



Summer Food Service Program

Meal Components Training

Meal Components for SFSP

- Fluid Milk
- Fruits/Vegetables
- Grains
- Meat/Meat Alternates



Meal Component: Fluid Milk

1. What kind of milk must be served?
 - Creditable fluid milk includes breastmilk, as well as pasteurized fluid types of unflavored or flavored cow or goat milk, lactose-free or lactose-reduced milk, UHT (Ultra High Temperature) milk, acidified or cultured milk, and organic milk.
2. What about parental/guardian preferences or lifestyle choices?
 - Non-dairy fluid milk substitutions may be served when requested in writing by the child's parent or guardian. The written request must identify the medical or special dietary condition that restricts the diet of the child, such as a milk intolerance or vegan diet. Substitutions are at the option and the expense of the center or day care home.
 - Non-dairy beverages must be nutritionally equivalent to milk and meet the nutritional standards for fortification of calcium, protein, vitamins A & D, and other nutrients to levels found in cow's milk.
3. What about special diets?
 - If a participant has a special dietary need due to a disability, a medical statement is required. The medical statement must be signed by an authorized medical provider. This form indicates which food(s) should be eliminated and also includes the name of a substitution.

Meal Component: Fruits/Vegetables

- A serving of vegetables may contain fresh, frozen, or canned vegetables, dry beans and peas, or vegetable juices.
- Fruit or vegetable juice must be full-strength.

Meal Component: Grains

- Whole grains have nutrients and fiber that children need for energy and to stay healthy.
- Breads and grains must be made from whole-grain or enriched meal or flour.
- Cereal must be whole-grain or enriched or fortified.

Meal Component: Meat/Meat Alternates

- Meat and meat alternates are essential for good health because they contain protein, and this nutrient is the building block for strong bones, muscles, and healthy skin.
- A few examples of meat alternates include yogurt, tofu, peanut butter, nut seeds, seeds, cheese foods and spread (not product), and eggs.

Combination Foods:

- Combination foods are commercially prepared foods that provide more than one food item from different food components that cannot be separated. Best practices encourage only two items in a combination food be claimed in a creditable meal, although up to three may be considered.
- A few examples of combination foods include pizza, stews and soups, spaghetti with meat sauce, ravioli, egg rolls, chicken nuggets, and fish sticks.
- Combination dishes must have a Child Nutrition (CN) label or Manufacturer's Analysis Sheet to show the product contains enough quantities of components to meet the meal pattern. Otherwise, it may not be counted towards a reimbursable meal.
- Manufacturer's Product Formulation Statements (PFS) are another way to determine how much of an item is creditable. Contact the 800 number on the food package and ask that the PFS be faxed or mailed to you.
- For more information: <http://www.fns.usda.gov/cnlabeling/child-nutrition-cn-labeling-program>

Meal Patterns

Children: Breakfast Meal Pattern

Breakfast Meal Pattern

Select All Three Components for a Reimbursable Meal

1 milk	1 cup	fluid milk
1 fruit/vegetable	1/2 cup	juice, ¹ and/or vegetable
1 grains/bread ²	1 slice 1 serving 3/4 cup 1/2 cup 1/2 cup	bread or cornbread or biscuit or roll or muffin or cold dry cereal or hot cooked cereal or pasta or noodles or grains

¹ Fruit or vegetable juice must be full-strength.

² Breads and grains must be made from whole-grain or enriched meal or flour. Cereal must be whole-grain or enriched or fortified.

Children: Lunch or Supper Meal Pattern

Lunch or Supper Meal Pattern

Select All Four Components for a Reimbursable Meal

1 milk	1 cup	fluid milk
2 fruits/vegetables	3/4 cup	juice, ¹ fruit and/or vegetable
1 grains/bread ²	1 slice 1 serving 1/2 cup 1/2 cup	bread or cornbread or biscuit or roll or muffin or hot cooked cereal or pasta or noodles or grains
1 meat/meat alternate	2 oz. 2 oz. 2 oz. 1 large 1/2 cup 4 Tbsp. 1 oz. 8 oz.	lean meat or poultry or fish ³ or alternate protein product or cheese or egg or cooked dry beans or peas or peanut or other nut or seed butter or nuts and/or seeds ⁴ or yogurt ⁵

¹ Fruit or vegetable juice must be full-strength.

² Breads and grains must be made from whole-grain or enriched meal or flour. Cereal must be whole-grain or enriched or fortified.

³ A serving consists of the edible portion of cooked lean meat or poultry or fish.

⁴ Nuts and seeds may meet only one-half of the total meat/meat alternate serving and must be combined with another meat/meat alternate to fulfill the lunch or supper requirement.

⁵ Yogurt may be plain or flavored, unsweetened or sweetened

Children: Snack Meal Pattern

Snack Meal Pattern

Select Two of the Four Components for a Reimbursable Snack

1 milk	1 cup	fluid milk
¹ fruit/vegetable	3/4 cup	juice, ¹ fruit and/or vegetable
1 grains/bread ²	1 slice 1 serving 3/4 cup 1/2 cup 1/2 cup	bread or cornbread or biscuit or roll or muffin or cold dry cereal or hot cooked cereal or pasta or noodles or grains
1 meat/meat alternate	1 oz. 1 oz. 1 oz. 1/2 large 1/4 cup 2 Tbsp. 1 oz. 4 oz.	lean meat or poultry or fish ³ or alternate protein product or cheese or egg or cooked dry beans or peas or peanut or other nut or seed butter or nuts and/or seeds or yogurt ⁴

¹ Fruit or vegetable juice must be full-strength. Juice cannot be served when milk is the only other snack component.

² Breads and grains must be made from whole-grain or enriched meal or flour. Cereal must be whole-grain or enriched or fortified.

³ A serving consists of the edible portion of cooked lean meat or poultry or fish

⁴ Yogurt may be plain or flavored, unsweetened or sweetened.

Farm to Summer Benefits

- Fruits and vegetables are served at their peak growing and harvesting season
- Children taste fruits and vegetables that may not be available during the school year
- Farmers and ranchers find new markets for products
- Community members become engaged in agriculture-based activities
- Consistent, year-round farm to school programming increases enjoyment of school gardens

Who can be a sponsor?

- Public or private nonprofit schools
- Units of local, municipal, county, tribal, or state government
- Private nonprofit organizations
- Public or private nonprofit camps
- Public or private nonprofit universities or colleges

How do I become a sponsor?

- Complete training
- Submit information to tnsfsp.dhs@tn.gov
- Apply for SFSP in Tennessee Information Payment System (TIPS)

SFSP Contact Information:

Summer Food Service Program (SFSP)
TN Department of Human Services
James K. Polk Building - 15th Floor
505 Deaderick Street
Nashville, TN 37243

Email: TNSFSP.DHS@tn.gov

Phone: (615) 313-4749

Tennessee Information Payment System (TIPS)

If you are a new sponsor and have questions, contact SFSP.

- Data Universal Numbering System (DUNS)
 - Nine-character number
 - Used to track how federal money is allocated
 - Sponsors need to apply with Dun and Bradstreet (D&B)-
 - <https://fedgov.dnb.com/webform>
 - Register with Sam.gov once you've received your DUNS number or renew annually.
- Federal Employer Identification Number (FEIN)
 - Unique 9-digit number assigned by the IRS to business entities operating in the United States for the purpose of identification. The issuance of a FEIN to a non-profit organization is separate and distinct from the organization obtaining tax-exempt status from the IRS.
 - <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>
- Name of Organization
- Type of Organization
- Your name and title within the organization
- Your organizations address
- The email address associated with your organization
- Phone Number
- Sam.gov registration

Reimbursements Rates

January 1 – December 31

Meal Type	Rural Sites or Self-Prep Sponsors	All other types of sites
Breakfast	\$2.8250	\$2.7725
Lunch/Supper	\$4.9500	\$4.8700
Snack	\$1.1675	\$1.1400

- For more information on the breakdown of reimbursement rates, visit the Federal Register page at govinfo.gov

Common Findings

- Data meal count sheets not completed correctly
Title 7 of the Code of Federal Regulations, Section 225.15 (c)(1)
- Meals served outside of approved meal service time
Summer Food Service Program 2016 Administration Guide for sponsors, p. 60
- Milk shortages
Title 7 of the Code of Federal Regulations, Section 225.16(d)
- The incorrect number of meals reported for reimbursement. Sponsors should only claim meals that are actually served, not the number of prepared meals.
Title 7 of the Code of Federal Regulations, Section 225.9 (d)(5)
- The Sponsor not conducting monitoring as required
Title 7 of the Code of Federal Regulations, Section 225.15 (d)(3)
- USDA Meal Pattern requirements not being met
Title 7 of the Code of Federal Regulations, Section 225.16 (d)

Upcoming Trainings

2022 SFSP Summer Workshops

Date: March 29, 2022

Time: 9:00 AM - 3:00 PM

Registration Link: [2022 SFSP Summer Workshops - March 29, 2022](#)

2022 SFSP Summer Workshops

Date: April 7, 2022

Time: 9:00 AM - 3:00 PM

Registration Link: [2022 SFSP Summer Workshops - April 7, 2022](#)

April 20: Food Safety and Sanitation in CACFP and SFSP

May 4: Submitting a Claim in SFSP



Resources

- <https://www.fns.usda.gov/sfsp/summer-food-service-program>
- SP 10-2017, SFSP 06-2017 Memorandum, *Meal Service Requirements in the Summer Meal Programs*
- <https://fns-prod.azureedge.net/sites/default/files/f2s/FarmtoSummer.pdf>
- Children Meal Pattern: <https://www.fns.usda.gov/sfsp/meal-patterns>
- Infant Meal Pattern:
https://fnsprod.azureedge.net/sites/default/files/resource-files/FI_AppendixC_0.pdf
- Farm to Summer:
<https://www.fns.usda.gov/cfs/farm-summer>
- Tennessee SFSP Application Information
<https://www.tn.gov/humanservices/children/dhs-nutrition-programs/learn-about-the-summer-food-service-program/summer-food-service-program-application.html>
- <http://www.fns.usda.gov/cnlabeling/child-nutrition-cn-labeling-program>
- Code of Federal Regulations- Part 225-Summer Food Service Program
<https://www.ecfr.gov/current/title-7/subtitle-B/chapter-II/subchapter-A/part-225>



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Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.



Declaración de No Discriminación del USDA

De acuerdo con la ley federal de derechos civiles y las normas y políticas de derechos civiles del Departamento de Agricultura de los Estados Unidos (USDA), esta entidad está prohibida de discriminar por motivos de raza, color, origen nacional, sexo (incluyendo identidad de género y orientación sexual), discapacidad, edad, o represalia o retorsión por actividades previas de derechos civiles.

La información sobre el programa puede estar disponible en otros idiomas que no sean el inglés. Las personas con discapacidades que requieren medios alternos de comunicación para obtener la información del programa (por ejemplo, Braille, letra grande, cinta de audio, lenguaje de señas americano (ASL), etc.) deben comunicarse con la agencia local o estatal responsable de administrar el programa o con el Centro TARGET del USDA al (202) 720-2600 (voz y TTY) o comuníquese con el USDA a través del Servicio Federal de Retransmisión al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe llenar un formulario AD-3027, formulario de queja por discriminación en el programa del USDA, el cual puede obtenerse en línea en:

<https://www.usda.gov/sites/default/files/documents/ad-3027s.pdf>, de cualquier oficina de USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida a USDA. La carta debe contener el nombre del demandante, la dirección, el número de teléfono y una descripción escrita de la acción discriminatoria alegada con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR) sobre la naturaleza y fecha de una presunta violación de derechos civiles. El formulario AD-3027 completado o la carta debe presentarse a USDA por:

- (1) **correo:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) **fax:**
(833) 256-1665 o (202) 690-7442; o
- (3) **correo**
electrónico: program.intake@usda.gov.

Esta institución es un proveedor que ofrece igualdad de oportunidades.



Warbixinta Takoor La'aanta USDA

Si waafaqsan sharciga xuquuqda madaniga ah ee federaalka iyo Maraykanka. Waaxda Beeraha (USDA) shuruucda xuquuqda madaniga ah iyo xeerarka, USDA, Wakaaladaheeda, xafiisyada, iyo shaqaalaha, iyo hay'adaha ka qayb galaya ama maamulaya barnaamijyada USDA waxaa laga mamnuucay ku takooria ku salaysan isirka, midabka, asalka wadaka, galmada, naafanimada, da'da, ka aarsiga ama aargoosiga hawl xuquuq madani oo hore barnaamij kasta ama hawl ay qabatay ama maalgelisay USDA.

Dadka naafada ah ee u baahan qaab kale oo wada xidhiidh oo macluumaadka barnaamijka ah (tusaale, Farta qoraalka indhoolaha, daabacaad wayn, cajal maqal ah, Luqadda Dhegoolaha ee Maraykanka, iwm), waxaa inuu la soo xidhaadhaa Wakaalada (Gobol ama degmo) halka ay ka soo codsadeen dheefaha. Dadka dhegoolaha ah, maqalku ku adagyahay ama leh naafo hadalka ah waxay kala soo xidhiidhi karaan USDA Is gaadhsiinta Federaalka ee Dadka Nafada ah lambarkan (800) 877-8339. Intaa waxa dheer, macluumaadka barnaamijka waxaa lagu heli karaa luqaddo kale.

Si loo soo gudbiyo takoorka barnaamijka cabashada, buuxi [Foomka Cabashada Takoortka Barnaamijka USDA](#), (AD-3027), ee onlayn laga helo [How to File a Complaint](#), iyo xafiis kasta oo USDA, ama qor warqad ku socot aUSDA oo ku bixi waraaqda dhammaan macluumaadka lagu codsaday foomka. si aad u codsato nuqul foomka cabashada ah, soo wac (866) 632-9992. U soo gudbi foomkaaga la buuxiyay ama warqadda USDA addoo adeegsanaya:

- (1) **boosta:** Maraykanka. Waaxda beeraha
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) **fax:** (202) 690-7442; or
- (3) **iimaylka:** program.intake@usda.gov.

Hay'dani waa adeeg bixiyaha fursadda loo simanyahay



تصريح وزارة الزراعة الأمريكية لعدم التمييز

وفقاً لقانون الحقوق المدنية الإتحادي وتوجيهات وسياسات الحقوق المدنية لوزارة الزراعة الأمريكية (يو أس دي أي) (USDA)، يحظر على الـ USDA ووكالاتها ومكاتبها، وموظفيها ومؤسساتها المشاركة في، أو المديرية لـ، برامج الـ USDA ان تميز بناء على العرق، لون البشرة، القومية، الجنس، المذهب العقائدي، الإعاقة، العمر، المعتقدات السياسية، أو الثأر أو الإنتقام بسبب نشاط حقوق مدنية سابق في أي برنامج او نشاط يداران أو يمولان من قبل الـ USDA .

يتوجب على الأشخاص المعاقين المحتاجين الى وسائل إتصال بديلة لمعلومات البرنامج (مثلا، لغة بريل، أحرف كبيرة الحجم، التسجيل الصوتي، لغة الاشارات الأمريكية، الخ) ان يتصلوا بالوكالة في (الولاية او المحلية) حيث يقدموا للحصول على المنافع. يمكن للأشخاص الطرش او المعاقين من صعوبة في السمع او المعاقين من اعاقات في الكلام الإتصال بالـ USDA عبر الإتصال بخدمة المرحل الإتحادية على هاتف (800) 8339-877 . إضافة الى ذلك، يمكن توفير معلومات البرامج بلغات أخرى

لغرض رفع شكوى برنامج ضد التمييز، أكمل ملأ [طلب شكوى التمييز من برنامج الـ USDA](#)، المرقم (AD-3027) والذي يمكن تنزيله من الانترنت على الرابط: [How to File a Complaint](#) وفي اي مكتب للـ USDA او بكتابة رسالة معنونة الى الـ USDA وزود في الرسالة جميع المعلومات المطلوبة في الطلب. لطلب نسخة من طلب الشكوى، اتصلوا على هاتف (9992-632) (866). قدم طلبك

المكتمل او رسالتك الى الـ USDA عبر:

(1) البريد: وزارة الزراعة الأمريكية

مكتب مساعد الوزير للحقوق المدنية

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410

(2) بالفاكس: على هاتف (202) 690-7442، أو

(3) البريد الإلكتروني: program.intake@usda.gov

هذه المؤسسة توفر التكافؤ في الفرص