



United States
Department of
Agriculture

Food and
Nutrition
Service

3101 Park
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Alexandria, VA
22302-1500

May 15, 2000

SUBJECT: Summer Food Service Program-Authority for Sponsors to Combine
Claims for Reimbursement

TO: Regional Directors
Child Nutrition Programs
All Regions

This memorandum is intended to extend section 225.9(d)(3) of the regulations which requires sponsors that operate the Summer Food Service Program (SFSP) for **less than 10 days in their final month of operations to consolidate those days with the immediate prior months' claim for reimbursement.**

In an effort to streamline program operations and reduce paperwork for State agencies, and to provide sponsors with additional flexibility, sponsors will be permitted to consolidate the claim for reimbursement in the following ways. Sponsors will be permitted to combine claims:

- for 10 operating days or less in their initial month of operations with the claim for the subsequent month;
- for 10 operating days or less in their final month of operations with the claim for the preceding month; or
- for 3 consecutive months, as long as this combined claim only includes 10 operating days or less from each of the first and last months' of program operations.

However, the consolidation policy discussed above does not permit a sponsor to claim meal reimbursements on one claim that crosses fiscal years, (a single claim for each fiscal year must be submitted). In addition, States must ensure that the correct reimbursement rates are applied for meals claimed for months when different reimbursement rates are in effect.

Finally, we must emphasize that this memorandum simply allows the State agency the authority to offer sponsors that meet the above criteria to submit a single claim for reimbursement, if they choose.

Please share this information with your State agencies. If you have any questions, please contact Norma Ball or Melissa Rothstein.

Original Signed

STANLEY C. GARNETT
Director
Child Nutrition Division

The contents of this guidance document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.