Summer Food Service Program

Additional Requirements

March 2, 2018



Mary Clayborne-Jacobs

Director of CACFP/SFSP & Program Specialist 601-576-4954

Addendum to the Permanent Agreement

The Addendum to the Permanent Agreement includes the updated Civil Rights Language required by USDA.

Sponsoring organizations must submit an original copy of the Addendum to the SFSP Permanent Agreement to the State Agency.



Summer Interest Survey

Please list all of the sites you plan to operate this summer. After completing this survey, please return to the State Agency by March 16, 2018.



Agreement to Furnish Food for the SFSP

- If your organization's meals are vended, please complete this form.
- Please be aware that the State Agency will inspect food service management company facilities as part of the review of a vended sponsor as required by 7 CFR Part 225.7(d)(6)



Annual Year End Reconciliation Form

- This form is due to the State Agency by 9/30/2018.
- The State Agency will provide organizations with a electronic copy of the Annual Year End Reconciliation Form.



Renewal of Application for Funding

- MARS will be available for renewal of the 2018 SFSP on March 9, 2018.
- The application deadline is June 1, 2018. All applications submitted after June 1, 2018 will be returned.



Appeals Procedures for the SFSP

All written requests for appeal should be addressed to:

Scott Clements, State Director
Office of Child Nutrition
P.O. Box 771
Jackson, MS 39205
601-576-4990



In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form.

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To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- mail: U.S. Department of Agriculture
 Office of the Assistant Secretary for Civil Rights
 1400 Independence Avenue, SW
 Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.
- This institution is an equal opportunity provider.

Statements

Short Version:

This institution is an equal opportunity provider.

Link to the Long Version:

https://fns-prod.azureedge.net/sites/default/files/cr/Nondiscrimination-Statement.pdf





Mary Clayborne-Jacobs

601-576-4954