



Summer Food Service Program

Prior Sponsor Training 2011

Food That's In Your School Is Out!



DEPARTMENT OF HEALTH AND SENIOR SERVICES

Bureau of Community Food and Nutrition Assistance

888-435-1464

<http://www.dhss.mo.gov/living/wellness/nutrition/foodprograms/sfsp/index.php>



Agenda

- Welcome and Introductions
- What's New
- Planning the Program
 - Site Eligibility/Changes
 - Outreach
 - Meal Planning/Menus
- Administering the Program
 - Training
 - Civil Rights Requirements
 - Monitoring
 - Recordkeeping
 - Program Payments
- Application/Agreement



New Sponsor Training - 2011

District	2011 Dates	Time
Independence	March 23 April 13 May 24	9:00-3:00
Jefferson City	March 4 April 11 May 13	9:00-3:00
Springfield	March 15 April 13	9:00-3:00
St. Louis	March 10 March 25 April 5	9:00-3:00
Cape Girardeau	March 24 April 8	9:30-3:00

<http://www.dhss.mo.gov/living/wellness/nutrition/foodprograms/sfsp/trainings.php>
 or 888-435-1464

SFSP in Missouri 2010

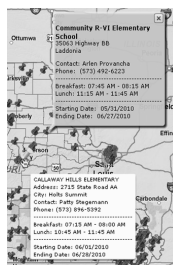
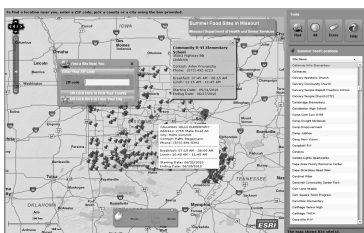
Total Meals Served	2,926,664
Reimbursement to Sponsors	\$7,722,844
Number of Sponsors	240
Number of Sites	878

The collage consists of three images. The top image shows a group of people, likely students and staff, sitting at a table. The middle image is a map of Missouri with a red dot indicating a location. The bottom image is a map of a school district with a red dot indicating a location.

Community 8-VI Elementary
 School
 5503 Highway 85
 Ladonia
 Contact: Arlen Provencha
 Phone: (373) 475-4223
 Breakfast: 07:45 AM - 08:35 AM
 Lunch: 11:15 AM - 11:45 AM
 Starting Date: 06/29/2010
 Ending Date: 06/27/2010

Callaway Hills Elementary
 Address: 2712 State Road 44
 City: Holtz Summit
 Contact: Tami Stegmann
 Phone: (373) 896-5392
 Breakfast: 07:15 AM - 08:00 AM
 Lunch: 11:45 AM - 12:45 PM
 Starting Date: 06/07/2010
 Ending Date: 06/28/2010

Total Meals Served	2,926,664
Reimbursement to Sponsors	\$7,722,844
Number of Sponsors	240
Number of Sites	878





2010 Administrative Reviews Most Common Findings

<u>Sponsor Reviews</u>	<u>Site Reviews</u>
•Meal count errors •Sponsor did not monitor sites •Meals missing required components •Inadequate milk receipts for number of meals claimed •Documentation not available to verify that the SFSP reimbursement is used solely for the operation of the SFSP	•Amount of food prepared did not meet minimum serving size requirements •Average daily attendance not adjusted on Site Information Sheet •Meals served outside of approved meal times •Meals/Food not kept at proper temperature •CN label information not on file

- Meal count errors
- Sponsor did not monitor sites
- Meals missing required components
- Inadequate milk receipts for number of meals claimed
- Documentation not available to verify that the SFSP reimbursement is used solely for the operation of the SFSP

- Amount of food prepared did not meet minimum serving size requirements
- Average daily attendance not adjusted on Site Information Sheet
- Meals served outside of approved meal times
- Meals/Food not kept at proper temperature
- CN label information not on file

Planning the Program

- ☀ Site Eligibility
- ☀ Outreach
- ☀ Meal Planning



- ☀ Site Eligibility
- ☀ Outreach
- ☀ Meal Planning





Evaluating an Area and Selecting Sites

- A sponsor may contact the following about their summer programs:
 - ✓ Parks and recreation centers
 - ✓ Youth organizations, including YMCA, Boys & Girls Clubs, and scout troops
 - ✓ Faith-based organizations
 - ✓ Local food bank or pantry
 - ✓ Other organizations (housing complexes, community centers, rural trailer parks) where children congregate
- When selecting sites, a sponsor should evaluate:
 - ✓ Meal service facilities
 - ✓ Site Supervision
 - ✓ Serving Capacity
 - ✓ Activities



MAKE CHANGES ON-LINE it's quick and easy

- Report ALL changes to site operations (pg. 5)

Log onto the web-based system at: <https://dhssweb04.dhss.mo.gov/cnp/Login.asp>
or <http://www.dhss.mo.gov/living/wellness/nutrition/foodprograms/sfsp/>

NOT for NEW sites or permanent LOCATION changes—these require a new Site Information Sheet (download from Applications and Forms at: <http://www.dhss.mo.gov/living/wellness/nutrition/foodprograms/sfsp/>)



Planning the Program

- ☀ Site Eligibility
- ☀ Outreach (pg. 6.)
- ☀ Meal Planning



How do you maximize participation?




RESOURCES ARE AVAILABLE

- One in five young people is overweight
- Every site is different. Resources are available.
 - <http://www.fns.usda.gov/eatsmartplayhard>
 - <http://teammnutrition.usda.gov/library.html>
 - <http://healthymeals.nal.usda.gov/chefs.html>
- Nutrition activities may increase participation at your site.

Food Service Management Agreements

<http://www.dhss.mo.gov/living/wellness/nutrition/foodprograms/sfsp/forms.php>

Agreement with School to furnish Food Service
FSMC Bid Packet for contracts under \$100,000
FSMC Bid Packet for contracts over \$100,000

Planning the Program

- ☀️ Site Eligibility
- ☀️ Outreach
- ☀️ Meal Planning (pgs 11 – 22)



Missouri Department of Health and Senior Services – Bureau of Community Food and Nutrition Assistance

Food Chart – Summer Food Service Program

Breakfast	Fluid Milk	1 cup (8 fluid ounces) ¹
	Juice or Fruit or Vegetable	½ cup
	Bread, or	1 slice
	Cold Dry Cereal, or	¾ cup or 1 ounce ²
	Combread, Biscuits, Rolls, Muffins, etc., or Cooked Cereal or Cereal Grains Pasta, Cooked Noodles	1 serving ½ cup ½ cup
Lunch or Supper	Fluid Milk	1 cup (8 fluid ounces) ¹
	Meat, Poultry, Fish, Cheese, or	2 ounces
	Egg, or	1 large egg
	Cooked Dry Beans, Peas, or	½ cup
	Peanut Butter or other Nut Butters, or	4 tablespoons ⁴
	Peanuts, Soybeans, Tree Nuts or Seeds, or	1 ounce = 50% ⁵
	Yogurt, plain or sweetened, flavored	1 cup
	Vegetables and/or Fruits (must serve at least two different varieties)	¾ cup total
	Grains/Breads	1 serving
	Fluid Milk	1 cup (8 fluid ounces) ¹
Snack ⁷ Serve 2 of 4 components	Juice or Fruit or Vegetable	¾ cup
	Meat or Meat Alternate	1 ounce
	Grains/Bread	1 serving

1. Serve as a beverage, or on cereal, or use part of it for each purpose.
2. Either volume (cups), or weight (ounces), whichever is less.
3. Must be served as a beverage.
4. At lunch or supper, must serve an additional meal/meal alternate with peanut butter.
5. No more than 50% of the requirement can be met with nuts or seeds. Nuts or seeds must be combined with another meat/meat alternate to fulfill the requirement.
6. Serve two or more kinds. Full-strength juice may be counted to meet not more than one-half of the requirement.
7. Serve two food items. Each food item must be from a different food component. Juice may not be served when milk is served as the only other component.

Note: All grain/bread items must be enriched or whole-grain, made from enriched or whole-grain meal or flour, or if it is a cereal, the product must be whole grain, enriched, or fortified. Beans and greens are counted the same as enriched or whole-grain meal or flour.

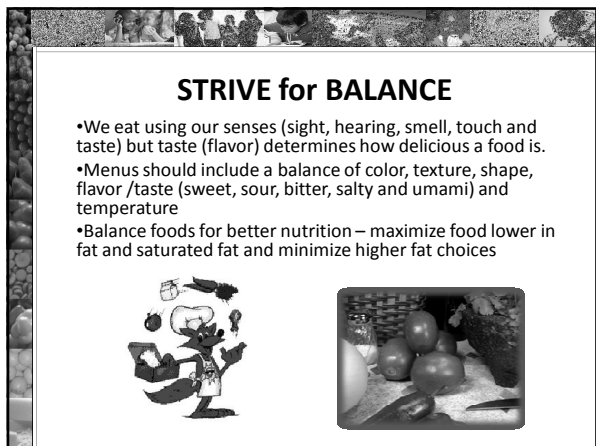
This Institution is an equal opportunity provider. 06/2007

The Five Basic Menu Planning Principles

- Strive for balance
- Emphasize variety
- Add contrast
- Think about color
- Consider eye appeal



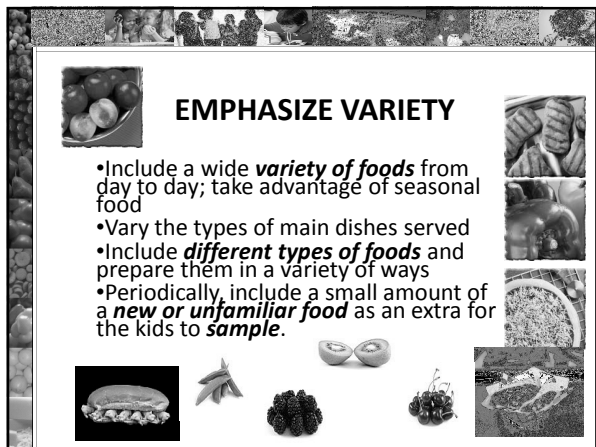
<http://www.fns.usda.gov/tn/kids-pyramid.html>



STRIVE for BALANCE

- We eat using our senses (sight, hearing, smell, touch and taste) but taste (flavor) determines how delicious a food is.
- Menus should include a balance of color, texture, shape, flavor /taste (sweet, sour, bitter, salty and umami) and temperature
- Balance foods for better nutrition – maximize food lower in fat and saturated fat and minimize higher fat choices

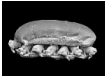


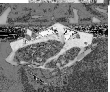
EMPHASIZE VARIETY

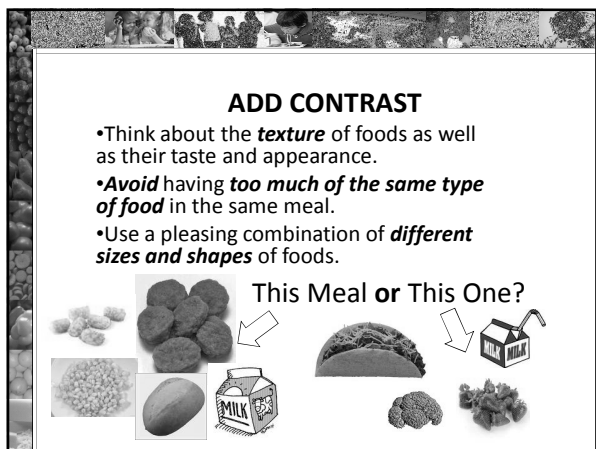
- Include a wide **variety of foods** from day to day; take advantage of seasonal food
- Vary the types of main dishes served
- Include **different types of foods** and prepare them in a variety of ways
- Periodically include a small amount of a **new or unfamiliar food** as an extra for the kids to **sample**.









ADD CONTRAST

- Think about the **texture** of foods as well as their taste and appearance.
- Avoid** having **too much of the same type of food** in the same meal.
- Use a pleasing combination of **different sizes and shapes** of foods.

This Meal or This One?






THINK ABOUT COLOR

We eat with our EYES!

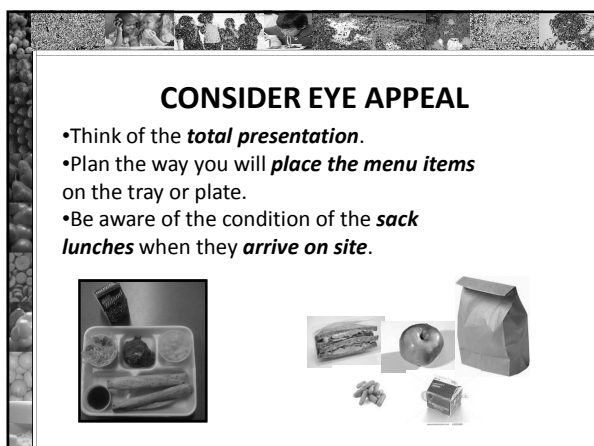
- Avoid** using too many foods of the **same color** in the same meal.
- Remember that **vegetables and fruits** are great for adding natural color to side dishes as well as entrees.
- Use colorful foods** in combination with those that have little or no color.
- Add flavor & color with herbs & spices!











CONSIDER EYE APPEAL

- Think of the **total presentation**.
- Plan the way you will **place the menu items** on the tray or plate.
- Be aware of the condition of the **sack lunches** when they **arrive on site**.









Child Nutrition (CN) Label Documentation is *REQUIRED* for Processed Food — A CN LABEL tells how a product contributes to the Meal Pattern Requirement(s) that We Cannot Determine for Ourselves

A sample CN logo:

— CN — XXXXXXXX

This 2.31oz fully cooked Beef Patty with Featured Soy Flour provides CN 2.00 or equivalent meat/meat alternate for the Child Nutrition Meal. CN Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA XXXXX*)

— CN —

* CN identification number
** Month & Year of approval

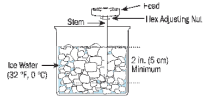
Food Safety Should Be a Top Priority

Follow these basic principles:

- Practice good hygiene
- Avoid cross-contamination
- Keep foods out of the “danger zone”
- Check food temperatures regularly

Keep Foods Out of the Danger Zone

- Store, cook, and hold foods at safe temperatures
 - Keep hot foods hot
 - Keep cold foods cold
- Use tools to check the internal temperatures and calibrate thermometer often



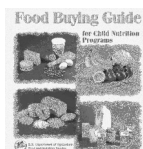
Evaluating Your Menu & Eating Environment

- **Daily Dated Menus** are required and must show all food items served – form on page 14
- Use the **Summer Menu Checklist** on page 15 to evaluate your menus
- **Evaluate the Eating Environment:**
 - Make mealtime a happy time
 - Consider the physical environment
 - Promote nutrition education
 - Merchandize your meals

Meal Service Requirements – workbook page 16

Unallowable Meals – Meals that **MUST NOT** be Claimed – workbook page 17

Food Production Records
Required for Vended Sites –
workbook page 18 & 19





Leftovers

Minimize the amount of waste and unusable leftovers:

- Monitor sites' reports of the number of children attending and the number of meals being served
- After first meals are served to all children, a limited number of complete meals can be claimed for reimbursement as second meals
- Extra meals can be transferred from a site with too many meals to a site with a shortage, if allowed by the local health code
- Designate a "sharing table", if allowed by local health code



Administering the Program

- ☀️ Training (pg 23-24)
- ☀️ Civil Rights Requirements
- ☀️ Monitoring
- ☀️ Recordkeeping
- ☀️ Program Payments





Training

Training is one of the sponsor's major administrative responsibilities. Refer to workbook pages 23 & 24

•Sponsor Requirements:

- Training of monitors
- Training of site supervisors
- Training of site staff

•No food service site may operate until personnel at the site have attended at least one of the sponsor's training sessions.

- Training required for the release of second advance payment
- Training must be documented with an agenda and sign-in sheet of those attending – see page 24 training form

Training

(44) ☒ Yes ☐ No

Prior to the start of our SFSP operation, I will cover the following **minimum required topics** in my training sessions for administrative and site personnel:

- Purpose of the Program
- Meal Pattern Requirements
- Site Eligibility
- Site Operations
- Record Keeping
- Duties of a Monitor
- Civil Rights Compliance

(45) ☒ Yes ☐ No

I understand the following procedures must be used to correct program deficiencies or areas of non-compliance, and will incorporate them into my SFSP operations:

1. Monitor sites and note areas of non-compliance
2. Discuss problems with site supervisor
3. Recommend corrective action
4. Follow-up in one week to assure corrections are made

Administering the Program

- ☀️ Training
- ☀️ Civil Rights Requirements (25-26)
- ☀️ Monitoring
- ☀️ Recordkeeping
- ☀️ Program Payments

Definitions

Civil Rights

“The nonpolitical rights of a citizen; the rights of personal liberty guaranteed to U.S. citizens by the 13th and 14th Amendments to the U.S. Constitution and by acts of Congress.”

Discrimination

“The act of distinguishing one person from others, either intentionally, by neglect, or by the effect of actions or lack of actions based on their protected classes.”



Protected Classes

The United States Department of Agriculture (USDA) statutes and regulations prohibit discrimination in Child Nutrition Programs based on:

- Race
- Color
- National Origin
- Age
- Sex
- Disability

Civil Rights Legislation

- Title VI -- Civil Rights Act of 1964**
Prohibits discrimination based on race, color, and national origin
- Title IX of Education Amendments of 1972**
Prohibits discrimination based on sex under any education program or activity that is receiving federal financial assistance
- Section 504 of the Rehabilitation Act of 1973**
Prohibits discrimination based on disability
- Age Discrimination Act of 1975**
Age
- Americans with Disabilities Act (ADA) of 1990**
Prohibits discrimination based on disability
- USDA Regulation 7 CFR Part 16, Equal Opportunity for Religious Organizations**
- FNS Instruction 113-1**

<http://www.fns.usda.gov/cr/crregulation.htm>



Civil Rights Compliance Areas

1. Public Notification - "and Justice for All"
And Federal Relay Service posters
2. Ethnic/Racial Collection - once at each Site on 1st or 4th week monitoring form
3. Compliance Reviews
4. Complaints Procedure
5. Civil Rights Training of Staff - required Annually*
6. Reasonable Accommodation
7. Limited English Proficiency (LEP)

*<http://www.dhss.mo.gov/living/wellness/nutrition/foodprograms/sfsp/laws.php>



Administering the Program

- ☀️ Training
- ☀️ Civil Rights Requirements
- ☀️ Monitoring (pgs 27-33)
- ☀️ Recordkeeping
- ☀️ Program Payments





Sponsors Must Monitor Sites

- ☀️ Pre-operational monitoring (pg 27)
- ☀️ 1st and 4th week monitoring
(self-prep pg 28-29 and vended pg 30-31)
- ☀️ Ethnic/racial information required once per summer
(Beneficiary Data on back of form)



Administering the Program

- ☀️ Training
- ☀️ Civil Rights Requirements
- ☀️ Monitoring
- ☀️ Recordkeeping (pgs 34-38)
- ☀️ Program Payments



How do you keep records organized?



- All SFSP records must be maintained for three years plus the current year
- Records must be available for review at all times



- All SFSP records must be maintained for three years plus the current year
- Records must be available for review at all times

[illegible]

Site Management, Recordkeeping & Documentation

- Administrative Guidance
- Nutrition Guidance
- Site Supervisor's Guide
(in English and in Spanish)
- Monitor's Guide
- Vended Sponsor's Guide

The Summer Food Service Program
Food That's In When School is Out!

2010 Administrative Guidance for Sponsors



Ministry of Health and Senior Services
Bureau of Community Food and Nutrition Assistance
2010-10-10
<http://www.mhhs.gov>

The Summer Food Service Program
Food That's In When School is Out!

2010 Administrative Guidance for Sponsors

2010 Administrative Guidance for Sponsors



Missouri Department of Health and Senior Services
Bureau of Community Food and Nutrition Assistance
888-435-1464
health.mo.gov

- Administrative Guidance
- Nutrition Guidance
- Site Supervisor's Guide
(in English and in Spanish)
- Monitor's Guide
- Vended Sponsor's Guide

MINNESOTA DEPARTMENT OF HEALTH AND SENIOR SERVICES
WISDOM FOOD SERVICE PROGRAM
Daily Meal Count Form

Daily Meal Count

(pgs. 35 – 36)

Date of Meal					Site	
Meal	Location	Food Service	Food Service	Food Service	Site	Supervisor
Activity Time	Site/Meal Served	Food Service	Food Service	Food Service	Site	Supervisor
First Meals Served to Children:						
1	10	10	10	10	10	10
2	11	11	11	11	11	11
3	12	12	12	12	12	12
4	13	13	13	13	13	13
5	14	14	14	14	14	14
6	15	15	15	15	15	15
7	16	16	16	16	16	16
8	17	17	17	17	17	17
9	18	18	18	18	18	18
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60	69	69	69	69	69	69
61	70	70	70	70	70	70
62	71	71	71	71	71	71
63	72	72	72	72	72	72
64	73	73	73	73	73	73
65	74	74	74	74	74	74
66	75	75	75	75	75	75
67	76					



MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES
SUMMER FOOD SERVICE PROGRAM
Daily Meal Count Form

Name of Site:					Date:
Meal: (circle one)					Site Supervisor:
Breakfast	A.M. Snack	Lunch	P.M. Snack	Supper	
Delivery Time:	Total Meals Delivered:	Delivery Temperature:		Meal Service Time:	End

First Meals Served to Children

[illegible]

(Continue counting on back of form if needed.)

Complete Second Meals Served to Children:

Total Second Meals Served to Children

Meals Served to Program Adults:

Total Marks Scored to Date: _____

Meals Served to Non-Program Adults:

Total Meals Served to Non-Program Adults

Total Meals Served
Total Demanded Meals

Site Supervisor's Signature:	Date:
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MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES
 BUREAU OF COMMUNITY FOOD AND NUTRITION ASSISTANCE
 SUMMER FOOD SERVICE PROGRAM
SITE MEAL COUNT CONSOLIDATION FORM

Prepared by: _____
 Date: _____
 School: _____

Site Name: _____

Site Name		Activity Type					
	Chaper	Chaper in kitchen	Chaper in hall	Chaper in line	Chaper in line	Chaper in line	Chaper in line
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
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23							
24							
25							
26							
27							
28							
29							
30							
31							
Total							

Site Meal Count Consolidation Form (pg. 38)

Available as an Excel
 spreadsheet under
 Applications and Forms.

Site Meal Count
Consolidation Form
(pg. 38)

Available as an Excel spreadsheet under Applications and Forms.

Enrolled Sites

Enrolled sites serve only identified groups of children on a daily basis. Children qualify for an enrolled site by:

- Free/Reduced Status
- Income Eligibility Form

A black and white photograph of a young child, possibly a girl, standing and holding a book or folder. The child is wearing a dark jacket and pants. The photo is framed by a thick black border.



Documentation for Enrolled Sites

- **Income Eligibility Form**
- **School Documentation**
 - You may request a list by name and eligibility status of enrolled children for free and reduced-price meals from schools where the children receive school lunch. Parental consent forms are not required to provide this information to SFSP sponsors.
 - Obtain eligibility on District letterhead.
 - Participation in Head Start or Early Head Start can be used to document eligibility.



Administering the Program

- ☀ Training
- ☀ Civil Rights Requirements
- ☀ Monitoring
- ☀ Recordkeeping
- ☀ Program Payments (pg 39)





SFSP Reimbursement Rates 2011

Rural or Self-prep Sites

Breakfast	\$1.8800
Lunch or Supper	\$3.2925
Supplement	\$0.7750

Urban Vended Sites

Breakfast	\$1.8450
Lunch or Supper	\$3.2375
Supplement	\$0.7575



Calculate Potential Reimbursement

Estimated daily meals to be served X # of days X
Reimbursement rate for meal type
=
Potential SFSP reimbursement for budget

Breakfast	Lunch	
120	175	Estimated meal count by meal
23	23	# of days of operation
\$1.88	\$3.29	Meal rate by meal type
\$5,188.80	\$13,252.31	Potential reimbursement by meal
	\$18,441.11	Total potential reimbursement



Records of Program Income

- ✓ Government funds or grant
If your agency receives over \$500,000 of federal funding in total for all programs operated, a program specific audit is required
- ✓ Donations of cash
- ✓ Money received from the sale of food to adults



What about costs? Are they

Allowable or
Unallowable?
(pgs 40 & 41)



Application Deadlines

- By April 1, 2011 for May commodities (see pg 46)
- By May 2, 2011 for June commodities (see pg 46)
- By May 2, 2011 for June advance
- All due at least 30 days prior to start of operations or May 16, 2011, **whichever is earlier.**
(pg 42)

Click on “Web Log In Screen” on the Missouri SFSP Website:
<http://www.dhss.mo.gov/living/wellness/nutrition/foodprograms/sfsp/>
 or go to: <https://dhssweb04.dhss.mo.gov/cnp/Login.asp>



**Missouri Department of Health
& Senior Services**

Community Food and Nutrition Assistance

Please Enter

User ID:

Password:

[Login](#)



**Missouri Department of Health
& Senior Services**

Community Food and Nutrition Assistance

School Nutrition
Program

Child and Adult Care
Food Program

Summer Food
Service Program

Food Distribution
Program

Click on a puzzle piece above for the CMH Nutrition Program you wish to access!

[Exit Web Site](#)

Simultaneous participation in both CACFP and SFP are for the same children; that is, not allowed. Both the CACFP and the SFP are federally funded programs that provide free meals to needy children. The CACFP provides meals at a daycare, school-day care, family day care, family after-school child programs, and emergency homeless shelter programs. The SFP provides meals from May through September, when school is out of session at least one at school, camp, or otherwise needy children caregivers.

Unallowable Practices:

- Switching back and forth between participation in CACFP and participation in SFP to receive the same children.
- CACFP entities or homes collecting meals from an SFP site. This is also a licensing violation as all licensed child care facilities are required to provide meals 19-20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41-42-43-44-45-46-47-48-49-50-51-52-53-54-55-56-57-58-59-60-61-62-63-64-65-66-67-68-69-70-71-72-73-74-75-76-77-78-79-80-81-82-83-84-85-86-87-88-89-90-91-92-93-94-95-96-97-98-99-100-101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-92



Program Year Selection		
Program Year	Program Begin Date	Program End Date
2002	October 1, 2006	September 30, 2007
2003	October 1, 2007	September 30, 2008
2004	October 1, 2008	September 30, 2009
2005	October 1, 2009	September 30, 2010
2011	October 1, 2010	September 30, 2011

4 Bottom of Form

Sponsor Summary

Program	Applications	Claims	Payments	Leads
Form Name	Release	Status	Date Approved	Action

Sponsor Info Sheet

No Information Sheet

AAA Test Sponsor (55623)

Click **Add** to open the **Sponsor Info Sheet**.

If **not finished** may click **"Save"** and return later to Edit.

First Confirmation

The System Information Sheet was posted to the database with a status of Error Detected.

The form entered failed to pass the self-provided reference or external verification. These errors must be corrected before the form can be approved by CHES. Please return to the entry form to resolve the errors and select the necessary corrections.

Click **Yes** to go to the Sponsor Information Sheet Listing or select another option from the menu above.

Errors messages will tell what remains to be completed.

Sponsor Summary

AAA Test Sponsor (55623)

Program	Applications	Claims	Payments	Leads
Form Name	Release	Status	Date Approved	Action

Sponsor Info Sheet

Sponsor Budget

No Budget Sheet

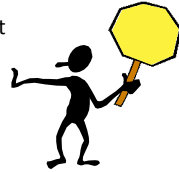
No Info Sheet

At the bottom of the page, click "here" to update dates on Off-Line Forms.

To Submit to State,
click the check box
and then click "Save"

The application is now in Pending Approval status.

Also complete and return the applicable attachments

[illegible]

Click “Save” to get started.

[illegible]

SFSF Measure Department of Health & Senior Services

Site Chain

test site 1 (5652-1) AAA Test System (5522)
January 2011
Pending Submission
Original Chain

4 Sections of Paper

Chain Detail

(A) Chain Month Selected	(B) Month	(C) ADA	(D) Operating Days
Chain Month: January	January		

Chain Tests Performed

First Month	Breakfast (1 day)	AM Snack (7 AM)	Lunch (1 day)	Dinner (1 day)	PM Snack (1 day)
(1) Second Month					
(2) Third Month					
(3) Total ADA	0	0	0	0	0

Created by: Date Created: Modified by: Date Modified:

T Total of Rows

Sponsor Summary				ATA Test Sponsor (04/02)	
Test Date	Sponsor Name	Chairs	Event	ATA Test Sponsor	ATA Test Date
10B January 2017	Sponsor Name	6	Event	ATA Test Sponsor	ATA Test Date
ATA Test Date	Sponsor Name	6	Event	ATA Test Sponsor	ATA Test Date

SFSF Measure Department of Health & Senior Services

Site Chain

test site 1 (5652-1) AAA Test System (5522)
January 2011
Pending Submission
Original Chain

☐ Network of Pools

Chain Detail

	(A)	(B)	
Chain Month Selected			Operating Days
	Month	ADA	
	January		

Urine Tests Performed

	Breakfast (1 day)	AM Snack (7 AM)	Lunch (1 day)	Dinner (1 day)	PM Snack (1 day)
1st Month					
2nd Month					
3rd Month					
Total ADA	0	0	0	0	0

Created by: Date Created: Modified by: Date Modified:

T Total of Rows



SFSB
State Food Service Bureau

Missouri Department of Health & Senior Services

test site 1 (56522-1)

☐ All Sites
☒ AHA Test Sponsor (56522-1)
☐ Pending Submission
☐ Pending Submission
☐ Closed Clinic

Client Detail

☐ Client Month Selected
 ☐ Month
 ☐ ADA
 ☐ Operating Days

January 0 0 0

Display Month Selected

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Administrative Data

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Report Results

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Submit **Calculate** **Cancel**



SFSB
State Food Service Bureau

Missouri Department of Health & Senior Services

test site 1 (56522-1)

☐ All Sites
☒ AHA Test Sponsor (56522-1)
☐ Pending Submission
☐ Pending Submission
☐ Closed Clinic

Client Detail

☐ Client Month Selected
 ☐ Month
 ☐ ADA
 ☐ Operating Days

January 0 0 0

Display Month Selected

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Administrative Data

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Report Results

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Submit **Calculate** **Cancel**

Enter site level meal counts. Click
 “Calculate” to display Average Daily Attendance (ADA) then click “Submit.”



SFSB
State Food Service Bureau

Missouri Department of Health & Senior Services

test site 1 (56522-1)

☐ All Sites
☒ AHA Test Sponsor (56522-1)
☐ Pending Submission
☐ Pending Submission
☐ Closed Clinic

Client Detail

☐ Client Month Selected
 ☐ Month
 ☐ ADA
 ☐ Operating Days

January 0 0 0

Display Month Selected

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Administrative Data

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Report Results

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Submit **Calculate** **Cancel**



SFSB
State Food Service Bureau

Missouri Department of Health & Senior Services

test site 1 (56522-1)

☐ All Sites
☒ AHA Test Sponsor (56522-1)
☐ Pending Submission
☐ Pending Submission
☐ Closed Clinic

Client Detail

☐ Client Month Selected
 ☐ Month
 ☐ ADA
 ☐ Operating Days

January 0 0 0

Display Month Selected

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Administrative Data

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Report Results

Month	ADA	Operating Days	ADA	Operating Days
January	0	0	0	0

Submit **Calculate** **Cancel**

[illegible]

Commodities (pg 46)

Department of Social Services, Family Support Division, Food Distribution
Unit expects to have the following available for the 2011 SFSP season:

<u>COMMODITY ENTITLEMENT FOOD ITEMS</u>	<u>PACKAGE SIZE</u>	<u>CASE VALUE</u>
A061 GREEN BEANS	6/#10 CANS	\$14.16
A110 CORN	6/#10 CANS	\$14.42
A409 CLING PEACHES, DICED	6/#10 CANS	\$16.34

BONUS FOOD ITEMS

A408 CLING PEACHES, SLICED	6/#10 CANS	\$16.55
A470 MIXED FRUIT	6/#10 CANS	\$18.51
A433 PEARS, SLICED	6/#10 CANS	\$24.55

Food Program Representative Bob Murphy (573-751-4328)

<u>COMMODITY ENTITLEMENT FOOD ITEMS</u>		<u>PACKAGE SIZE</u>	<u>CASE VALUE</u>
A061	GREEN BEANS	6#/10 CANS	\$14.16
A110	CORN	6#/10 CANS	\$14.42
A409	CLING PEACHES, DICED	6#/10 CANS	\$16.34
<u>BONUS FOOD ITEMS</u>			
A408	CLING PEACHES, SLICED	6#/10 CANS	\$16.55
A470	MIXED FRUIT	6#/10 CANS	\$18.51
A433	PEARS, SLICED	6#/10 CANS	\$24.55

DHSS monitors SFSP sites & sponsors

- Site visits are unannounced.
- Nutritionist will observe a meal service.
- Sponsor will receive a report with required actions.
- Sponsor reviews will be announced.
- Sponsor will receive a report with required actions.

Share your success stories!



Questions?



- What did we forget?
- Ideas for the 2012 SFSP training?
