



MEMORANDUM

TO: ALL 2023 SFSP PARTICIPANTS
FROM: DCCECE/ HNU
DATE: JUNE 8, 2023

SUBJECT: URGENT NOTICE – 2023 SFSP APPLICATION REQUIREMENTS

Existing Summer Food Service Program (SFSP) participants are required to submit a complete 2023 SFSP application prior to their program operation. As a reminder, our aim as a State Agency is to ensure that your Food Program is successful! However, there are still some existing Sponsors that have not completed their 2023 SFSP application requirements. Per the following federal citation:

[7 CFR 225.6\(b\)\(1\)](#)

Each State agency must inform all the previous year's sponsors which meet current eligibility requirements and all other potential sponsors of the deadline date for submitting a written application for participation in the Program. The State agency must require that all applicant sponsors submit written applications for Program participation to the State agency by June 15. However, the State agency may establish an earlier deadline for the Program application submission. Sponsors applying for participation in the Program due to an unanticipated school closure shall be exempt from the application submission deadline.

Please be advised that failure to comply with regulation 7 CFR 225.6(b)(1) may result in a denied application for the 2023 SFSP year. The State Agency's deadline for submitting applications was April 30, 2023! The State Agency has continued to work with existing and new sponsors to complete applications; however, any applications that are not complete by June 15th will be **denied**.

Additional IMPORTANT information:

- After July 15, 2023, you will no longer be allowed to add new sites or increase your meals.
- The Institution's 2023 SFSP Application must be approved prior to the start of the meal service date. Please ensure the SNP System states "Approved/Amended". Any meals served prior to approval of your application will not be reimbursed.
- SFSP sites located in rural counties may participate in the Non-Congregate Meal Service. See the link below to determine if you are in a rural county (<https://www.fns.usda.gov/sfsp/rural-designation>). If you wish to participate in the Rural "Pocket" located in Metro County, you must contact your Application Coordinator.
 - Rural "Pocket" site(s) must be verified and approved by USDA prior to your first meal claim.
- SFSP Final Rules are now in place! Please click on the link below to view the complete SFSP Final Rule:
 - [Streamlining Requirements and Improving Integrity in the SFSP Final Rule - Comparison Table | Food and Nutrition Service \(usda.gov\)](#)

If you have questions/concerns, please do not hesitate to contact your Application Coordinator.

Linda Pippins, 501.320.8971
Linda.F.Pippins@dhs.arkansas.gov

Sandra West, 501.320.8969
Sandra.West@dhs.arkansas.gov

Louise Fenton, 501.396.6361
Louise.Fenton@dhs.arkansas.gov

Aurora Blake, 501.320.6403
Aurora.Blake@dhs.arkansas.gov

Robert Majors, 501.396.6121
Robert.Majors@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 **2023 Mass Alerts**.