

START-UP GRANT AVAILABILITY:

In addition to program reimbursement, agencies participating in the 1996 Summer Food Service Program may qualify for start-up grant funds not to exceed \$2,500/sponsor or site. These grants are available to **new program sponsors or current sponsors with new sites** to cover initial start-up costs in planning and development of the program.

☐

Please send a PROGRAM APPLICATION

☐

Please send a MINI-GRANT APPLICATION

SEND TO:

(Complete only if different from other side)

Agency Name: _____

Street Address: _____

City, State, ZIP _____

Contact Person(s): _____

Area Code & Telephone Number: _____

Priority consideration will be given to public organizations requesting applications by March 1, 1996. All organizations interested in applying for a start-up grant must submit completed start-up grant applications by April 14, 1996. The deadline for submission of all other program applications is May 13, 1996.

Please complete and send this request form as soon as possible to:

**Massachusetts Department of Education
Nutrition Programs and Services
350 Main Street, Malden, MA 02148-9130
(617) 388-3300 ext. 494
FAX # (617) 388-3476**

Application materials will be sent as soon as available or upon receipt of this form.

**MASSACHUSETTS DEPARTMENT OF EDUCATION
1996 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN
PROGRAM and GRANT APPLICATION REQUEST FORM**

Name of Agency _____

Address _____

City/Town/Zip _____

Contact Person(s) _____

Area Code & Telephone Number _____

Proposed Site Name and Address	Proposed Dates of Operation	Est. Daily Attendance
1.		
2.		
3.		
4.		
5.		

Please list additional proposed sites on a separate page. (Private nonprofit sponsors may operate a maximum of five (5) sites serving not more than 300 children per site.)

Please indicate method of preparing or purchasing meals:

- ☐ Prepare own meals ☐ On site ☐ Central kitchen facility
☐ Purchase meals from registered commercial food service vendor
☐ Purchase meals from school food authority, public facility, or private agency

Public organizations may use their own facilities to prepare meals or may purchase meals from a state registered commercial food service vendor. Private nonprofit organizations may use their own facilities for meal preparation or obtain meals from a public facility (school, hospital or college/university), a school participating in the USDA National School Lunch Program, or private nonprofit organization with meal preparation capabilities. Private nonprofit organizations may not purchase meals from a commercial food service vendor.

(OVER)

**The Massachusetts Department of Education
Nutrition Programs and Services
USDA Summer Food Service Program for Children - 1996**



The Summer Food Service Program for Children (SFSP) was established to ensure that during school vacations, children could continue to receive the same high-quality meals that are provided during the school year under the National School Lunch and School Breakfast Programs. The program resulted from an increased awareness of the critical importance of proper nutrition to children, and a belief that school vacations should not end the availability of nutritious meals for many children.

The SFSP makes meals available to all children 18 years old or younger without regard to race, color, national origin, sex, age or handicap. People over 18 years old who are determined to be mentally or physically handicapped are also eligible to receive benefits under certain circumstances.

Organizations that may sponsor the SFSP are limited to (1) public and private nonprofit school food authorities, summer camps and colleges and universities that participate in the NYSP; (2) local, county, municipal or state government units; and (3) private nonprofit organizations that meet the following specific conditions as defined in the SFSP regulations.

- Serve a total of not more than 2,500 children per day and operate no more than 5 urban or 20 rural sites. If sponsoring both urban and rural sites, there is a maximum of 20 sites, with no more than 5 urban sites.
- Serve no more than 300 children at any approved meal service at any one site, unless granted a waiver by the State Agency to serve up to 400 children at an approved meal service at a particular site.
- Use self-preparation facilities to prepare meals, or obtain meals from a public facility such as a school district, public hospital, state college or university, school participating in the National School Lunch Program, or private agency with meal preparation capabilities. Commercial food service management companies may not be used, even if contracted with by a school food authority.
- Operate in areas where a school food authority or the local, municipal or county government has not indicated by March 1 that it intends to sponsor the Summer Food Service Program in the current year.
- Provide on-going year-round activities for children or families.
- Meet applicable state and local health, safety, and sanitation standards.

Public and private nonprofit school food authorities and other applicants which have demonstrated successful Program performance in a prior year are given priority over private nonprofit organizations when both propose to serve the same area or the same enrolled children.

Potential sponsors must demonstrate that they have the necessary financial and administrative capability to meet SFSP objectives and to comply with Program regulations; and they must also accept final financial and administrative responsibility for all sites under their auspices. Approved sponsors must operate the Program according to federal regulations, relevant instructions and all applicable state and local laws.

The Summer Food Service Program for Children:

- Provides reimbursement for meals served to all children at open/area feeding sites in districts where at least 50% of the local children are eligible for free or reduced price meals during the school year.
- Provides reimbursement for meals served to all children at closed/enrolled feeding sites where at least 50% of the children enrolled at the site are individually determined to be eligible for free or reduced price meals through the submission of Application for Free & Reduced Price Meal forms.
- Provides reimbursement for meals served to children individually determined to be eligible for free or reduced price meals through the submission of Application for Free & Reduced Price Meal forms at residential summer camps and nonresidential day camp sites which offer a continuous schedule of organized cultural or recreational programs for enrolled children between their SFSP meal services.

Sponsors may operate the SFSP at one or more "sites" - the physical locations where Program meals are served to children. "Open/Area" or "Closed/Enrolled" sites may be approved to serve up to two meals daily, either lunch and breakfast or lunch and a snack; while residential/nonresidential camps may be approved to serve up to four meals per day - breakfast, snack, lunch, or supper.

INCOME ELIGIBILITY SCALE FOR FREE OR REDUCED PRICE MEALS EFFECTIVE JULY 1, 1995 TO JUNE 30, 1996

HOUSEHOLD SIZE	YEARLY	MONTHLY	WEEKLY
1	13,820	1,152	266
2	18,556	1,547	357
3	23,292	1,941	448
4	28,028	2,336	539
5	32,764	2,731	631
6	37,500	3,125	722
7	42,236	3,520	813
8	45,972	3,915	904

For each additional household member add: + 4,736 + 395 +92

FOR MORE INFORMATION CONTACT:

**Massachusetts Department of Education
Nutrition Programs and Services
350 Main Street, Malden, MA 02148
(617)388-3300 x 494**

**Project Bread
11 Beacon Street/ Room 800
Boston, MA 02108
(617)723-5000**

MASSACHUSETTS DEPARTMENT OF EDUCATION
Nutrition Programs and Services

1996 Summer Food Service Program for Children

INFORMATION SESSIONS

Wednesday, March 6, 1996
Massachusetts Department of Education
350 Main Street, Malden, MA
10:00 a.m. - 12:00 noon

(directions included)

Friday, March 22, 1996
Comfort Inn, The Parwick Center
450 Memorial Drive, Chicopee, MA
10:00 a.m. - 12:00 noon

(directions included)

Summer Food Service Program information sessions have been scheduled for the above dates and locations. These sessions will provide interested persons an opportunity to learn more about sponsoring a Summer Food Service Program for Children (SFSP) as a **first-time participant as well as the availability of Start-up grants to sponsors of new sites**. We will be discussing issues pertinent to planning and operating a Summer Food Service Program, including:

- Program Eligibility
- Sponsor Responsibilities
- Training & Recordkeeping Procedures
- Start-Up Grant Availability
- Application Process

An opportunity will be provided for attendees to discuss the above and other issues which should be addressed when considering sponsorship of a Summer Food Service Program. We will be glad to answer any questions you may have and look forward to helping with your plans for a successful 1996 summer program.

To ensure adequate accommodations and supplies, please let us know that you are planning to attend one of these information sessions by calling the Special Nutrition Programs Section at the Department of Education, (617)388-3300 x 494. Cancellation due to inclement weather will also be announced at that telephone number.

**Please join us and learn how meals can be provided
in your community this summer!**



Directions to Comfort Inn at the Parwick Center, Chicopee

**Comfort Inn at the Parwick Center
450 Memorial Drive
Chicopee, MA 01020
(413)739-7311**

Located on Route 33 (Chicopee) off the Massachusetts Turnpike
(Exit 5) between Interstate 91 and 291.

Directions to Massachusetts Department of Education, Malden

**Massachusetts Department of Education
350 Main Street
Malden, MA 02148-9130
(617)388-3300**

From Boston: Take Route 93 North to Exit 32(Rt. 60). Take a right off the exit and follow Rt. 60E, approximately 2 miles. The Department of Education building will be on your left at the intersection of Main Street and Route 60.

From Route 128: Take Route 93 South (Exit 37 Boston) to Exit 32 (Rt. 60). At rotary, bear left and follow Rt. 60E, approximately two miles. The Department of Education building will be on your left at the intersection of Main Street and Route 60.

From Route 1: Take Route 99 (Broadway) to Route 60. Turn right onto Route 60 and follow for approximately 1.75 miles. The Department of Education building will be on your right at the intersection of Main Street and Route 60.

**Massachusetts Department of Education
Nutrition Programs and Services**

***1996 Summer Food Service Program Outreach Campaign
and Start-Up Grant Availability***

THE CAMPAIGN:

In an effort to increase the availability of nutritious meals to the Commonwealth's children, the Massachusetts Legislature has again authorized funding for a School Breakfast and Summer Food Service Program Outreach Campaign. This year's campaign will include high visibility media releases, information meetings, and contacts with schools, and public and private non-profit entities. Project Bread - The Walk for Hunger has been retained again this year to assist the Department of Education/Nutrition Programs and Services in this effort. Participation in each federally funded program is sought throughout the Commonwealth.

STARTUP-GRANT AVAILABILITY:

The campaign and outreach activities include the award of Start-Up Grants not to exceed \$2,500 to encourage participation of first time Summer Food Service Program sponsors and the expansion of current sponsors by the addition of sites at which meals are available to children. These grants shall be used for costs incurred in the planning and establishment of effective programs. All grant recipients shall submit applications no later than **April 12, 1996**. Grants awarded must be encumbered by **June 30, 1996**.

INFORMATION SESSIONS:

For information on Summer Food Service Program participation and Start-Up Grant availability, **Informational Sessions** have been scheduled as follows:

March 6, 1996

Massachusetts Department of Education
350 Main Street, Malden, MA
10:00 a.m. - 12:00 noon

March 22, 1996

Comfort Inn, The Parwick Center
450 Memorial Drive, Chicopee, MA
10:00 a.m. - 12:00 noon

For information and assistance on completion of the Standard /Start-Up Grant Application and general information regarding administration of a Summer Food Service Program please contact the Special Nutrition Programs staff (617) 388-3300 x 494.

***FOR INFORMATION ON THE 1996 SUMMER FOOD SERVICE PROGRAM, PLEASE SUBMIT
THE ENCLOSED PROGRAM AND GRANT APPLICATION REQUEST FORM TO:***

**Massachusetts Department of Education
Nutrition Programs and Services
Summer Food Service Program Outreach Campaign
350 Main Street, Malden, MA 02148-9130**

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Chicopee, MA 01020
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The Commonwealth of Massachusetts

Department of Education

350 Main Street, Malden, Massachusetts 02148-5023 • (617) 388-3300

Robert V. Antonucci
Commissioner

MEMORANDUM

TO: Mayors
Board of Selectmen Chairpersons

FROM: Robert V. Antonucci *LVA*
Commissioner of Education

DATE: February 1, 1996

SUBJECT: 1996 Summer Food Service Program for Children

RECEIVED
MAYOR'S OFFICE
CITY OF CAMBRIDGE
96 FEB - 7 AM 10:29

Summer is coming! The beginning of summer marks the end of the school year. For many children it also means the end of school meals - possibly the only nutritious meals available to them each day.

The Summer Food Service Program for Children provides reimbursement for meals served to all children during the summer at open/area feeding sites in communities or geographic areas in which at least 50% of the student enrollment is eligible for free or reduced price meals during the school year. Reimbursement is also provided for meals served to all children at closed/enrolled feeding sites when it is determined that at least 50% of the children enrolled at each site are eligible for free or reduced price meals through the submission of an Application for Free and Reduced Price Meals. Programs in other communities or geographic areas may be reimbursed for meals served to children who are individually determined to be eligible for free or reduced price meals.

Communities unable to prepare and/or deliver meals to feeding sites may still participate in the Summer Food Service Program by purchasing meals from a commercial food service vendor registered with the Department of Education, Nutrition Programs and Services. School food authorities not wishing to administer the program may help to increase program participation by vending meals to private nonprofit organizations in their communities who wish to sponsor the Summer Food Service Program but do not have adequate food preparation facilities.

This year, the Department of Education has contracted with Project Bread - The Walk for Hunger to carry out a campaign to increase the number of communities participating in the Summer Food Service Program. Start-up grants of up to \$2,500 per newly established meal site, to be used for costs associated with establishing a summer feeding program, will be available to all agencies sponsoring new sites.

Please give the prospect of sponsoring the Summer Food Service Program in your community careful consideration. Should you decide to sponsor the program, please complete and submit the enclosed application request form as soon as possible. Priority consideration will be given to public organizations requesting applications by March 1, 1996. Interested applicants should pay special attention to the application deadlines stipulated on the enclosed materials. However, all applicants must submit a completed program application no later than May 13, 1996.

Please feel free to contact Donna Hooper at (617) 388-3300 ext. 494 should you have any questions. We support your continued commitment to respond to the needs of children.

Consent Communication 47

5-96

Communication was received from
Robert V. Antonucci, Commissioner
of Education transmitting information
on the 1996 Summer Food Service
Program for Children.

In City Council February 26, 1996

Referred to City Manager