

Summer Food Service Program/Seamless Summer Option School Year 2020-21 Questions and Answers for Schools

January 22, 2021

School nutrition programs (SNP) have the option to operate either the Summer Food Service Program (SFSP), Seamless Summer Option (SSO), or the National School Lunch Program (NSLP)/School Breakfast Program (SBP) for the 2020-21 school year. Local schools/districts may be operating in one or more of the learning models, including in-person, hybrid or distance learning throughout the school year. Each of these methods presents unique issues for school food authorities (SFAs). This document provides answers to common questions related to **SFSP/SSO** operations for the 2020-21 school year as schools move through the three learning models. Review the [Minnesota Department of Education's Safe Learning Plan for the 2020-21 School Year](#) revised on January 8, 2021.

Searching this document: Questions & Answers (Q&A) are organized in tables by the content areas listed below. New questions added are dated and placed at the top of each content area table. Select the hyperlink in the list below to jump to the specific content area table. You can also search this document using a key word. Select the "Control" key and the "F" key at the same time. A pop-up box is provided to enter a key word. Type the key word in the box and select "Enter". All instances of the key word will be highlighted in the document. Key word searches work best if you limit the search to one or two words.

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What's New

Date Added	Question	Answer
1/22/21	Will there still be state agency administrative reviews this year?	<p>The United States Department of Agriculture (USDA) is allowing state agencies (SAs) flexibility in some aspects of the administrative review. The format may be modified and parts of the review may be done off site. MDE will contact sponsors for review in School Year 2020-2021.</p> <p>Sponsors scheduled to have a School Nutrition Program Administrative review during the 2020-21 school year will receive a modified review covering resource management, procurement and/or Summer food service operations conducted via desk audit.</p>
1/22/21	Should school foodservice staff wear face coverings, face shields, or both?	<p>The MDH Planning Guide for Schools requires all students and staff to wear a face covering when in school buildings, district offices, or riding on school transportation vehicles. It also strongly recommends that districts and charter schools require staff to wear a face covering and a face shield together whenever possible during the school day. It goes on to state that food service workers licensed by MDH or a local health department should follow the COVID-19 Preparedness Plan Requirements for Restaurants and Bars, which allows workers to wear face shields when a cloth covering cannot be worn---such as when working in hot kitchens. <i>If you have any questions about face coverings or other COVID-19 issues, please contact your local health inspector/sanitarian.</i></p> <p><i>(Revised 1/22/21)</i></p>
1/22/21	If the school has only one food service employee, does that person have to wear a face covering while cooking/preparing/cleaning?	<p>If a worker is working alone in an office or other enclosed or separated area where food is not stored, handled, or prepared, he/she may remove their face covering. When a worker is serving students or interacting with others during work hours, he/she is required to wear a face covering. In addition, check to see if your school or district requires the use of a face covering and a face shield, as recommended by the MDH Planning Guide for Schools. A worker may wear a face shield alone when a cloth face covering cannot be worn—such as when working in a hot kitchen. <i>If you have any questions about face coverings or other COVID-19 issues, please contact your local health inspector/sanitarian.</i></p> <p><i>(Revised 1/22/21)</i></p>

Date Added	Question	Answer
1/22/21	Can students eat their meals in the cafeteria, or are they required to have mealtimes in their classroom?	<p>Elementary schools: It is required that student meal times be held in the classroom if 6 feet of physical distancing between cohorts of students cannot be accommodated in the cafeteria. Distancing between students in the same cohort in the cafeteria should follow the same guidelines as in the classroom (3-6 feet). If mealtimes are held in the classroom, schools may have meals delivered to the classroom or have students bring food from the cafeteria back to their classrooms to eat.</p> <p>Secondary schools: It is recommended that meal times be held in the classroom if social distancing is not possible in the cafeteria. These meals can be delivered to the classroom or students may bring food from the cafeteria back to their classrooms to eat.</p> <p>In both elementary and secondary schools, schools are required to mark 6 feet of spacing to remind students and staff to always stay 6 feet apart in lines and at other times they may congregate (e.g., during lunch, arrival and dismissal, restrooms, locker rooms). They must also have staff monitor arrival and dismissal to curtail students from congregating.</p> <p>For more information, see the MDH Planning Guide for Schools.</p>

Date Added	Question	Answer
1/22/21	If meals will not be sent to classrooms, what is the best seating arrangement in the cafeteria?	<p>The goal is to ensure adequate spacing between students and to limit the amount of time they spend directly facing each other. When planning seating arrangements in the cafeteria, think about your current table shapes and sizes. How many students can fit at each table while striving for 6 feet of distance between each student? Round tables designed for 8 students should now seat no more than 4 students. Use staggered seating at rectangular tables. Students sit at every other seat on one side and never directly across from each other. See graphic examples below.</p> <p>For elementary schools:</p> <p>If 6 feet of physical distancing between cohorts of students cannot be accommodated in the cafeteria, then students must eat their meals in the classroom. Distancing between students should follow the same guidelines as in the classroom (3-6 feet).</p> <p>For secondary schools:</p> <p>When using the hybrid learning model, schools must reduce occupancy to a maximum of 50% and students are required to remain 6 feet apart at all times. You may consider adding alternate eating locations, such as classrooms, gyms, libraries, and outdoor spaces when weather permits.</p> <div data-bbox="814 764 1948 1015" data-label="Diagram"> </div> <p><i>(Revised 1/22/21)</i></p>

Date Added	Question	Answer
1/22/21	Regarding Contents of Bulk Meal Boxes for Pick-up or Delivery, can we pack dry ingredients with multiple step recipes in a Child Nutrition Program meal bundle?	<p>MDE and USDA do not recommend the use of multi-step recipes and ingredients such as beans in a dry state due to the required preparation and cooking time of those food items. Program operators may provide bulk items as long as individual meals for each daily menu are easily identifiable.</p> <p>When implementing such a meal delivery mechanism, Program operators must:</p> <ul style="list-style-type: none"> • Include the required food components in the proper minimum amounts for each reimbursable meal being claimed; • Ensure that food items are clearly identifiable as making up reimbursable meals based on the menu; • Provide menus with directions indicating which items are for which meal and the portion sizes. <p>Operators should also consider that children are of different ages and vary in skills for meal preparation. They are also engaged in distance learning and may not have time for multi-step meal preparation. Thus, operators should ensure that only minimal preparation (i.e. refrigeration or reheating) is required and that food is not provided as ingredients for recipes that require chopping, mixing, soaking, or cooking to prepare each meal.</p>
1/22/21	How do we staff our kitchens when our service model may change throughout the year?	<p>This year will require flexibility. Switching between service models changes the number of needed staff. Each individual school district must determine appropriate staffing levels. Use what you learned during meal service operations in March-June 2020 to help determine staffing levels.</p> <p>MDE has created a resource that provides suggestions for schools that experience staffing shortages due to illness or quarantine during COVID-19.</p> <p><i>(Revised 1/22/21)</i></p>
1/22/21	What is the verification deadline for SY 2020-21?	<p>USDA Food and Nutrition Service is extending the verification deadline to February 28, 2021. All LEAs that collected school meal applications during SY 2020-21 are required to conduct verification. LEAs have discretion to complete verification ahead of this deadline, if they have the administrative capability to do so. Refer to the Nationwide Waiver to Allow SFSP and Seamless SSO through SY 2020-21 - Extension Q&As #3 for further details.</p>

Date Added	Question	Answer
1/22/21	Why won't the Cyber-Linked Interactive Child Nutrition System (CLiCS) allow me to enter my verification report?	Access to the CLiCS verification reporting system has been temporarily suspended so that MDE can complete a cross program analysis of the system. Please continue the verification process as it is an important aspect of program integrity monitoring. You will be notified of verification reporting requirements when the system analysis is complete through the weekly Nutrition Bulletin. All other features of CLiCS are open and operating as usual. If you do not receive the bulletins, please Subscribe Now .
1/22/21	How do I switch my site from open to closed enrolled?	<p>Please follow these steps:</p> <ol style="list-style-type: none"> 1. Update any community postings or advertisements that state you are providing food as an open site. For example, if you have flyers up in local grocery stores or businesses, these should be removed. 2. Send an email to mde.fns@state.mn.us that includes the following information: <ol style="list-style-type: none"> a. Subject line "SFA Sponsor #XXXXXXXXXX site Open to Closed" b. Sponsor number c. Site number of the site that will be switching from open to closed d. Effective date (first day) the site will be considered closed <p>MDE staff will update and approve your site applications in CLiCS. In the meantime, you may continue to serve and claim meals.</p>
1/22/21	My district is claiming snacks this year under the At-Risk Child and Adult Care Food Program (CACFP). What account should the revenue and expense be recorded?	When the program is operated by food service, CACFP At-Risk Snack revenue should be recorded in Fund 02 using Finance Code 469 and Source Code 400. The associated expenses should be recorded in Fund 02 using Finance Code 469 and then the appropriate Object Codes.

Food Safety

Date Added	Question	Answer
8/25/20	Can students bring their own meals from home?	Students are allowed to bring their own lunch from home following local school or district policies.

Date Added	Question	Answer
8/25/20	Is social distancing recommended for students standing in the lunch line?	<p>As described in the MDH 2020-21 Planning Guide for Schools, this depends on the learning model being utilized.</p> <p>For in-person learning:</p> <p>MDH recommends maintaining 6 feet of social distancing as a recommendation, recognizing that it may not always be feasible with this learning model: "Minimize opportunities for exposure (especially when students are around each other for 15 minutes or more) by ensuring social distancing of at least 6 feet between people whenever possible." Schools are required to mark 6 feet of spacing to remind students and staff to always stay 6 feet apart in lines and at other times they may congregate (e.g., during lunch, arrival and dismissal, restrooms, locker rooms, etc.).</p> <p>For hybrid learning:</p> <p>MDH lists maintaining 6 feet of social distance as a requirement: "Ensure sufficient social distancing with at least 6 feet between people at all times when in school facilities."</p> <p>Contact your local health sanitarian for assistance.</p>
8/19/20	Can students come to the cafeteria to pick up their meals?	<p>Yes. A traditional serving line in the cafeteria is allowed and might be the best choice for your building. See MDH 2020-21 Planning Guide for Schools for further guidance.</p>
8/19/20	In hybrid model, are we allowed to send meals home on the bus with students to eat on their distance learning days?	<p>Yes. If sending meals home with students, consider how to safely transport the food to the child's home via the bus (for example, if students are on the bus for a number of hours with frozen food), training non-foodservice staff on proper counting and claiming procedures, if necessary, etc. One suggestion is to consider shelf-stable meal options for some of the days to simplify planning and ensure perishable meals are consumed first. Ask your local health inspector/sanitarian for additional guidance to ensure you are meeting all local health and safety requirements.</p>
8/19/20	Can we provide frozen entrees that need to be heated at home for distance learning and hybrid models or do we have to provide ready-to-eat items?	<p>Yes. You may provide frozen meals intended to be reheated at home as long as you have provided clear re-heating instructions and an ingredient label if it is a commercially prepared product. Cold, ready-to-eat items do not need the ingredient list (including allergens) listed. Refer to the Food Safety Guidance for Meal Distribution page of MDE's website.</p>
8/19/20	What is a sanitary method to provide silverware and condiments to classrooms when bagged lunches are provided?	<p>The best practice is to include the silverware, napkin, and condiments in the bag. If this is not possible, care should be taken to ensure items are not handled by multiple individuals. One option is for one adult to distribute the items to each student.</p>

Date Added	Question	Answer
8/19/20	Do all items (ex. French fries, mashed potatoes) served to students need to be individually wrapped/packaged? Must the entire meal be wrapped or pre-packaged?	<p>The MDH guidance says “Meals, snacks, and beverages served at school must be individually packaged, wherever possible.” It is not necessary to purchase only pre-packaged food items if it doesn’t fit the menu. Nor is assembling all five components in one unit required. For example, the milk can be served separately since it is already “pre-packaged”.</p> <p>Items may be placed by food service staff in an individual package, such as a wrapped hamburger or pre-portioned applesauce. Meals can also be distributed in a closed clam-shell container, bag, or box, but not necessarily sealed.</p> <p>The second part of MDH’s guidance says “Where individual packaging is not possible, food and beverages must be served directly to students.” It does not say items must be wrapped or sealed at all times. Depending on the current learning model, food service staff may need to prepare the food and serve it directly to students by placing it on their tray. You could also distribute meals in a closed container, individually packed items (such as milk) or bagged/boxed methods.</p> <p>If meals are delivered to classrooms or other areas, you will need to protect the meal in some way, i.e., in a clam-shell, bag or other covered container. You can consider using a covered serving cart or bun warmer.</p>
8/19/20	Can students grab their own food if items are individually packaged?	Yes, students can select their own food, including milk, if it is pre-packaged. However, care should be taken so that students do not touch multiple items. For example, if allowing students to take their own milk, staff should limit the number of cartons in the cooler at one time and restock it frequently or use an empty salad bar to space cartons apart. See MDH 2020-21 Planning Guide for Schools for further guidance.
8/19/20	Can students choose items if staff are serving the items?	Yes, students can indicate to staff which food items they would like. This allows for implementation of OVS and limits waste. Remember that food service staff must place any items that are not pre-packaged or wrapped on the student’s tray.
8/19/20	Can students carry their own trays to their classrooms? Do the trays have to be covered?	Students may carry their own trays back to their classroom. It is not required that the tray be covered. However, you may consider using a clam shell container for easier transport.
8/19/20	Is there guidance available on whether or not transparent dividers should be added to serving lines or at the cash register?	The MDH 2020-21 Planning Guide for Schools recommends, but does not require the installation of transparent dividers “at reception desks or other similar areas.” The goal is to provide a barrier when close interaction can't be avoided.

Date Added	Question	Answer
8/7/20	Will share tables still be allowed during the pandemic?	Yes. The Minnesota Department of Health (MDH) will allow share tables in schools. SFAs can refer to the Share Table guidance . There has been no evidence of the COVID-19 virus being transmitted through food.
8/7/20	Are we able to serve hot meals in the classroom?	Yes, hot meals are allowed. See MDH 2020-21 Planning Guide for Schools
8/7/20	Can students help serve lunch?	Refer to the 2020-2021 Planning Guide for Schools and the Food Service Worker Safety Information: Guidance for School Food Programs . Questions can also be directed to your local health inspection agency.

SFSP Sponsor/Site(s) Applications

Date Added	Question	Answer
9/19/2020	We did not participate in SFSP in March through August 2020. Are we able to start participating as an SFSP sponsor for 2020-21 under the extended waiver?	Yes. The deadline to apply is December 1, 2020. Contact us if you missed this deadline. <i>(Revised 11/10/20)</i>
9/19/2020	On the site landing page in CLICS it shows that our sites have been approved through April 2021. Do I still need to update the site applications?	Yes. Update the site application so that the dates of operation are accurate (use an end date of April 30, 2021). <i>(Revised 11/10/20)</i>

Date Added	Question	Answer
9/19/2020	I have submitted my updated application in Cyber-Linked Interactive Child Nutrition System (CLiCS), but it is still shown as "Submitted for Approval" and the site application is listed as "Not Applicable". Have I done something incorrectly?	<p>If you see these statuses that means MDE has not yet approved the application. Once the application in submitted status is reviewed and approved – an effective date range will populate.</p> <p>Currently, there are many applications in submitted status waiting for review/approval. Thank you for your patience as we work through approving these applications; please note this may take some time. Upon review, if there are questions - an applications staff member will reach out to you. If there are no questions and the application(s) are approved, the status will change. You can check the status using the following steps:</p> <ol style="list-style-type: none"> 1. Select Applications and make the following selections from the drop down menu: <ul style="list-style-type: none"> Program Type: SFSP Program Year: 2021 Search Type: Site
9/16/2020	We were not area eligible (meeting at least 50% free/reduced-price eligibility threshold) in the spring. Can we now serve meals to all students at no charge on SFSP?	Yes. All school sites are now considered area eligible in the state of Minnesota. This is due to the economic conditions as a result of COVID-19.
9/19/2020	Can some of our school sites be “open” and some be “closed enrolled”?	Yes.

Date Added	Question	Answer
9/19/2020	Who can SFAs “enroll” and provide meals for if they operate a closed enrolled site?	<p>The determination of who is enrolled at each site will be a local decision. An SFA choosing to be closed-enrolled needs to serve children who have an established relationship with the site. Closed-enrolled sites must maintain a list of enrolled students.</p> <p>The closed-enrolled site classification is not intended to pick and choose or limit access to specific groups of children.</p> <p>Examples of closed-enrolled classification include but are not limited to:</p> <p>Site is serving children enrolled in that school and:</p> <ol style="list-style-type: none"> 1. Site is used as a consolidated distribution site for multiple school sites 2. Children at district-sponsored Pre-K 3. Children that attend programs at that site 4. Children at sites where district has a contract/agreement to serve <ol style="list-style-type: none"> a. Site should be entered into CLiCS <p>Examples of open site classification include but are not limited to:</p> <ol style="list-style-type: none"> 1. Site is serving their district-enrolled children, distance learning students in their geographical area and home-schooled students 2. Site wants to advertise to online students not enrolled in the district, students doing distance learning in their geographical area and students that attend programs in the district <p>Keep in mind that meals will only be available at no charge to these students through June 30, 2021 or until funding is exhausted.</p>
9/19/2020	How do I add a site application in CLiCS?	<p>To create a Site application for a site that already has a site ID number in CLiCS:</p> <ol style="list-style-type: none"> 1. Log into CLiCS and Select “Applications” from the navigation bar. 2. Select Program Type: SFSP 3. Select Program Year: 2021 4. Select Search Type: Site 5. Open the site dropdown list and select “Other Site.” Selecting “Other Site” will cause the screen to refresh and create a “Validation Error.” 6. Enter the ten-digit Site ID number in the “Other Site ID” field. 7. Select “Create 2020-2021 Application.” 8. Complete the application and save.

Date Added	Question	Answer
9/19/2020	I am submitting a site application for a new SFSP site. Do I need to submit a site supplement?	Yes. Site supplement(s) must be completed and submitted under number 11 on the CLICS site application(s) for any new SFSP sites. New sites are any sites that have not operated SFSP in Program Year 2021.
9/19/2020	I only participated in SFSP at two of my school sites this summer. Am I able to participate in SFSP at my other three school sites?	Yes. All school sites in Minnesota will be considered area eligible for SFSP/SSO due to the economic conditions related to COVID-19. The SFSP/SSO site application(s) must be submitted before you can claim meals under either of these programs.
9/19/2020	Can I select “restricted open site” as the classification of site on my SFSP site application?	Sites classified as restricted open must be open to all children in the area, but meal service can then be limited for reasons of space, security, safety, or control. Meal service <i>may not</i> be limited to a particular group of children, this is considered closed enrolled. During SFSP/SSO operations for fall 2020 we recommend schools operate closed enrolled or open sites.
9/19/2020	How do I complete the budget on the SFSP sponsor application?	<p>The 2021 SFSP Program year runs from May 1, 2020 through April 30, 2021, meaning the budget should capture planned revenues and expenses for SFSP operations during that time period.</p> <ol style="list-style-type: none"> 1. New sponsors (those that didn't operate in summer 2019 or in July or August 2020) should: <ul style="list-style-type: none"> • Estimate projected income by multiplying the estimated number of meals to be served by the reimbursement rate. View the Reimbursement Rates 2020 - Summer Food Service Program. • Estimated projected operational and administrative expenses • If you have a budget entered from May and June, do not clear those numbers out. Estimate revenues/expenses for September through December and add those estimates to the previous estimates. 2. Renewing sponsors do not need to update their sponsor application, so the budget does not need to be updated.
9/19/2020	My site is not area eligible. What do I select in question three (Site Participation Eligibility) on the site application?	Leave question three on the site application blank.

Date Added	Question	Answer
9/19/2020	Under SNP we have two sites (Secondary and Elementary) but they are in the same building/same address. Under SFSP I only have an application for the Elementary site. Do I need to create an SFSP site application for the Secondary school or can I claim all meals served under the Elementary site?	You may claim all meals under the Elementary site since the sites share the same addresses.
9/19/2020	My school did not serve meals in July or August but participated in SFSP from March to June. Can I update my application or do I need to complete a new application?	<p>You can update the sponsor and site applications. Program Year 2021 applications are effective from May 2020-April 2021. If a sponsor participated in SFSP in any months during May-August 2020, the applications will simply need to be updated.</p> <p>See the training section Q&A below for training requirements for SFSP/SSO.</p>
9/19/2020	If Summer School is elected on the SFSP site application can my school be a closed enrolled site?	Any site can choose to operate a closed enrolled site during fall 2020. The summer school option applies to regular summer operation of SFSP/SSO. Sponsors should select the second option (“No, Site does not offer Summer School”) under “Summer School Program” on the CLiCS site application during the SFSP operations for fall 2020.
9/19/2020	Where can I find the template letter to send to the local Health Department?	<p>The Health Department Notification is available from the SFSP Applications page. This document contains a link to the Minnesota Department of Health web page with the sanitarian directory and a sample of the letter to be sent.</p> <p>New sponsors (those that didn't operate in summer 2019 or in July or August 2020) must notify the local health department(s) in writing of all Summer Food Service Program site locations and upload the notification letter(s) to the sponsor application in CLiCS.</p>
9/19/2020	Can students enrolled in online schools or home school receive meals at our schools if we are participating in SFSP/SSO the fall 2020?	Students enrolled in online or home school schools may receive meals from schools with open sites.
9/8/2020	Do we have to wait for our application to be approved before starting SFSP/SSO?	No, however sponsor and site applications must be submitted before meal service begins. SFAs will be given first priority to operate SFSP/SSO in an area and SFA SFSP/SSO applications will be approved prior to community organization SFSP applications.

Date Added	Question	Answer
9/8/2020	Which SFA sites are permitted to participate in the Summer Food Service Program (SFSP) or the Seamless Summer Option (SSO) given these programs have eligibility criteria?	All school food authorities and affiliated sites which participated in the NSLP/SBP in school year 2019-2020 may elect to participate in the SFSP/SSO. School food authorities new to the NSLP/SBP in school year 2020-2021 will be reviewed on a case by case basis for SFSP/SSO election.

Meal Pattern/Menu

Date Added	Question	Answer
10/14/20	How do we apply for a waiver for meal pattern requirement changes as a result of the court vacating the 2018 final rule flexibilities for milk, whole grains and sodium requirements?	MDE has automatically extended to all SFAs the ability to retain 50% whole grain rich grains per week, sodium target level 1 and 1% flavored milk through June 30, 2021. There is no need to apply for a meal pattern waiver when implementing these menu changes. Additional information about meal pattern requirements past June 30, 2021 will be provided as it is received from USDA.
10/14/20	How can we apply for a meal pattern flexibility waiver?	MDE is accepting meal pattern waiver requests via an online survey. Select this link to apply. Waiver requests are intended to support access to nutritious meals while minimizing potential exposure to COVID-19. Requests must be for current needs of short duration and must be submitted by sponsor contact (not site or foodservice management company representative). Additional information about the waiver may be found in the USDA meal pattern waiver memos: National School Lunch Program, School Breakfast Program, and the Child and Adult Care Food Program or the Summer Food Service Program/Seamless Summer Option .
10/14/20	Are we required to accommodate Special Diets while operating SFSP?	Yes, this requirement is the same for all child nutrition programs. Please refer to the Special Diet Guidebook for detailed instruction.
10/14/20	Do adult meals purchased under SFSP receive the same portion sizes that we serve the students?	Yes, adult meals should receive the same portion sizes as the student, however SFSP portion sizes may be larger for older youth and adults.

Date Added	Question	Answer
9/19/20	Is Offer versus Serve (OVS) allowable in SFSP?	Yes, OVS is allowable in SFSP. For more information on OVS in SFSP see the SFSP Sponsor Administration Guide . If OVS will be implemented, it must be selected in the Menu Planning Option under the SFSP Meal Pattern or NSLP/SBP Meal Patterns on number nine on the CLICS site application.
9/19/20	What are the SFSP meal pattern requirements?	See the Meal Pattern Card for SFSP meal pattern requirements.
9/19/20	Can we follow the NSLP meal pattern if we choose to operate the SFSP?	If the SFA elects the SFSP, the SFA can follow the SFSP or the NSLP and SBP meal patterns. If the SFA elects the SSO, the SFA must follow the NSLP and SBP meal patterns.
9/19/20	What menu documentation must be completed in SFSP/SSO?	<p>SFAs must maintain records of meals/snacks planned and prepared (or delivered) to show that food items offered met meal pattern requirements. This includes:</p> <p>Food production records</p> <ul style="list-style-type: none"> • Sponsors operating SFSP are encouraged to maintain the same level of menu documentation as required during NSLP. <p>If not using food production records, keep copies of:</p> <ul style="list-style-type: none"> • Menus with portion sizes • Receipts/invoices for food purchases or vended meals <p>Other records to keep for menus:</p> <ul style="list-style-type: none"> • Child nutrition (CN) labels or Product Formulation Statements (PFS) for commercially prepared foods • Nutrition facts labels/ingredient lists for grains (bread, crackers, tortillas, etc.) • Recipes for items prepared with two or more ingredients • Meal delivery receipts, if applicable

Operational/Service Model

Date Added	Question	Answer
12/07/2020	If a site is operating SFSP/SSO, can it also operate the Special Milk Program (SMP)?	<p>The SMP is only available to students who do not have access to meal service through any other child nutrition program. The guidance differs depending on the learning model the SFA is operating.</p> <ul style="list-style-type: none"> • In-person: if the group of students are not present when meals are offered/distributed, then they can participate in SMP. • Distance: do the students who typically participate in SMP have access to meals via home delivery, parent pick-up, meals sent home, etc.? If so, then they wouldn't be eligible for SMP unless the SFA can ensure they've not received a meal for that day. • Hybrid: apply above situations based on each day (whether student is in the school building or at home) to determine eligibility for SMP.
12/07/2020	If a school/district was to switch to a distance learning day instead of closing for a snow day, is it required to make meals available to children on that day?	<p>The school is not required to make meals available on snow days, but serving and claiming meals on these days is allowable. It is up to the school to decide whether (or not) to provide meals in this scenario.</p>
12/07/2020	We currently have several families ordering meals that do not come to pick them, resulting in waste and cost for our school. Can we deny these households meals after they fail to pick meals up?	<p>While you ultimately cannot deny a child a meal, there are several actions you can take to alleviate the problem of meals not being picked up.</p> <ul style="list-style-type: none"> • Contact the households and let them know you are noticing a trend of not picking up meals that are ordered. If meals are not picked up, the food goes to waste and foodservice is not able to receive federal reimbursement for the meals and incurs additional costs. • Pre-ordering meals is a courtesy to households. If the household continues to order meals and not pick them up, they may forfeit the privilege of pre-ordering. • Talk with your local sanitarian about what may be done with leftover meals. <p>To help with meal waste, instead of preparing additional meals to account for walk-ins, consider having some shelf stable or simple meals on hand for a certain percentage of meals at the end of the meal service. Inform households in the ordering process that pre-ordering does not guarantee the menu of the day will be available.</p>

Date Added	Question	Answer
10/14/2020	How can an SFA provide a snack if operating SFSP/SSO?	<p>SFAs can choose between two options in order to provide a snack to students at sites operating SFSP/SSO:</p> <p>1. NSLP Afterschool Snack:</p> <p>The USDA memo Questions and Answers Relating to the Nationwide Waiver to Allow SFSP and SSO through School Year 2020-2021 indicates that SFAs may operate NSLP Afterschool Snack while operating SFSP/SSO. Note that under the NSLP Afterschool Snack Program, area eligibility has not been extended to all SFAs. For this reason, if an SFA is not area eligible, they must count students by eligibility category (free, reduced-price, or paid). For general information regarding Afterschool Snack, refer to the following MDE resource: Afterschool Snack Program Fact Sheet.</p> <p>2. CACFP At-Risk Afterschool Snack:</p> <p>USDA released a waiver for the area eligibility requirement of the CACFP At-Risk program. Minnesota has accepted waiver #68 for use by SFAs. SFAs can operate SFSP/SSO for breakfast and lunch and then provide CACFP At-Risk for a snack. This waiver expires on June 30, 2021 or earlier if funding is exhausted.</p> <p>In order to operate CACFP At-Risk, the SFA needs to complete an application in CLiCS for each site that will operate CACFP At-Risk. If the SFA is a new CACFP At-Risk sponsor, a sponsor application must also be created.</p> <p>SFAs are allowed to operate the Child and Adult Care Food Program At-Risk Afterschool Meals Program (CACFP At-Risk) at sites that are not area eligible. However, due to the way that the CLiCS application functions, sites that are not area eligible are unable to be entered in CLiCS.</p> <p>If you are a SFA sponsor and would like to apply to operate an At-Risk site that is not in an eligible area, you will need to email a request to mde.fns@state.mn.us. In the subject of the message, indicate: CACFP At-Risk at ineligible site(s). In the message, indicate your Sponsor ID/Name, the program name: CACFP At-Risk, Site ID(s)/Name(s), and the meal and/or snack to be served at each site (for example, supper and snack). Sites will be entered into CLiCS with temporary data and as “FNS Determined Eligible based on the COVID waiver”. Sponsors must update and complete the application for final approval. CACFP applications may be approved retroactively.</p> <p>For more information about the two afterschool snack options, please view the National School Lunch Program Afterschool Snack Program Versus CACFP At-Risk Afterschool Meals Program document.</p> <p><i>(Revised 11/18/2020 and 1/22/2021)</i></p>

Date Added	Question	Answer
10/14/20	We do not offer home delivery at this time. How do we get meals to the students if their household is under quarantine?	There is no requirement to deliver the meals to the homes of quarantined students. Schools are encouraged to explore “no contact” methods for providing meals to these households.
10/14/20	We are doing hybrid learning. Monday and Tuesday are on-site, Wednesday through Friday is distance learning. Which meals will qualify for SFSP and be free to students?	All SFSP meals are free for students, regardless of the learning model used (on-site, distance, or hybrid).
9/19/20	Our school plans to operate under the NSLP/SBP or SSO for our in person learning days. On our hybrid and distance learning days are we able to refer students to local school districts that are operating SFSP/SSO?	Yes, this is allowable. We recommend you connect with other local districts/schools to determine the location of open sites, times of meal distribution and other meal service details to provide to your students.
9/19/20	Are we required to deliver meals to students?	There is no requirement to deliver meals to students’ homes.
9/19/20	Do we need household consent to deliver meals directly to homes?	Yes, written consent will be required to deliver meals to student homes. Template Household Consent for Delivered Meals forms are available on the MDE website at Food and Nutrition COVID-19 Resources under School Nutrition Resources. Choose the appropriate form for closed enrolled or open sites.
9/19/20	For contactless home delivery can we count the drop off as the point of service or do we need to give it directly to someone to make sure it is received?	Meals can be claimed even when not handed directly to someone. Families must complete a Consent Form for Home Delivered Meals (available on the MDE website at Food and Nutrition COVID-19 Resources under School Nutrition Resources. Choose the appropriate form for closed enrolled or open sites.)
9/19/2020	If a school distributes five days’ worth of meals on Monday morning during the school’s designated pick-up time, can the breakfast intended to be consumed on Monday be picked up as late as noon and still be claimed that day?	Yes. The USDA has extended the Nationwide Waiver of Meal Service Time Restrictions in the SFSP and SSO Extension #2 , allowing programs to continue to serve meals and snacks outside of required times.

Date Added	Question	Answer
9/19/20	If serving under SFSP/SSO can a milk be offered at no charge to kids who bring bag lunches?	There is no reimbursement available for milk provided to students who bring a bag lunch. Schools may choose to offer milk to students at no charge; however, this is considered a non-program expense and revenue must be received from outside of the nutrition fund to off-set the cost of the milk.
9/19/20	Can we continue to operate Minnesota Kindergarten Milk Program (MKMP) if we choose to operate SFSP/SSO?	Yes, you can operate MKMP while you are operating SFSP. You will must update your Milk application for school year 2020-21, continue Point of Service (POS) counts, and ensure that only kindergarten students participate. Multiple days' worth of milk can be bundled and sent home. However, the school must ensure that no more than one half-pint per kindergartener per instructional day is claimed. Schools may ask for the student's name, grade, PIN and/or teacher to identify the claiming student. Refer to the Minnesota Kindergarten Milk Program Fact Sheet for additional information.
9/19/20	Can we still participate in the MKMP during a hybrid or distance-learning model?	The MKMP can continue to be operated during both hybrid and distance learning models. Schools must ensure that milk is distributed only to kindergarteners. Multiple days' worth of milk can be bundled and sent home. However, the school must ensure that no more than one half-pint per kindergartener per instructional day is claimed. Schools may ask for the student's name, grade, PIN and/or teacher to identify the claiming student. The number of half-pints of milk must be recorded at the POS. Refer to the Minnesota Kindergarten Milk Program Fact Sheet for additional information.
9/8/2020	Are Residential Child Care Institutions (RCCIs) permitted to elect SFSP/SSO participation? (op)	Yes. Refer to Q&As Relating to the Nationwide Waiver to Allow SFSP and SSO through SY2020-21-Extension Q&As #3 issued November 2, 2020. The deadline to apply is December 1, 2020. Contact us if you missed this deadline. <i>(Revised 11/18/20)</i>
9/8/20	If a school elects the Summer Food Service Program (SFSP) or the Seamless Summer Option (SSO), may the school distribute the Fresh Fruit and Vegetable Program (FFVP) snacks at FFVP approved sites?	Yes. Sites approved for the Fresh Fruit and Vegetable Program may continue FFVP distribution. FFVP is approved for parent/guardian pick up and multiple FFVP snacks may be served at the same time if the school is following a multiple day distribution model. Minnesota also has a waiver that FFVP can be picked up at alternative sites.

Date Added	Question	Answer
9/8/20	<ol style="list-style-type: none"> 1. Is there still a waiver for the afterschool snack activity requirement? 2. Can we provide snacks with distance learning? 	<ol style="list-style-type: none"> 1. The waiver for the afterschool activity requirements expired at the end of June 2020. 2. An activity would be necessary. Options to consider include online homework assistance, activity packets, electronic games and books, or other e-learning activities for the children to partake in at home. For example, Team Nutrition offers a variety of online games, books, and nutrition education activities for children at: Digital Nutrition Resources for Kids.
8/19/20	Do schools need to provide meals to students during distance learning regardless of whether this is the household's choice or the district's current learning model?	<p>Public schools/districts need to be sure that all students have access to school meals during distance or hybrid learning. The Executive Order 20-82 says "if schools move from an in-person to a hybrid or distance learning model, public school districts or charter schools must continue to provide meals to students during the school day <i>to the extent possible</i>." This allows for flexibility in methods of distribution, including curbside distribution, home delivery (if the school/site chooses), bus stop pick-up, etc.</p> <p>The USDA has extended the waiver of Meal Service Time Restrictions in SFSP and SSO allowing programs to continue serving meals and snacks outside of required times.</p>
8/19/20	Are we required to provide breakfast meals this school year or can we provide only lunch?	No. You are not required to offer breakfast with the SFSP/SSO.
8/19/20	Are non-public schools required to provide meals when they dial back in-person learning to distance learning under the Governor's executive order?	Non-public schools are not required, but are encouraged, to comply with the Governor's Executive Order 20-82 .
8/19/20	Do we have to deliver meals to households having difficulty picking up their meals?	SFAs are not required to deliver meals to households that cannot pick up meals from the distribution site.
8/19/20	Is there a way to get the list of the number of COVID-19 cases in the various counties?	Every Thursday at 11:00am, the Minnesota Department of Health updates the Schools and Child Care: COVID-19 page with the most recent 14-day rates.
8/7/20	Can we distribute meals using curbside pickup for students in distance learning at the same time we are serving students in the building?	Yes.

Date Added	Question	Answer
8/7/20	For hybrid/distance learning: Must parents pick up meals during the traditional meal times, or are alternate schedules permitted?	SFAs can establish distribution schedules to meet the needs of their school district. The USDA has extended the waiver of Meal Service Time Restrictions in the SFSP and SSO , allowing programs to continue to serve meals and snacks outside of required times.
8/7/20	How can we ensure that we do not run out of meals for students?	Many schools use a pre-order system to obtain an idea of how many meals to prepare. Pre-order systems can be established by using simple surveys, email, or automated phone/software programs.
8/7/20	During distance or hybrid learning, a school sends home five breakfasts and lunches on a Monday and the student is marked 'absent' on Wednesday because they are sick. Can the school claim the meals Wednesday since they were already given to the child?	Yes. SFAs accountability for counting and claiming the meal is at the point of service and stops there.

SFSP/SSO Monitoring/Training Requirement

Date Added	Question	Answer
9/19/20	I tried to complete a new account to log into the online SFSP training, but my sponsor ID/name is not in the Agency/Sponsor Name dropdown list. What should I do?	Scroll to the bottom of the list of agencies on the Brighton Training website and select the 'Other' option.
9/19/20	Is the onsite monitoring visit for SFSP waived for schools during the 2020-2021 school year?	No. However, the Nationwide Waiver of Onsite Monitoring Requirements for Sponsoring Organizations in the Summer Food Service Program (SFSP) – Extension 2 allows SFSP sponsors to utilize offsite monitoring and has been extended through September 30, 2021. To ensure program integrity during this time, SFSP sponsoring organizations should, to the maximum extent practicable, continue monitoring activities of program operations offsite (e.g., through a desk audit).

Date Added	Question	Answer
9/19/20	We participated in SFSP during the summer (after June 30) and already completed SFSP training. Are we required to redo the trainings if we plan to participate in SFSP starting again in September?	No, if staff completed SFSP training during spring or summer 2020. It does not need to be completed again during the school year. At least one person from each site must be trained in SFSP operations. All staff should be appropriately trained on their job duties related to SFSP.
9/19/20	What are the training requirements for SFSP and where are those training resources located?	<p>Sponsors that did not operate in the summer of 2019 or operated SFSP in only March, April, May or June 2020 <i>must</i> complete training.</p> <p>A link to access the online training courses is available on the SFSP Training Webpage. The following training courses must be completed by the main sponsor contact:</p> <ul style="list-style-type: none"> • Planning and Administering the SFSP, MDE-100, includes 19 interactive courses (10-15 minutes each) • Civil Rights, MDE-150 (45 minutes). This does not need to be completed if Civil Rights training was completed within the past year for the National School Lunch Program. <p>Sponsors that operated SFSP in the summer of 2019 or in July, August or September 2020 are considered renewing applicants and <i>do not need</i> to complete training.</p>
9/19/20	Must we complete the SFSP training before we begin SFSP operations?	SFA sponsors that did not operate in the summer of 2019 or operated SFSP in only March, April, May, or June 2020 <i>must</i> complete SFSP training, but may begin operations once the application is submitted in CLiCS. SFSP regulations are different than the National School Lunch Program and sponsors are responsible for knowing and understanding SFSP program requirements.
8/25/20	Are we required to display the "And Justice for All" poster in every classroom if we serve meals in classrooms?	No. Schools can display posters in prominent locations throughout the school, such as a bulletin board in the main building entrance, the school office or another area frequently visited by parents and children. School may prefer to copy posters and put one in each classroom, but it is not required.
8/19/2020	Are non-food service staff permitted to assist with meal service/tray delivery?	Yes. Non-food service staff should be trained in proper handwashing, food safety, food distribution, delivery and follow all COVID-19 protocols.
8/19/20	If staff received civil rights training this summer for SFSP, do they need to complete it again?	No. Civil Rights training only needs to be completed once each year.

Counting and Claiming Meals

Date Added	Question	Answer
10/14/20	We are using a clicker counter to track our SFSP meals. Can we enter the number directly into our electronic POS software which we are using as a tracker or must we enter it on a hard copy clicker count sheet AND in the electronic POS software?	<p>It is allowable to enter the meal counts directly from the clicker to your POS system. You are not required to keep the total meal count on a hard copy and in the system. Keep in mind:</p> <ol style="list-style-type: none"> 1. Paper records (including "scratch" paper) kept at the point of service must be retained. 2. If multiple clickers are used at a meal service, a record of each individual clicker tally must be retained.
10/14/20	How will SFAs claim meals from August to the day the application under SFSP/SSO was approved if originally approved for NSLP/SBP?	<p>An SFA can claim under SFSP/SSO back to the first day of school. The sponsor needs to make sure their SFSP/SSO application is updated with the correct dates.</p> <p>Claims cannot be submitted until the SFSP/SSO application is updated and approved for the months and days of operation covered under the SFSP/SSO extension waiver.</p> <p>If a site already claimed under NSLP/SBP for August:</p> <p>If the sponsor already claimed for a site in August under NSLP/SBP, the sponsor must create a downward adjustment for that site and re-claim under SFSP/SSO. Once the application is approved, the sponsor can re-submit their claim under SFSP/SSO back to the first day of school.</p> <ul style="list-style-type: none"> • Recoveries for downward adjustments will not be recovered from an SFSP/SSO payments. The recovery will be in a "pending" status until a new NSLP/SBP claim is made. Therefore, the recovery will either happen on the first payment after transition to NSLP/SBP or through an invoice from MDE. <p>If a site has not claimed for August:</p> <p>If a sponsor has not claimed for a site under NSLP/SBP for August and wants to claim under SFSP/SSO instead, they can do that back to the first day of school.</p> <p>If payments were received for NSLP/SBP meals for students not eligible for free/reduced-price meals:</p> <p>Payments cannot be taken for any meals claimed under SFSP/SSO. If students not eligible for free/reduced-price meals were charged for any meals claimed under SFSP/SSO, the charges must be refunded. The balance can remain in the accounts for use when the SFA transitions back to NSLP/SBP or returned. The SFA should follow their local process for refunding meal account balances.</p>

Date Added	Question	Answer
9/19/2020	Can second meals served under SFSP/SSO be claimed for reimbursement? (CC)	Sponsors and sites must plan/prepare one meal per child per day for each meal type. Sites should make sure that all children receive one meal before any child is served a complete second meal, or before any adult meals are served. Even with careful planning, there may occasionally be meals leftover at a site at the end of the meal service. If offered to participants, a limited number of second meals can be claimed in the SFSP, but not in SSO. Additional information about offering and claiming second meals is available in the SFSP Administrative Guide . <i>(Revised 11/18/20)</i>
9/19/2020	We are preparing all of our meals at one site and transporting them to multiple sites for distribution. Should we claim them at the site prepared or the site distributed? (CC)	Meals should be claimed at the site that they are served from. <i>(Revised 11/18/20)</i>
9/19/2020	An SFA operating SFSP/SSO is providing meals to another SFA through a catering contract. Can the SFA providing the meals claim those meals and not charge the school? (CC)	There are a couple of options: 1. The SFA providing the meals can add the school as a site under their SFSP sponsorship and claim the meals. The SFA receiving the meals should not be charged for the meals. 2. The school can become an SFSP/SSO sponsor and claim meals under their own sponsorship. <i>(Revised 11/18/20)</i>
9/19/20	Do we need to track meals by student name and eligibility?	No. Meals must still be counted at the POS, but you can use a variety of methods for counting meals in SFSP. A few examples include clicker counts, tally sheets, student name/roster, and electronic PIN system.
9/19/20	If we are operating a closed enrolled SFSP site in a distance or hybrid model, should we count by student name and ask the parent/student for proof of enrollment at meal pick-up?	Sites operating as closed enrolled must have a plan in place to ensure that meals are provided only for enrolled participants.
9/19/20	Are there advantages to continue to record student meals in our electronic meal counting and claiming system versus keeping a simple tally sheet or clicker count?	Schools may choose to use their electronic counting and claiming system while operating SFSP/SSO. This could be especially useful for sites that are closed enrolled to ensure meals are provided only to enrolled students. Use of the electronic system during in-person learning may assist a smooth transition back to the regular NSLP/SBP and meals must be counted and claimed by eligibility category.

Date Added	Question	Answer
9/19/20	If meal(s) are ordered but not picked up at the curbside pick-up site, can we still claim the meal(s)?	Regardless of the delivery method, only meals provided for children can be claimed for reimbursement. If a family did not pick up their meal(s), you cannot claim the meal(s).
9/19/20	We participate in the Voluntary Prekindergarten Program (VPK). Should we keep count of our 4 year olds separate from SFSP for reimbursement?	Students that participate in VPK can be claimed for SFSP reimbursement, as long as they are not also claimed in VPK. Normal VPK procedures resume when the school returns to claiming under the NSLP/SBP.
9/19/20	Can the school claim all meals served to students under the elected program (SFSP/SSO) regardless of the learning model chosen?	Yes, a school may serve all students meals regardless of learning model.
9/19/20	Can schools charge students for meals that have been ordered for pick-up, but the student and/or parent does not come to pick them up?	No. The school cannot charge for the meals if they weren't picked up.
9/8/20	Can a site provide and claim holiday and weekend meals if operating SFSP/SSO?	Yes, holiday and weekend meals can be provided under SFSP/SSO in addition to non-school days, but are not required. Holiday and weekend meals are not allowed when operating NSLP/SBP.
8/19/20	We use paper "check-list" rosters and then transfer the information into our electronic POS system. Do we need to keep all the paper rosters as documentation?	Yes. Keep all documentation used to count meals on file for the current school year plus an additional three years.
8/7/20	Our students will pre-order their meals. Must we still take another count when the students receive their meals?	Yes. Take the meal count where students receive their meals. Pre-counts may be useful for the planning purposes, but may not be used for the final meal count.
5/1/2020	Can we serve adult meals?	Yes. However, you cannot claim meals served to adults in the SFSP program. Unless they meet the definition of program adults (see definition), you must charge adults for their meal.

Applications for Educational Benefits

Date Added	Question	Answer
10/14/20	Do we still need to send households a Notice of Approval/Denial Letter for School Meal Benefits letter even though all students will receive free meals under the SFSP and SSO?	Yes, continue to notify households of their application approval or denial. We recommend amending the letter to explain that students will receive free meals until June 30, 2021 or when funding is exhausted. Meal charges will resume when NSLP/SBP operation resumes. You can stress to families that an Application for Educational Benefits can be completed at any time during the school year if they experience a change in employment and/or household size.
10/14/20	Our staff are working with households to complete the Application for Educational Benefits by phone. Is an electronic signature allowed on an application?	USDA has issued guidance regarding electronic transaction for Child Nutrition Programs see the guidance in SP 10-2007, " Update on Electronic Transactions in the Child Nutrition Programs " policy memo.
10/14/20	Can Applications for Educational Benefits be emailed or faxed to/from households to minimize the risk of exposure?	Applications for Educational Benefits may be provided to households and submitted to the school via fax or email. All disclosure restrictions must be met. Typed signatures are not permitted.
9/19/20	Do households need to apply for meal benefits for the 2020-21 school year?	Yes, schools should continue to collect and process Applications for Educational Benefits and run direct certification matches. This is also critical for identifying compensatory aid for public schools. MARSS deadlines still apply. You can enlist those in administration to encourage the timely submission of these applications.
8/7/20	When approving applications for educational benefits, do we need to count the Federal CARES Act stimulus payments as part of regular income?	1. No. The stimulus payments do not need to be included in calculating household income. Households should report current income on the Application for Educational Benefits. Current income means the gross income received by a household, before deductions, for the <i>current month, or the amount projected</i> for the first month for which the application is filled out, or <i>for the month prior to application</i> .
8/7/20	Do we need to count the additional unemployment payments that some folks receive?	Yes. Additional unemployment payments due to COVID-19 are considered household income.

Financial

Date Added	Question	Answer
9/19/2020	<ol style="list-style-type: none"> 1. Can transportation costs to deliver meals to bus stops or homes be charged to food service during distance learning? 2. What about during hybrid learning? 	<ol style="list-style-type: none"> 1. No. Transportation is included in the per-pupil funding the district receives during the school year. Home delivery or bus route delivery of meals is not required. It is a district decision to use those methods of distributing meals. 2. However, during hybrid learning, it is presumed that some students are being transported. In that case, any food service transportation cost above what is funded in the per pupil funding, may be charged to food service. <p>Check with your district's administration to see if any CARES Act funding is available to offset this cost.</p> <p><i>(Revised 11/18/20)</i></p>
9/19/20	How do the USDA Food Entitlement rates differ from NSLP/SSO to SFSP?	<p>Entitlement dollars are calculated based on the previous year's meal counts. Meals served under the NSLP/SSO earn 24.5 cents per lunch and meals served under the SFSP earn 1.5 cents per lunch. The difference will be seen in SY21-22 entitlement.</p> <p>The USDA Food Entitlement accrues at the following rates:</p> <ul style="list-style-type: none"> • NSLP—24.5 cents per lunch • SSO—24.5 cents per lunch • SFSP—1.5 cents per lunch
9/19/2020	Can students continue to purchase second entrees, extra milk, and a la carte items if we operate SFSP?	Yes. Students may purchase a second entrée or extra milk as a la carte items. These items must be coded as nonprogram food revenue and expense.

Date Added	Question	Answer
9/19/2020	What UFARS codes do we use to record revenue and expenses for SY20-21?	<p>For school year 2020-2021, school districts have the option to operate either the Summer Food Service Program (SFSP), the Seamless Summer Option (SSO) or remain on the National School Lunch Program/School Breakfast Program (NSLP/SBP). Each of these programs have specific Catalog of Federal Domestic Assistance (CFDA) numbers that allow for funding transparency. SSO is considered an extension of the NSLP/SBP and therefore has the same CFDA numbers.</p> <p>Revenue</p> <p>As reimbursement is paid, the payment description will indicate under which program the claim was made and will direct which Finance Code should be used to record the revenue.</p> <ul style="list-style-type: none"> • 02F701 – National School Lunch Program and Summer Seamless Option; Finance Code 701 • 02F705 – School Breakfast Program and Summer Seamless Option; Finance Code 705 • 02F709 – Summer Food Service Program; Finance Code 709 <p>Expense</p> <p>UFARS requires school districts to allocate their foodservice expenses by program (which is signified by Finance Code). For schools operating SSO, expenses should be recorded under Finance 701 and 705, just as they are with NSLP and SBP.</p> <p>If you are unsure if an expense is allowable, please contact Minnesota Department of Education (MDE)'s School Nutrition Programs (mde.fns@state.mn.us), 651-582-8526, 800-366-8922 (toll-free Minnesota only).</p> <p><i>(Revised 1/22/2021)</i></p>
9/19/2020	Do schools need to change their paid adult meal price to be at least the minimum for SFSP?	No. During this period of SFSP operation, SFAs can use the 2020-21 NSLP adult meal price of \$3.85
9/8/2020	The Nationwide Waiver to Allow Summer Food Service Program and Seamless Summer Option Operations through June 30, 2021 says that “FNS reserves the right to withdraw this approval subject to availability of funding”. What does this mean?	<p>The waiver allows the Summer Food Service Program (SFSP) or the Seamless Summer Option (SSO) to continue with area eligibility waivers through June 30, 2021 or earlier if funding is exhausted. If funding is not adequate, USDA reserves the right to end the program extension at an earlier date than June 30, 2021.</p> <p>If this happens, Minnesota Department of Education-Food and Nutrition Services (MDE-FNS) will contact school food authorities as quickly as possible with the new end date via a Special Bulletin. If you do not receive the bulletins, please Subscribe Now.</p>

Date Added	Question	Answer
8/19/20	If we have a food service employee that requires leave due to COVID-19, can we continue to pay this employee from the NSFSA, since it is related to a leave?	If the leave is covered under the employee's work agreement, then it is an allowable expense to the NSFSA. If the employee has exhausted all pertinent leave afforded under the work agreement, then the expense must be paid from other funds. Work with your human resources department to determine paid leave specifics.