



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

SUMMER FOOD SERVICE PROGRAM

**Operational Memorandum #4
Fiscal Year 2016**

SUBJECT: Demonstration Project for Non-Congregate Feeding for Outdoor Summer Feeding Sites Experiencing Excessive Heat

DATE: May 3, 2016

For summer 2016, the United States Department of Agriculture (USDA) will extend the 2013 demonstration project allowing non-congregate feeding at certain outdoor summer meal sites experiencing excessive heat. The demonstration project utilizes authority provided in Section 749(g) of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Act, 2010 (PL 111-80) to develop and test alternative methods of providing access to summer meals for low income children. Under the demonstration project, Summer Food Service Program (SFSP) sponsors operating approved outdoor feeding sites without temperature-controlled alternative sites may operate as non-congregate sites on days when the area is experiencing excessive heat.

Under this demonstration project, non-congregate meal service shall be permitted only on days when the National Weather Service (NWS) has issued a Heat Advisory, an Excessive Heat Warning, or an Excessive Heat Watch for the area in which an approved outdoor feeding site is located. This demonstration project will evaluate the effect on SFSP participation when sponsors are permitted to maintain service to children who would otherwise lose access to meals when excessive heat makes impractical the operation of a congregate feeding site lacking a temperature-controlled alternative site.

Applying for Participation in the Demonstration Project

For summer 2016, Sponsors must identify those congregate feeding sites lacking temperature-controlled alternative sites that would be included in the demonstration project. Sponsors must also select sites that are viable options for successful SFSP participation under the congregate feeding requirement on days when the area is not experiencing excessive heat. The demonstration project will simply allow maintenance of the meal service at those sites on days when excessive heat makes congregate

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congregate feeding impractical. Outdoor sites with available temperature-controlled alternative sites will not be included in the demonstration project and should serve meals at the temperature-controlled alternative site when the area is experiencing excessive heat.

Interested sponsors must notify the Michigan Department of Education (MDE), Office of School Support Services, School Nutrition Programs, of their intent to participate in the demonstration project. Sponsors must submit the Demonstration Project for NonCongregate Feeding Participation Form to MDE prior to the site's SFSP start date, via email mde-sfsp@michigan.gov or fax 517-373-4022.

Sponsors must be otherwise eligible to participate in SFSP and properly approved by MDE in order to participate in the demonstration project.

Participation Requirements

Approved outdoor sites must comply with the congregate meal requirements on all other days of operation. Requirements pertaining to the number and type of meals that may be served each day continue to apply and sponsors must continue to provide all required components of a reimbursable meal. Because meals will be consumed off site and possibly at a later time during that day, sponsors should carefully consider all food safety issues and risks. Only one meal may be provided to each child present at the meal site. Meals may not be provided to adults or children to take to other children not present at the site. All meal counting, claiming, and state and sponsor monitoring and oversight requirements continue to apply.

Sponsors electing to participate in the demonstration project must keep the following information with their monthly claims for reimbursement:

- Specific dates on which participants were permitted to take meals off site.
- Number of meals claimed that were taken off site by participants.

Questions regarding this Operational Memo may be directed to the School Nutrition Programs unit by e-mail to mde-sfsp@michigan.gov or by phone 517-373-3347.

Demonstration Project for Non-Congregate Feeding for Outdoor Summer Sites Experiencing Excessive Heat Participation Form

Summer Food Service Program (SFSP) sponsors that have congregate summer feeding sites that lack temperature-controlled alternative sites and are interested in participating in the United States Department of Agriculture (USDA) demonstration project must notify Michigan Department of Education (MDE) Office of School Support Services prior to the site's SFSP start date.

Name of Sponsor _____

Sponsor Agreement # _____

Sponsor Dates of Operation _____ to _____

Please complete the information below and fax or email this form to the MDE School Nutrition Programs office @ 517-373-4022 or mde-sfsp@michigan.gov.

Site Name	Site Number	Site Address	Estimated Daily Participation
Sample Site	001001100	Street/City/State/Zip	100

CERTIFICATION: In providing the above information, I certify that the above listed sponsor and sites are in compliance with all SFSP rules regarding USDA memo SFSP 14-2014: *Demonstration Project for Non-Congregate Feeding for Outdoor Summer Feeding Sites Experiencing Excessive Heat.*

Printed Name: _____ Title: _____

Signature: _____ Date: _____