

Sponsor Eligibility



IN THE SUMMER FOOD SERVICE PROGRAM

Sponsors are eligible organizations that assume total responsibility for the administration of the SFSP. Sites are the locations where meals are served to children in a supervised setting. For sites to be eligible sites, they must serve children in low-income areas or serve specific groups of low-income children.

Who can sponsor the SFSP?

- Public or private non-profit school food authorities
- Public or private non-profit colleges or universities
- Public or private non-profit residential summer camps
- Units of local, county, municipal, state or federal government
- Any other type of private non-profit organization

All sponsors must also be tax exempt and demonstrate the administrative and financial ability to manage a food service effectively. Sponsors must provide a year round public service to the area in which they intend to provide the SFSP.

Specific Eligibility Requirements for Sponsors

To be deemed eligible, sponsors must:

Demonstrate Financial and Administrative Capability – All sponsors must submit a budget with the SFSP application annually and accept final financial and administrative responsibility for all sites.

Not Be Seriously Deficient – Applicants must not have been declared seriously deficient or terminated from the SFSP or any other Child Nutrition Program. If MDE determines a sponsor has taken corrective action to permanently correct the deficiencies and/or the debt has been paid, the Sponsor may be approved to participate once again.

Serve Low-Income Children - Sponsors must agree to provide regularly scheduled meal service for children in designated low-income areas or they must agree to serve low-income children (except camps).

Conduct a Non-profit Food Service – The food service operation must be for the benefit of participating children and all the Program reimbursement funds are used solely for the operation or improvement of the food service.

Provide Year-round Service – Sponsors must provide a year-round public service to the area in which they intend to provide the SFSP. Exceptions may be granted for sponsors of residential camps, migrant sites, and in certain other limited circumstances.

Have Management Control Over Sites – Sponsors must demonstrate in their applications that they will exercise management control over the meal service at all of their sites. This means that the sponsor is responsible for maintaining contact with meal service staff, ensuring that they are trained, and will monitor the sites throughout Program participation. For sites not legally affiliated with the sponsor's organization, the sponsor should enter into an agreement with the site official.

Conduct Pre-Operational Visits – Prior to approval, sponsors must visit new sites and sites that had operational problems the previous year.

Sign Written Agreements – Approved sponsors must certify a permanent written agreement with the MDE.

Sponsor Responsibilities

At a minimum, sponsors will:

- Attend the State Agency training
- Locate and recruit eligible sites
- Hire, train and supervise staff/volunteers
- Competitively procure food/supplies to prepare meals or hire a vendor for meal preparation
- Monitor all sites for compliance
- Prepare claims for reimbursement
- Maintain records for 3 years, plus the current year