



# SFSP Administrative Handbook

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*Revised, 06/2025*

# 1. Summer Nutrition Options

## Hunger Doesn't Take a Vacation

For over two months every year, most schools close their doors for summer vacation. As a result, thousands of Kansas children who depend on school meals to meet a substantial amount of their daily nutrient needs do not have the opportunity to participate in a summer meal program. This lack of access to basic nutrition is most pronounced among low- income children who have no summer alternative to school meals.

Good nutrition is essential for effective learning every day, all year long. Learning

does not end when school lets out, neither does the need for good nutrition. Children with adequate nutrition learn, play and grow better. Working parents struggling to make ends meet have concerns about what their children are doing in the summer - who is watching them, are they safe, and will they have enough food to eat?

Three options are available for sponsors to provide summertime nutrition:

- School Nutrition Programs
- Seamless Summer Option
- Summer Food Service Program

The first two options, School Nutrition Programs and Seamless Summer Option, are available only to public or private nonprofit school sponsors. These sponsors as well as public or private nonprofit residential camps, units of government, and private nonprofit organizations may choose the third option, the Summer Food Service Program. The features of all three options are compared in the chart on page 1-3.

Summer meal programs help children get the nutrition they need throughout the summer months when they are out of school. Sponsors in the Summer Food Service Program provide well-balanced meals to children at schools, playgrounds, parks, camps, and other sites to assure that children are ready to learn when school resumes in the fall.

Program applications are approved by the Kansas Department of Education annually.

## Option 1 - School Nutrition Programs

Sponsors of the School Nutrition Programs (i.e. National School Lunch Program, School Breakfast Program, Afterschool Snack Program and Special Milk Program) may continue their operation during the summer for students in academic summer school programs.

The rate of reimbursement, records and procedures for filing monthly claims for meals served during summer school are the same as during the regular school year. During summer school, reduced price and free meals may be claimed for students with approved applications on file for the current school year. Applications must be complete and determined before any reduced price or free meal benefits are provided to students.

## Option 2 - Seamless Summer Option

Sponsors of the School Nutrition Programs that serve low-income populations are eligible for this option. Approval is granted through the School Nutrition Program site application. Documentation is presented to show the site addresses the needs of a low-income population. Once it is determined that a low-income population is being served, all meals are reimbursed at the School Nutrition Program free rates for breakfast, lunch and afterschool snacks. Seamless summer claims are paid through the School Nutrition Program. Children between the ages of one and 18 may receive meals through the Seamless Summer Option (SSO).

## Option 3 - Summer Food Service Program

The Summer Food Service Program (SFSP) was established in 1968 to ensure that children in low-income areas continue to receive nutritious meals when schools are closed for vacation. Meals are provided at no charge to all children at approved sites serving areas with significant concentrations of low-income children. Children between the ages of one and 18 may receive meals through the SFSP. In addition, the SFSP is also available to those over 18 who are determined by a state educational agency to have a mental or physical disability and who participate in a school program for individuals with a disability. Sponsors earn reimbursement based on the number of meals served to children multiplied by the SFSP reimbursement rates.

## Comparison of Summer Nutrition Options Available to School Sponsors

The chart on the following page compares key features of the three options available to sponsors for providing summer nutrition for children.

## Comparison of Summer Nutrition Options Available to School Sponsors

1. Continuation of School Nutrition Programs (SNP): National School Lunch Program (NSLP), School Breakfast Program (SBP), and/or Afterschool Snack Program (ASP)
2. Summer Food Service Program (SFSP)
3. Seamless Summer Meals Option (SSO)

Topic	School Nutrition Programs (SNP)	Summer Food Service Program (SFSP)	Seamless Summer Meals Option (SSO)
<b>Reimbursement Rates</b>	Current fiscal year rates by meal type and eligibility category (updated July 1)	Current SFSP rates (updated in December or January)	Free NSLP/SBP/ASP rates for current fiscal year (updated July 1)
<b>Reimbursement Structure</b>	Paid/Reduced Price/Free rates	One (1) rate for each type of meal that includes Operating and Administrative reimbursements	Free rate for each type of meal at eligible sites
<b>Eligible Participants</b>	Any enrolled student under 21 who has not yet earned a diploma	Except for camps, all children ages 1-18, and over 18 if definition of disability is met	Except for camps, students attending school, as applicable, plus children residing in the area
<b>Number and Type of Meals</b>	Any combination of breakfast, lunch and/or snacks in the ASP	No more than 2 meals/snacks per day. Migrant sites may serve 3 meals.	Same as SFSP
<b>Site Eligibility</b>	Operation of summer school in the state education system.	Open – ≥50% eligible by school or census Enrolled – ≥50% eligible by participant or area eligible Migrant – certified migrant eligible Camps	Sites may qualify by SFSP guidelines: Open, Enrolled, Migrant, or camps
<b>Summer School Audience</b>	May not serve meals to children from the area who are not enrolled	If academic, must open to children from the area who are not enrolled	Open sites must serve area children.
<b>Site Monitoring by Sponsor</b>	On-site review of breakfast and lunch counting & claiming for each school by Feb 1 each year.	Sponsor must conduct: <ul style="list-style-type: none"> <li>▪ Pre-operational visit at new sites and at those sites that experienced significant operational problems in prior year</li> <li>▪ First two weeks visit (optional for sites with no operational problems)</li> <li>▪ Review in first four (4) weeks of operation</li> </ul>	Meal counting, claiming and meal pattern compliance must be monitored at each site at least once during each site's operation.
<b>Meal Time Restrictions</b>	Breakfast must begin before 10 AM Lunch, must be served between 10 AM and 2 PM Snacks must be served after school	At congregate meal sites: <ul style="list-style-type: none"> <li>▪ Minimum of 1 hour between end of meal and beginning of another</li> <li>▪ Breakfast must be served before lunch &amp; at the start of the day</li> </ul>	Breakfast must begin before 10 AM; Lunch, served between 10 AM and 2 PM; Snacks must be served after school.
<b>Point-of-Service Accountability</b>	Roster/meal count by category	Written tally	Written tally
<b>Sponsor Eligibility</b>	School Food Authorities (SFA)	SFA's, Government agencies, Private non-profit, Univ or college, Faith based org.	SFAs eligible except if sponsor had a problematic SNP review

All SFSP and Seamless Summer Meals Option sponsors must:

- Demonstrate/accept final financial and administrative capability to provide meal service operations at all sites under the sponsorship
- Conduct a regularly scheduled food service for children from areas in which poor economic conditions exist
- Not have been determined seriously deficient in operating the SFSP or the Child and Adult Care Food Program (CACFP)