

FEBRUARY 24, 1998

SUBJECT: Summer Food Service Program Policy Memorandum #2-98:  
Availability of School and Census Eligibility Data

TO: Regional Directors  
All Regions  
Summer Food Service Program

The purpose of this memorandum is to strongly encourage State agencies to provide Summer Food Service Program (SFSP) sponsors with school and census eligibility data as early as possible so that the information is useful when determining areas of eligibility.

During a recent conference call with regional SFSP stag it was suggested that State agencies provide free and reduced-price school enrollment information and census eligibility data to sponsors, as well as other interested advocate groups during sponsor training. If these data are unavailable at the time of training, or if supplemented with additional data after training, State agencies should transmit the necessary information to sponsors as expeditiously as possible. All State agencies have copies of the "special tabulation" of census block group data which this office provided in early 1994. In addition, since most State agencies administering SFSP also administer the Child and Adult Care Food Program (CACFP), many will also have free and reduced-price enrollment information as a result of having implemented the new family day care home "tiering" requirements. States will have the option of using the free and reduced-price enrollment information for the month that was used when determining CACFP day care home tiering classifications or using the most recent month's information available.

Providing this type of information during training sessions or as soon thereafter as possible will help to ensure that sponsors have prompt access to all available information for purposes of determining site eligibility. By providing this information to their sponsors early in the year, State agencies will minimize sponsor burdens in determining eligibility. If sponsors need further guidance, they should contact their State agency.

If you have any questions concerning this memorandum, please contact Norma Ball or Ed Morawetz at (703) 305-2621.

/ORIGINAL SIGNED/

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