0359.

for BRIAN ALLISON
Acting Regional Director
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