



Division of Child Care & Early Childhood Education  
P.O. Box 1437, Slot S155, Little Rock, AR 72203-1437  
P: 501.682.8869 F: 501.682.2334 TDD: 501.682.1550

---

## MEMORANDUM

**TO: ALL 2022 SFSP PARTICIPANTS**  
**FROM: DCCECE/ HNU**  
**DATE: APRIL 12, 2022**  
**SUBJECT: IMPORTANT NOTICE - The 2022 SFSP Application Deadline is APRIL 30, 2022.**

Remember to log into the SNP system and check the status of your application. If the status states “Approved/Amended”, you have completed the SFSP application process and you are ready to begin your 2022 Summer Food Program when school is officially not in session for Summer. If the status states “Pending Approval”, you must immediately contact your Application Coordinator to complete your application. If the status states “Pending Submission”, this means your application has not been submitted and therefore it has not been reviewed by the Application Coordinator.

All online modules, and program trainings must be completed prior to the application submission, and all required documents must be uploaded into the SNP system. It is best practice to have your training attendance date close to your submission date to avoid a denial of your application. **If you plan to utilize the Commodities Program you must notify your Application Coordinator immediately.**

Once your application has been completed in its entirety and submitted for review, within 30 days you shall receive an approval or denial determination. Failure to complete and submit your application within 30 days from the open day of recertification will result in a denial determination. If you have questions or concerns regarding this MEMO, please do not hesitate to contact your Application Coordinator. Thank you for your attention to this very important matter.

### Important Dates:

- **Request for Commodities must be completed and approved by April 30, 2022.**
- **Deadline for all applications must be submitted by April 30, 2022.**

### Application Coordinators

Linda Pippins, 501.320.8971  
[linda.f.pippins@dhs.arkansas.gov](mailto:linda.f.pippins@dhs.arkansas.gov)

Sandra West, 501.320.8969  
[sandra.west@dhs.arkansas.gov](mailto:sandra.west@dhs.arkansas.gov)

Chelsey Mitchell, 501.320.8974  
[chelsey.mitchell@dhs.arkansas.gov](mailto:chelsey.mitchell@dhs.arkansas.gov)

Louise Fenton, 501.396.6361  
[Louise.fenton@dhs.arkansas.gov](mailto:Louise.fenton@dhs.arkansas.gov)

Aurora Blake, 501.534.4147  
[aurora.blake@dhs.arkansas.gov](mailto:aurora.blake@dhs.arkansas.gov)

Perry Hunter, 501.534.4414  
[Perry.hunter@dhs.arkansas.gov](mailto:Perry.hunter@dhs.arkansas.gov)

It is highly recommended that you keep a copy of this MEMORANDUM on file for quick and easy reference. A copy is also available in the resource library under 2022 Mass Alerts.