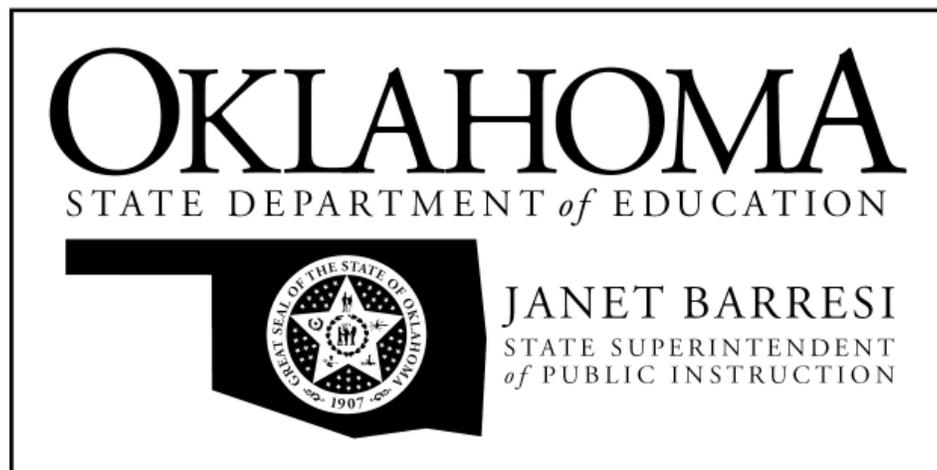


# CHILD NUTRITION PROGRAMS

## SEAMLESS SUMMER FEEDING WAIVER

### APPLICATION



Fiscal Year \_\_\_\_\_

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**OKLAHOMA STATE DEPARTMENT OF EDUCATION  
CHILD NUTRITION PROGRAMS (CNP)  
SUMMER FOOD SERVICE PROGRAM (SFSP)**

**Seamless Summer Option  
Application  
Fiscal Year \_\_\_\_\_**

**Part A: Describe Waiver Request and Special Provisions**

- 1. Name of School Food Authority (SFA):** \_\_\_\_\_  
Agreement Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**2. Description of the Waiver Request**

- a. \_\_\_\_\_ seeks approval under the waiver provisions found in Section 12(1) of the Richard B. Russell National School Lunch Act (42 U.S.C. 12[1]) to operate a Seamless Summer Option in specific locations within its jurisdiction, referred to as *waiver sites*.
- b. The waiver combines features of the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and the Summer Food Service Program (SFSP). The purpose of the waiver is to feed children in low-income areas during the summer months (or during extended breaks of a year-round school schedule). This waiver reduces paperwork and administrative burden that is normally associated with operating all three programs. To accomplish this, \_\_\_\_\_ requests a waiver of significant portions of SFSP federal regulations at 7 CFR Part 225. Specific provisions to be waived are identified in Part B. In lieu of SFSP regulations that are waived, \_\_\_\_\_ will follow corresponding requirements, where applicable, in the NSLP and SBP regulations at 7 CFR Parts 210 and 220, respectively.

**3. Special Provisions of the Seamless Summer Option**

\_\_\_\_\_ agrees to operate the Seamless Summer Feeding Waiver based on the following special provisions:

- a. *General Program Administrators and Sponsor Responsibilities*  
As required in § 225.14(c)(1) of SFSP regulations, the SFA demonstrates financial and administrative capability for program operations and accepts final responsibility for total program operations at all sites.
- b. *Site Eligibility*  
The SFA will follow SFSP policy (established in the body of regulations, instructions, handbooks, and other written guidance) to choose waiver sites.

To the greatest extent possible, waiver sites will be located in eligible areas where 50 percent or more of the children qualify for free or reduced-price school meals. These sites will be open to the community located in the eligible area, except that in some cases, participation may later be limited for reasons of safety, security, or control.

Schools that operate academic summer school sessions at seamless sites must be open for meals to all children in the area-eligible community. Otherwise, schools will be ineligible to participate in the waiver and meals at such schools will be reimbursed based on the individual student eligibility for free, reduced-price, or full-price rates.

Year-round schools may operate seamless sites for off-track students, provided that the sites are open to all children in the area-eligible community. Meals for on-track students will be reimbursed based on the individual student eligibility for free, reduced-price, or full-price rates.

The SFA will not claim any meals under the seamless option at any site without receiving prior approval from the State Department of Education (the *State Agency*).

c. *Participant Eligibility*

All persons meeting the definition of *Children* in SFSP federal regulations at § 225.2 are eligible to participate. This includes all persons in the community who are aged 18 and under and (as defined at § 225.2) those persons over the age of 18 who meet the State Agency definition of mentally or physically disabled persons.

d. *Meal Service*

The SFA will follow NSLP meal service requirements for lunch or snacks (§ 210.10) and SBP meal service requirements (§ 220.8) for breakfast. With State Agency approval, the SFA may serve a supper meal using applicable NSLP meal service requirements for lunches.

The following provisions apply to meal service at seamless sites:

- Second meals are not reimbursable and may not be claimed.
- Production and menu records will be maintained that show compliance with meal requirements.
- The designated lunch period will be between the hours of 10 a.m. and 2 p.m. unless otherwise exempted by the State Agency.
- The SFA may allow Offer versus Serve meals at seamless sites.
- Off-site consumption of meals will not be allowed, except as part of a scheduled event such as a planned field trip.
- If the SFA chooses to offer two meals, one must be lunch.

e. *Number and Types of Reimbursable Meals*

The number and types of meals will comply with SFSP requirements at § 225.16(b) as described below:

- All sites *except camps or migrant sites*:  
With State Agency approval, the SFA may serve up to two meals at all sites, except for camps or migrant sites. Meal service may include breakfast, lunch, snack, or supper. The SFA may not claim both lunch and supper meals at the same site on the same day.
- Camps and migrant sites:  
With State Agency approval, the SFA may serve up to three meals or two meals and a snack per day.

f. *Free Meals for Eligible Participants*

Meals at all approved seamless sites, *except camps*, must be served free to all children in accordance with § 225.6(e)(4) of SFSP regulations. Sponsors of camps may charge for the meals served to children who are ineligible to receive free or reduced-price school meals.

g. *Claims and Reimbursements*

Meals served under the seamless option are reimbursable at the free rates prescribed by the United States Department of Agriculture (USDA) for the NSLP (including snacks) and the SBP. However, meals served at camps that are approved as seamless sites are reimbursable at the free rate only for children who are eligible for free or reduced-price rates for school meals.

Supper meals, if permitted by the State Agency, may be claimed at the free rate for NSLP lunches. All lunches and suppers served under the waiver will receive the standard commodity support rate available for the NSLP. Seamless sites that qualify for the severe need breakfast rate will continue to receive this differential.

h. *Monitoring*

The SFA will review the meal counting, meal claiming, and meal pattern compliance within three weeks of starting operations for all new sites and sites operated by non-SFA personnel. The SFA does not have to review seamless sites that were reviewed within the last two years and have no significant operational deficiencies.

Edit checks, as outlined in § 210.8 will not be required for food service operations conducted under the waiver.

i. *Additional Reporting/Reviews/Evaluation*

The State Agency will include sites operated under this seamless option in the management review requirements described at § 210.18 of NSLP regulations. If a Coordinated Review Effort (CRE) is conducted of the SFA, at least one seamless site will be visited while it is in operation.

Food and Nutrition Service (FNS) reserves the right to conduct an evaluation of these seamless sites. The evaluation may include periodic special reviews. The SFA agrees to cooperate as necessary, including making all applicable records and operations available for review.

FNS may request additional information for evaluation purposes. In the event that additional information on seamless site operations is required, FNS will allow sufficient time for the State Agency and the SFA to comply with the request.

## **Part B: Specific Regulations Required to Be Waived**

### **1. Exempted SFSP Regulations**

To operate the Seamless Summer Option, the SFA requests a waiver from the following regulatory provisions in 7 CFR Part 225:

7 CFR 225.6	State Agency responsibilities, paragraphs (h), (c), (e), (f), (h), <b><i>except paragraphs (e)(4) and (e)(7)</i></b>
7 CFR 225.7	Program monitoring and assistance, entire section
7 CFR 225.8	Records and reports, entire section
7 CFR 225.9	Program assistance to sponsors, entire section
7 CFR 225.10	Audits and management evaluations, entire section
7 CFR 225.11	Corrective action procedures, entire section
7 CFR 225.12	Claims against sponsors, entire section
7 CFR 225.13	Appeal procedure, entire section
7 CFR 225.14	Requirements for sponsor participation, entire section, <b><i>except paragraphs (c)(1), (c)(2), (c)(3), and (d)(2)</i></b>
7 CFR 225.15	Management responsibilities of sponsor, entire section
7 CFR 225.16	Meal service requirement, entire section, <b><i>except paragraph (b)</i></b>
7 CFR 225.17	Procurement standards, entire section
7 CFR 225.18	Miscellaneous administrative provision, entire section

## 2. Nonexempt SFSP provisions

SFSP regulatory provisions, as identified in Item 1 above, which remain in force include:

- § 225.6(c)(4) Requires that sponsors agree to serve meals at no cost.
- § 225.6(e)(7) Requires sponsors to agree to claim reimbursement only for the types of meals agreed upon with the State Agency and served without charge to children at approved sites during the approved meal service period. This paragraph also prohibits permanent changes to the serving time of any meal unless approved by the State Agency.
- § 225.14(c)(1) Requires that sponsors demonstrate financial and administrative capability to operate the program and requires sponsors to accept final financial and administrative responsibility for the total program operations at all sites.
- § 225.14(c)(2) Requires that sponsors must not have been declared seriously deficient in operating the program.
- § 225.14(c)(3) Requires that sponsors will conduct a regularly scheduled food service for children from areas in which poor economic conditions exist (except for camps).
- § 225.14(d)(2) Requires that meals served in schools must be open to children in the community as well as children enrolled in summer school.
- § 225.16(b) Establishes limit on the number of meals that may be served.

## 3. NSLP and SBP Regulations

Although federal regulations governing the NSLP and the SBP are not exempted under this waiver, some provisions may be difficult to follow for waiver sites. Therefore, FNS will provide technical assistance as necessary to the State Agency and the SFA in adapting requirements.

**OKLAHOMA STATE DEPARTMENT OF EDUCATION  
CHILD NUTRITION PROGRAMS (CNP)  
SEAMLESS SUMMER OPTION  
Site Information Sheet  
Fiscal Year \_\_\_\_\_**

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1. Name of School Food Authority (SFA): \_\_\_\_\_  
County/District Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

2. Name of Organization Operating the Site: \_\_\_\_\_  
Name of Contact Person: \_\_\_\_\_  
Physical Address by Site: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

3. Does this site operate on a year-round school calendar?      Yes       No

4. Is the program being operated by this site an accredited summer school?      Yes       No

5. Type of site: open, restricted open, closed enrolled, migrant, or camp: \_\_\_\_\_

If camp:      residential       nonresidential

Explain why SFA is sponsoring a camp: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. a. Date of proposed monitor review within the first three weeks conducted by the school food authority (SFA):  
\_\_\_\_\_

b. How will meals be advertised to the community? (Not applicable for enrolled sites or camps) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Documentation of Site Eligibility (Indicate method used; and send source documentation, if applicable.)

Method Used:

If Open Site:            School Data             Census Track Data

If Census Track Data is being used, send documentation to the State Department of Education (the *State Agency*).

If Low-Income Data is being used, school site:

School Site	Total Enrollment	Total Free	Total Reduced-Price	Free/ Reduced-Price Percent

8. Operational Data:

a. Period of operation: Beginning date: \_\_\_\_\_ Ending date: \_\_\_\_\_

b. Days of the week meals will be served: \_\_\_\_\_

c. Start time and end time: Times of the day meals will be served.

Breakfast _____	Lunch _____
Snack _____	Supper _____

9. Meal Types:

Report estimated number of children to be served daily by meal type. **NOTE:** If site is not a camp or migrant facility, only two meal services a day can be approved. If site serves two meals a day, one must be lunch. Camps can only claim meals for income-eligible children.

MEAL TYPE	ESTIMATED NUMBER OF MEALS TO BE SERVED
Breakfast	
A.M. Snack	
Lunch	
P.M. Snack	
Supper	