



Summer Meals Newsletter

NOVEMBER 2015

SUMMER 2015 WAS A WIN!
TIME FOR NEXT YEAR'S PLANNING TO BEGIN!

Partnership of the Month: Federal Transit Administration (FTA)

Upcoming USDA and Partner Events

November 5th, 1:00 PM EST

Food, Research & Action Center (FRAC):
Building a Summer Meals
Workgroup Call

http://org2.salsalabs.com/o/5118/p/salsa/event/common/public/?event_KEY=78245

November 19th, 11:00 AM EST

USDA—FNS Fall Policy Release
Webinar

<https://cc.readytalk.com/r/wcs6mtjsqajo&eom>

The FTA's new effort aims to expand access to Summer Meals through improved options for transportation. In partnership with USDA-FNS, the FTA and the National Center for Mobility Management (a technical assistance center funded by the FTA), hosted a "Ride to Meals" webinar highlighting partnership ideas to leverage transportation and funding resources.



Examples include: shuttle services for children and parents to and from summer meal sites; meal delivery to summer meal sites utilizing FTA-funded vehicles; and partnerships with older adult service agencies to collaborate on meal service and transportation, to include children. Funds from Program sponsoring organizations may be used at the local level to match FTA grants. Check out the webinar by visiting

www.nationalcenterformobilitymanagement.org.

Reaching Migrant Children

Children from migrant households are more likely to experience food insecurity than their peers, making reaching migrant children an important priority for us all. Sponsors can help FNS reach more children from migrant communities by prioritizing outreach to migrant organizations throughout their site recruitment efforts.

To establish eligibility for a migrant site, sponsors must submit information certifying that the majority of children served at the site are children of migrant workers. The site will then operate as an area-eligible or restricted open site, and will be reimbursed for meals and snacks served to all attending children. Migrant sites may serve up to three meals (or two meals and one snack) each day.

Additional Resources

- Increasing Access to Food and Nutrition for Migrant Children
http://www.mlap.org/pdf/migrant_nutrition.pdf
- Promising Practices for Ensuring Access to School Meals for Limited English Proficient Families
http://mlap.org/assets/school_meal_access_limited_english_proficient_families.pdf
- State Migrant Education Program Contacts
<http://www2.ed.gov/programs/mep/contacts.html>

Sponsors can help overcome barriers to participation by:

- Emphasizing that families will not need to submit an application for the Program.
- Explaining that no test of citizenship is necessary to participate.

Budgeting for Summer 2016

Like a well-run business, the Summer Meals Program requires a budget to establish priorities, control expenses, and allocate revenue. Understanding allowable operating costs and conducting a budget assessment are important steps sponsors can take to proactively work towards a successful, and financially sound, Program.

Summer Budget Assessment

Conducting a budget assessment allows sponsors to set specific Program goals, identify potential problems, and compare actual Program costs with the outcomes desired. When assessing a budget, sponsors should include the following:

SOURCES OF REVENUE

- Meal Reimbursements
- Activity Fees
- Food Sales to Adults
- Grants
- Cash Donations

OPERATING COSTS:

- Food
- Food Service Salaries/Benefits
- Rental of Space/Equipment
- Maintenance of Space/Equipment
- Utilities
- Vehicle Rental/Maintenance

ADMINISTRATIVE COSTS:

- Staff Salaries/Benefits
- Rental of Office Space
- Office Furniture and Supplies
- Building Maintenance
- Audit Fees
- Transportation
- Insurance
- Legal Fees

For more tips, please see the “Budgeting for Success” Toolkit Page: <http://www.fns.usda.gov/sites/default/files/sfsp/SMT-Budgets.pdf>

Unallowable Program Costs

Before conducting a budget assessment, it’s important for sponsors to understand what costs are, and are not, allowable under Program regulations. Sponsors should take care to ensure none of the **unallowable costs** listed below are included in the portion of their budget that uses Federal funds:

- Financial losses from uncollectable accounts
- Payments of overclaims, fines, or penalties
- Entertainment
- Capital expenditures
- Vehicle purchases
- Fundraising
- Costs for meals exceeding the number of eligible meals
- Other costs not included in the approved budget

For a full list, please see the “Cost Assessment” Toolkit Page: http://www.fns.usda.gov/sites/default/files/sfsp/SMT-Assessing_Costs.pdf



Additional Resources:

- Utilizing Grants & Partnerships to Serve More Summer Meals
<http://www.fns.usda.gov/utilizing-grants-unique-partnerships-serve-more-summer-meals>
- Staying in the Black: Operate a Cost-Effective Summer Food Program
http://frac.org/wp-content/uploads/2010/04/sfsp_staying_inthe_black.pdf
- Summer Food Service Program Questions and Answers
<http://www.fns.usda.gov/sites/default/files/SFSP10-2015os.pdf>
- Summer Meals Calculator
<http://bestpractices.nokidhungry.org/business-model-tool-0>