



Division of Child Care and Early Childhood Education



P.O. Box 1437, Slot S140 · Little Rock, AR 72203-1437
501-682-8590 · Fax: 501-683-6060 · TDD: 501-682-1550

MEMORANDUM

TO: ALL 2019 SFSP PARTICIPANTS
FROM: DCCECE / HNU
DATE: APRIL 18, 2019
SUBJECT: 2019 SFSP APPLICATION URGENT DEADLINE ALERT

The following is an urgent notice regarding the 2019 Summer Food Service Program:

You only have 12 days left to submit your application for SFSP. The deadline is April 30, 2019 by close of business. Any application that is submitted after the deadline will not be approved, thus you will not receive any reimbursements throughout the entire length of your summer program.

Currently there are almost 70 applications in Pending Submission. If your application is still in pending submission at close of business on April 30, 2019 your application will be DENIED. In order to get your application to Pending Approval you have to successfully click on the "Submit Application to SNP" button at the bottom of your application checklist. If successful, you will receive an alert that your application has been successfully submitted to SNP. Your application status will change to "Pending Approval" and at the bottom of your checklist it will the date and time that you submitted your application.

Please check the status of your application immediately. If your application is "Approved/Amended" you have completed the application process and you are ready to start your summer feeding program for 2019. If your application is in "Pending Approval" you have not been approved by your coordinator. Contact your coordinator immediately to find out what you need to do to complete your application. If your application is in "Pending Submission" your application has not even reached the point to being reviewed and you are at severe risk of having your application denied at the deadline.

If you have yet to open your 2019 SFSP application, time is running out. For those institutions that choose to submit their application at the last minute run the risk of not having your application processed in a timely manner. If your application is not submitted by the deadline, it will be denied. Thank you for your attention to this very important matter.

Please keep this memo on file for quick and easy reference. A copy is also available on the resource library under HNP Mass Alerts. If you have any questions regarding this memo, please contact your Program Specialist at: 501-682-8869.