



DEPARTMENT OF EDUCATION


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MEMORANDUM

TO: Summer Food Service Program Sponsors

FROM: Aimee F. Beam, MS, RD, LDN 
Education Associate, Nutrition Programs

RE: **2021 SFSP Operational Memo #11**
Summer Food Service Program Monitoring

This memorandum provides information regarding FY21 Summer Food Service Program (SFSP) monitoring requirements during program operations. On January 6, 2021, the Delaware Department of Education (DDOE) received approval from the United States Department of Agriculture (USDA) for DDOE's request to waive the Sponsor monitoring requirements of the first week site visit and the visit in the first four weeks of operation.

Per the USDA's approval letter: *Sponsoring organizations will be required to perform at least one monitoring visit prior to June 30, 2021; however, the sponsoring organizations will not need to complete the first week site visit and the review within the first four weeks of operation.*

A summary of the current SFSP Sponsor monitoring requirements in effect include the following:

- Pre-Operational Site Visit - Optional
- First Week Site Visit - Waived
- Sponsor Monitor Visit During First Four Weeks – Waived
- Sponsor Monitor Visit Prior to June 30, 2021 – Sponsors are required to perform at least one monitoring visit at each of their sites prior to June 30, 2021 (may be conducted offsite)

As a reminder, the USDA currently has a waiver in effect which allows for SFSP monitoring to be conducted offsite. The following excerpt from the USDA FNS Memo COVID-19: Child Nutrition Response #42, Nationwide Waiver of Onsite Monitoring Requirements for Sponsoring Organizations in the Summer Food Service Program – EXTENSION 2 states, *FNS waives, for all SFSP sponsoring organizations, that SFSP monitoring requirements included at 7 CFR 225.15(d) be conducted onsite. To ensure Program integrity during this time, SFSP sponsoring organizations should, to the maximum extent practicable, continue monitoring activities of Program operations offsite (e.g., through a desk audit).* This onsite monitoring waiver remains in effect through September 30, 2021.

Sponsors are reminded to keep completed monitoring forms on file with SFSP documentation. If you have any questions or need assistance, please contact us at (302) 857-3356.

cc: Nutrition team