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March 1, 2011

MEMORANDUM

SFSP-2011-04

TO: Summer Food Service Program (SFSP) Sponsors

FROM: Karen L. Vogel, RD, SNS
Nutrition Programs Consultant

A handwritten signature in blue ink that reads "Karen L. Vogel".

SUBJECT: 2011 SFSP Application

The 2011 SFSP application is now available on-line. The application process consists of both on-line and hard copy submissions. Please refer to the SFSP Application Checklist which can be found on-line in the Document and Reference Library. Passwords for the on-line application should not be shared. If you have forgotten your password, are locked out or are new to the program, please contact Tammy Kratz at 702-486-6472, Option 1 or tkratz@doe.nv.gov for assistance.

The following are required before an application can be approved:

- Attendance at mandatory training by designated official and/or program administrator(s)
- Good standing with USDA and Nevada Department of Education Child Nutrition Programs
- Acceptance of Corrective Action Plan from last SFSP review
- Up-to-date on A-133 audit submissions
- Completed application submitted on-line with hard copy submissions by deadline
- Non-profit organizations: copy of most recent financial audit or balance sheet (all non-profit sponsors); copy of 501c3 tax status (new sponsors only)

The application process will be discussed at the SFSP annual trainings on March 7 and 8, 2011 (Las Vegas) and March 9 and 10, 2011 (Reno).

The deadline for submitting SFSP applications is May 1, 2011.

Please contact Karen Vogel, Nutrition Programs Consultant, 702-486-7902 if you have questions.

KV/tk