



Summer Food Service Program



Program Bulletin

Child Nutrition Programs

Finance and Support

Services

P.O. Box 110500

Juneau, Alaska 99811-0500

Phone (907) 465-4788

Fax (907) 465-8910

To: SFSP Sponsors
Program Reviewers

Bulletin: 2022-2

From: Val Cummins
SFSP Program Specialist

Subject: FY2022 SFSP Information

Date: February 17, 2022

USDA Policy Memos, Information, and Guidance:

To view the USDA SFSP policy memos, visit:

DEED [Child Nutrition Programs website](#) or the [USDA Policy Memorandum webpage](#) by clicking on links.

Additional Topics:

1. SFSP 2022 Annual State Agency Training and Registration (updated)
2. SFSP 2022 Intent to Operate
3. SFSP 2022 Application Deadline
4. SFSP 2022 Renewal Process
5. SFSP 2022 Waivers
6. Team Nutrition Meal Components Web Quiz
7. Food Safety Starts With You: [Handwashing](#)
8. SFSP 2022 Weekly roundtable
9. Traditional Foods

Attachments & Links:

2022 SFSP Intent to Operate (attachment)

2022 SFSP Training Registration Form (updated attachment)

2022 SFSP Reimbursement Rates (link): [2022 SFSP Reimbursement Rates](#)

2022 Materials request Form (attachment)

Any 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. Please call the Child Nutrition Programs office if you need additional clarification.

USDA Policy Memos, Information, and Guidance:

No current updated memos applicable to the SFSP.

Please continue to monitor the CNPweb for any policy memos, additional information, or program guidance at the [Child Nutrition Programs website](#).



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Additional Topics:

1. SFSP 2022 Annual State Agency Training and Registration (Updated!)

SFSP annual training is required by federal regulations for all new and returning sponsors of the USDA Summer Food Service Program. Sponsors and SFA's will need to complete the eLearning modules for Administration Basics parts 1 and 2, Operation Basics (currently called Meal pattern Basics parts 1 & 2) parts 1 and 2, and Civil Rights training **prior** to the follow up training sessions provided via distance-delivery. The eLearning modules can be found at [DEED eLearning website](#).

March 30, 2022, 1:00 - 4:00: For all new and returning sponsors (non-school districts)

NOTE: This training time has been extended by an additional hour due to the amount of material needing to be covered. No need to submit another registration form if you have already done so.

March 31, 2022, 1:00- 3:00: For school districts **only**, new and returning School districts may attend either training but are not required to attend both.

Returning sponsors = SFSP Training for Returning Sponsors

Please Note: To confirm completion of all required SFSP trainings, submit an email certification to jennifer.cherian@alaska.gov with the following statement by March 23, 2022:

"I (Name), Food Program Coordinator for (Sponsor Name), certified I viewed all required SFSP returning sponsor training sessions. I understand that I am responsible for complying with the content of the training."

New Sponsors = SFSP Training for New Sponsors

Please Note: To confirm completion of all required SFSP trainings, submit an email certification to jennifer.cherian@alaska.gov with the following statement by March 23, 2022:

"I (Name), Food Program Coordinator for (Sponsor Name), certified I viewed all required SFSP new sponsor training sessions. I understand that I am responsible for complying with the content of the training."

Registration: Please complete and submit the attached training registration form to jennifer.cherian@alaska.gov by March 18th, 2022.

Distance delivery link, login, dial-in information, and training materials will be sent via email to all registered participants prior to training dates.

2. SFSP 2022 Intent to Operate

Enclosed with this program bulletin is the **2022 SFSP Intent to Operate** form. Complete this form for all sites that are returning and indicate any sites that will not be operating during the 2022 summer season. Please return this form as soon as possible to assist DEED/CNP with 2022 SFSP planning.



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3. SFSP 2022 Application Deadline: April 15, 2022

The CNPweb is not yet available for 2022 SFSP applications. Application processing, particularly for sponsors with end of school year/May start dates, DEED/CNP requests that sponsors submit **completed** applications with supporting documentation by April 15, 2022. The CNPweb should be updated by mid to late February. Completed applications will be processed in the order they are received. DEED/CNP has 30 days to process them from the date of receipt. Incomplete applications will cause a delay in the approval of the application. It is important to note that due to federal requirements, DEED/CNP will not accept late renewal applications at the sponsor level. Any meals served prior to approval cannot be claimed for reimbursement.

Applications will be accepted at sponsor and site levels as long as they are completed. Incomplete applications will not be approved. Sites may not begin meal service until their application is approved by DEED/CNP in the CNP Web database.

New (and returning) sites may be added throughout the summer, as long as the sponsor is approved prior to the deadline.

New sponsors will need to contact DEED/CNP for a new sponsor application packet. Sponsor applications will not be accepted after the federally regulated deadline of June 15, 2022.

4. SFSP 2022 Renewal Process

All renewal forms will be posted in the CNP Web under 2022 in the Checklist tab prior to the State agency training dates. It is anticipated that all 2022 CNP Web forms will be available by mid to late February.

5. SFSP Waivers

With summer quickly approaching, you might be wondering what SFSP will look like for Summer 2022. While we do not have official information from USDA, we are not anticipating an extension of the nationwide COVID waivers that were provided in FY 2020 and FY 2021.

DEED CNP understands that many of these waivers are important for our Sponsors in maintaining safe and effective SFSP meal service this Summer and **we have requested Alaska-specific waivers.** The approval of these waiver requests by USDA are not guaranteed, and with all the challenges we have faced, more changes to SFSP service and requirements are likely to come.

We understand that timely information is crucial to your success and DEED CNP will be providing updates to our Sponsors as information comes in.

6. Team Nutrition Meal Components Web Quiz

USDA's Team Nutrition recently announced the release of their [Meal Components web quiz](#). This quiz focuses on meal components and meal pattern requirements for all Child Nutrition Programs. It is the latest addition to the collection of Team Nutrition web quizzes that cover a variety of nutrition topics, available at [Team Nutrition Quizzes](#).



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As a reminder, these interactive quizzes can be used at trainings and other nutrition events as a fun and engaging learning activity. Upon completion of each 10-question quiz, quiz takers receive a score along with a link to resources that can help expand their knowledge on the topic and build their nutrition skills. Quiz takers can also view a printable version of the questions and answers upon quiz completion.

7. Food Safety Starts With You: Handwashing

Here is a food safety tip for your 2022 summer meal programs. Practicing proper hand hygiene reduced the risk of both food borne illness and COVID-19. Educate staff on proper hand washing: Wash hands with warm water and soap for at least 20 seconds then rinse and dry with a clean towel or cloth. Click the [CDC website](#) to review when staff should wash their hands. Download handwashing posters and order free printed materials from this [CDC website](#).

8. 2022 SFSP Weekly Roundtable Discussions

Beginning in early April 2022 we will begin having weekly roundtable meetings to discuss challenges and updates, have presentations by special guests and more. Please stay tuned for times, dates and how to join in for the SFSP 2022 roundtables!

9. Traditional Foods

Traditional foods are of significant value for Alaskans today. The same foods that have been used to feed our ancestors not only feed our bodies, but they feed our spirit.

If your community is looking to donate traditional foods to serve at food service programs at public or non-profit facilities, the [Service of Traditional Foods in Public Facilities](#) memo provides guidance for how to operate under the USDA Food and Nutrition Service (FNS) Child Nutrition Programs (CNP). The acceptance of these donations is largely possible due to changes in the [2014 Farm Bill](#) that defines traditional foods as including wild game meat, fish, seafood, marine mammals, plants, and berries. Check out the [Bringing Tribal Foods and Traditions into Cafeterias, Classrooms and Gardens](#) guide!

Program Contact Information (SFSP)

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mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410.

fax: (202) 690-7442; or

email: program.intake@usda.gov.

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