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March 4, 2008

MEMORANDUM
SFSP 2008-04

TO: Summer Food Service Program (SFSP) Sponsors

FROM: Virginia Beck, M.A., R.D., Consultant
Child Nutrition Programs

SUBJECT: **Simplified Procedures in the Summer Food Service Program**

The 2008 Summer Food Service Program (SFSP) reimbursement rates were published in the Federal Register on January 30, 2008. The published rates listed administrative and operating rates separately, which may have inadvertently resulted in some confusion in light of the recent nationwide implementation of simplified SFSP procedures.

Simplified SFSP procedures, which became effective January 1, 2008, allow reimbursement based solely on the number of meals served times the reimbursement rates. Sponsors may use reimbursements to pay for any allowable cost, whether operating or administrative. This means that costs do not have to be specifically categorized as "operational" or "administrative" and sponsors do not have to report their costs or submit documentation to the State agency. States will no longer compare total meals claimed against the actual costs or the budgeted costs in determining reimbursements. While this simplification will ease administrative requirements and maximize reimbursements, States must ensure that sponsors continue to document costs and maintain records for the State agency's review.

VB/tk

SFSP 03-2008, 2/14/08