



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: 2011 Summer Food Service Program (SFSP) Sponsors

FROM: Cheryl Resha, Education Manager *Cheryl Resha*
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: June 23, 2011

**SUBJECT: Operational Memorandum #05-11 – SFSP
Waiver of Meal Time Restrictions and Unitized Meal Requirements in SFSP**

This memorandum establishes a waiver of the Summer Food Service Program (SFSP) regulations for meal time requirements in 7 CFR §225.16 (c) and expands the option to use offer versus serve to non-school sponsors in 7 CFR §225.16 (f)(ii).

Meal Time Restrictions

Currently, three hours must elapse between the beginning of one meal or snack service and the beginning of the next, except that four hours must elapse between the beginning of lunch and the beginning of supper when no afternoon snack is served. Additionally, the duration of meal service is limited to two hours for lunch and supper and one hour for breakfast and snacks (7 CFR §225.16(c)).

In an effort to simplify Program management, meal time restrictions are being waived. In accordance with federal regulations, sponsors must continue to establish meal times for each site and provide this information to the State agency. Sponsors must provide the State agency with information regarding the times of meal service at each site, but are not required to ensure that specific time periods elapse between the meal services. This waiver supersedes previous SFSP guidance giving State agencies the authority to waive meal time restrictions (SFSP: Flexibility of Time Restrictions on Meal Service, January 29, 2002).

Restrictions on the number and type of meals that may be served each day as established by 7 CFR §225.16(b) continue to apply.

Offer Versus Serve

Currently, school sponsors have the offer versus serve (OVS) option under 7 CFR §225.16(f)(ii). OVS permits children to decline food or menu items they do not intend to eat. However, the regulations restrict OVS to school sponsors, meaning that all meal components must be served by other sponsors.

This memorandum expands the option of using OVS to non-school sponsors. The OVS option can be an opportunity to minimize food waste and help sponsors contain costs.

Schools electing to use OVS must use the options relevant to their menu planning approach. Other SFSP sponsors wishing to use OVS must follow the OVS requirements for the food-based menu planning approach. This means a child may decline only one food items offered at breakfast and up to two of the food items offered at lunch or supper. There is no OVS option for snacks.

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Sponsors must train appropriate staff on the proper use of OVS in the SFSP. The attached OVS informational worksheet also includes the USDA link for additional guidance. It must be noted that improper implementation of OVS may result in non-reimbursable meals.

Complete and return the attached form via e-mail or fax to Susan Bohuslaw by July 1, 2011. The e-mail is susan.bohuslaw@ct.gov and the fax number is 860-807-2127.

Questions pertaining to this memorandum may be directed to Susan Bohuslaw at 860-807-2073 or susan.bohuslaw@ct.gov or Jackie Schipke at 860-807-2123 or jackie.schipke@ct.gov.

CR:sbb

Attachments: (2)

Important: This is a numbered Operational Memorandum that contains important program information. Please read carefully and retain in a binder for your future reference. Operational Memoranda are also posted on the Child Nutrition website at the following link:
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=321576>

**CONNECTICUT STATE DEPARTMENT OF EDUCATION
SUMMER FOOD SERVICE PROGRAM (SFSP)**

Issues Relating to Meal Service – 2011

Sponsor Name: _____

Agreement No.: _____

Name of Person Completing Form: _____

The responses below represent the policies that will be implemented for SFSP 2011:

	<u>Yes</u>	<u>No</u>
Offer-Versus-Serve (OVS) will be utilized at <u>all</u> sites	<input type="checkbox"/>	<input type="checkbox"/>
Offer-Versus-Serve (OVS) will be utilized at <u>selected</u> sites (Attach list of sites with this form)	<input type="checkbox"/>	<input type="checkbox"/>

SCHOOL SPONSORS ONLY:

School sponsors must indicate which menu planning option will be used:

- Traditional Food Based
- Enhanced Food Based
- NuMenus
- Assisted NuMenus

Signature: _____

Date: _____

Offer vs. Serve and Reimbursable Meals in the Summer Food Service Program

What is Offer versus Serve in Food Based Meal Planning?

The “Offer versus Serve” (OVS) option is now available to non-school sponsors of the Summer Food Service Program (SFSP). OVS allows children to turn down one or two of the five food items offered for lunch, or one food item offered at breakfast, if they do not intend to eat them. The OVS option can be an opportunity to minimize food waste and help sponsors contain costs. OVS is optional. Non-school sponsors wishing to use OVS must follow the OVS requirements for the food-based menu planning approach. Note: there is no OVS option for snacks.

The Reimbursable Meal and Offer versus Service

◆ **Lunch Meal Requirements and What Must be Offered:** The SFSP lunch meal requirements consist of four food components: 1) meat/meat alternate, 2) fruit/vegetable, 3) grains/breads, and 4) milk. The fruit/vegetable component must be met by providing two (or more) servings of fruits, vegetables, or a combination of *different* fruits and vegetables. This means there are **five** required food items, which are: meat/meat alternate, grains/bread, a fruit or vegetable, a different fruit or vegetable and milk.

◆ **Breakfast Meal Requirements and What Must be Offered:** The SFSP breakfast meal requirements consist of only three food components/items: 1) fruit/vegetable, 2) grains/breads, and 3) milk

1. The first requirement for a meal to be reimbursable under offer versus serve is that **all five (lunch) or three (breakfast) food items must be offered (made available) to all children.**
2. The second requirement is that **the serving size offered of those food items must be consistent with the *minimum* quantities specified in the guidelines for Summer Food Service Program Meal Pattern.** Because the fruit/vegetable component at lunch consists of two or more servings of fruits or vegetables, which totaled must meet a minimum quantity, the quantity offered of each fruit or vegetable must be consistent with the planned serving size for that item.
3. For lunch, fruit must be from an alternate source when full strength juice is served. For example, the planned menu can feature apple juice and an orange, but not apple juice and an apple. If you provide assorted fruits and full strength fruit juices daily, and a child takes an orange and orange juice, this can be counted as only one serving of fruit/vegetable.

All meals offered under the Summer Food Service Program must meet or exceed these minimum meal requirements.

◆ **What a Child Must Take As Part of a Reimbursable Lunch:** For a lunch to be reimbursable, a child must take **full** portions of **at least three of the five food items** offered.

◆ **What a Child Must Take As Part of a Reimbursable Breakfast:** For a breakfast to be reimbursable, a student must take **full** portions of **at least two of the three food items** offered under the School Breakfast Program meal requirements.

LUNCH

*REMEMBER: for a **Lunch** to be reimbursable, a child must take **full portions of at least three of the five food items** offered.*

Planned Lunch A:

1 oz. Turkey & 1 oz. Cheese Sandwich, ¼ cup Carrot Sticks, whole Fresh Apple and 8 oz. Milk

<i>Child Selects:</i>	<i>Reimbursable?</i>
Turkey & Cheese Sandwich and Milk	Yes
Turkey & Cheese Sandwich and Apple	Yes
Apple, Carrots and Milk	Yes
Turkey & Cheese Sandwich	NO
Whole Apple and Milk	NO

Planned Lunch B:

4 oz. Yogurt, 1 oz. String Cheese, 2 pkgs. Graham Crackers, ½ cup Applesauce, whole Fresh Orange and 8 oz. Milk

<i>Child Selects:</i>	<i>Reimbursable?</i>
Yogurt, Applesauce and Orange	NO
Yogurt, 2 pkg. Graham Crackers and Milk	NO
Yogurt, String Cheese, 1 pkg. of Graham Crackers and Milk	NO
2 pkg. Graham Crackers, Applesauce and Milk	Yes
String Cheese, 2 pkg. Graham Crackers and Orange	NO

Planned Lunch C:

1 slice Cheese Pizza, ½ cup Tossed Salad, Frozen Fruit Juice Bar and 8 oz. Milk

<i>Child Selects:</i>	<i>Reimbursable?</i>
Cheese Pizza	NO
Cheese Pizza and Frozen Fruit Juice Bar	Yes
Frozen Fruit Juice Bar and Tossed Salad	NO
Cheese Pizza and Milk	Yes
Cheese Pizza, Tossed Salad & Frozen Fruit Juice Bar	Yes

BREAKFAST

*REMEMBER: For a **Breakfast** to be reimbursable, a child must take **full portions of at least two of the three food items** offered.*

Planned Breakfast:

2 pkgs. Graham Crackers, 4 oz. Orange Juice and 8 oz. Milk

<i>Child Selects:</i>	<i>Reimbursable?</i>
1 pkg. Graham Crackers, Orange Juice and Milk	Yes
2 pkg. Graham Crackers and Milk	Yes
Orange Juice and Milk	Yes
1 pkg. Graham Crackers and Milk	NO

RESOURCES: USDA Guidance: http://www.fns.usda.gov/tn/Resources/offer_v_serve.html