

TDA is proud to partner with schools and community organizations that are providing children with continued access to healthy meals while displaced from schools and childcare due to the ongoing COVID-19 public health emergency. These dedicated schools and organizations are providing meals in innovative ways that allow meals to be taken off-site and consumed elsewhere, thereby allowing for social distancing. This whitepaper illustrates the options for service and the flexibilities currently available to operators of the Seamless Summer Option (SSO), Summer Food Service Program (SFSP), Child and Adult Care Food Program (CACFP), National School Lunch Program (NSLP), and School Breakfast Program.

**NOTE:** *Every school and organization serving meals during this unprecedented time depends on the support of the participating families to ensure the program is reaching the children who depend on these meals during the school year. Successfully using these strategies will be helpful to ensure program resources and services are sustainable for the entire duration that schools and childcare centers and homes must remain closed.*

## **Summer Food Service Program / Seamless Summer Option Site, Service, and Flexibility Options**

### **Available Service Sites**

#### ***Open Sites***

- **Must** operate in an area in which 50% of the children are eligible for free or reduced-price meals
- An open site may be:
  - A static pickup location offering Grab-N-Go service
  - A delivery route offering home delivery of meals to children whose parents have consented to home delivery
- Before approval:
  - The site must indicate in its site application the method of meal delivery.
  - The site will be evaluated to ensure it is not providing duplicate service.

#### ***Closed Enrolled Site***

- Available option for schools or facilities located in areas in which fewer than 50% of the children are eligible for free or reduce-price meals
- To be approved, a closed enrolled site **must** maintain a roster of children to be served AND at least 50% of the children on the roster must be income eligible for free or reduced-price meals.
  - All children on the roster are served and claimed for free.
  - A child **not** on the roster will be served for free, and the meal will be an allowable expense, but **the meal cannot be claimed**.

### **Meal Pattern and Service**

- SFSP sites must operate the SFSP meal pattern. SSO sites will use the NSLP meal pattern.
- Per a Nationwide Waiver, if a meal component becomes unavailable due to supply shortage, a site may submit to TDA a request for a meal pattern waiver.
- Per a Nationwide Waiver, meal service time regulations have been waived; a site must document times in its site application.
- A maximum of two meals per day may be served at one time to a child (lunch and supper is not an allowable combo when operating SFSP or SSO).  
**NOTE:** If a site is approved to operate CACFP At-Risk or NSLP Afterschool Care in addition to SFSP or SSO, it may offer additional meals, claimed under one of those programs.
- With an approved distribution plan, sites may deliver up to a week's worth of food in one box (2 meals per day x 5 days).

## Parent-only Pickup Flexibility

Per a Nationwide Waiver, USDA has recognized that under the current circumstances, parents may need to pick up meals for their children without the children present. A site must submit to TDA a request for a No Child Present for Pickup Waiver. The following are options for how that would work at Open Sites and Closed Enrolled Sites.

### *Open Sites*

In order to ensure program integrity, TDA is requiring one of the following items be presented at meal pickup:

- Official Letter/email from school listing children enrolled
- Individual student report cards
- Attendance record from parent portal of school website
- Birth certificate for children not in school
- Student ID cards

### *Closed Enrolled Site*

Parents of an enrolled student at a closed enrolled site (child must be listed on the roster) may pick up meals without the child present if they provide one of the items listed above.

**Any meal provided to a parent for a child not enrolled in the closed enrolled site may not be claimed for reimbursement.**

**NOTE: Any meal served to a parent without a child present should be documented, to be reported to TDA.**

## Child and Adult Care Food Program (Child Care Center, Day Care Homes, Adult Day Cares) Site, Service, and Flexibility Options

### Site Closures

- If a site has been shut down, the site may issue Grab-N-Go meals or implement a home delivery service
  - Site application will need to be updated to indicate method of meal delivery.
  - Only children enrolled at that site may be served.
  - A site must submit to TDA a Non-Congregate Feeding Intake Form.
- If the site remains open, non-congregate options such as home delivery and Grab-N-Go will not be allowable.
- **At this time, multi-day meal service on a single day has not yet been approved by USDA.**

## Meal Pattern and Service

- CACFP sites must operate the CACFP meal pattern.
- Per a Nationwide Waiver, if a meal component becomes unavailable due to supply shortage, a site may submit to TDA a request for a meal pattern waiver.
- Per a Nationwide Waiver, meal service time regulations have been waived; a site must document times in its site application.

## Parent-only Pickup Flexibility

A parent may pick up a meal for a child at a CACFP site if:

- The child is enrolled at the site.
- The parent presents one of the following items at meal pickup:
  - Official Letter/email from school listing children enrolled
  - Individual student report cards
  - Attendance record from parent portal of school website
  - Birth certificate for children not in school
  - Student ID cards

**NOTE: Any meal served to a parent without a child present should be documented, to be reported to TDA. CACFP institutions may use their normal parent/guardian validation process. A site must submit to TDA a request for a No Child Present for Pickup Waiver.**

## Afterschool Care Programs (CACFP At-Risk and NSLP Afterschool Care Program)

Both CACFP At-Risk and NSLP ACSP sites must adhere to the respective regulations of their programs but have been granted the following flexibilities:

- Per a Nationwide Waiver, sites are no longer required to provide enrichment activities.
- Per a Nationwide Waiver, if a meal component becomes unavailable due to supply shortage, sites may submit to TDA a request for a meal pattern waiver.
- Sites may offer non-congregate Grab-N-Go service:
  - Site application will need to be updated to indicate method of meal delivery
  - **At this time, CACFP At-Risk operators may only serve one day's meals to a student at one time as multi-day delivery has not yet been approved by USDA. NSLP ASCP may do multi-day delivery.**
- Per a Nationwide Waiver, meal service time regulations have been waived; a site must document times in its site application.
- Parent pickup without a child present will only be allowed if the parent presents one of the following items at meal pickup:
  - Official Letter/email from school listing children enrolled

- Individual student report cards
- Attendance record from parent portal of school website
- Birth certificate for children not in school
- Student ID cards

**NOTE: Any meal served to a parent without a child present should be documented, to be reported to TDA.**

### **National School Lunch Program/School Breakfast Program Site, Service, and Flexibility Options**

#### **Site Closures**

- If a school has been shut down but is providing distance learning, it may implement a Grab-N-Go service that adheres to the NSLP and/or SBP meal pattern.
  - Site application will need to be updated to indicate method of meal delivery.
  - If the site is not at the school, a new site application will need to be created.
  - Only children enrolled at that site may be served.
- The site must be able to operate a system that allows for payment of meals, when applicable.
- Multi-day delivery for NSLP/SBP is allowed for schools operating distance learning.
- Per a Nationwide Waiver, in the event that a meal component becomes unavailable due to supply shortage, a site may submit to TDA a request for a meal pattern waiver.
- Per a Nationwide Waiver, meal service time regulations have been waived; a site must document times in its site application.

#### **Parent-only Pickup Flexibility**

A parent may pick up a meal for a child at an NSLP/SBP site if:

- The child is enrolled at the school.
- The parent presents one of the following items at meal pickup:
  - Official Letter/email from school listing children enrolled
  - Individual student report cards
  - Attendance record from parent portal of school website
  - Birth certificate for children not in school
  - Student ID cards
- A site must submit to TDA a request for a No Child Present for Pickup waiver.