

TEXAS POLICY

In Texas, organizations that contract directly with Texas Department of Agriculture's USDA federally funded nutrition programs are called Contracting Entities or CEs. The Summer Food Service Program (SFSP) is identified as a nutrition program and, as such, sponsors are considered CEs.

Food Production Records

7 Code of Federal Regulations (CFR) 225.15(b)(4) states "Sponsors shall plan for and prepare or order meals on the basis of participation trends with the objective of providing only one meal per child at each meal service. Records of participation and of preparation or ordering of meals shall be maintained to demonstrate positive action toward meeting this objective."

To comply with the above regulation, TDA requires CEs to maintain daily food production records for each meal prepared or ordered. Daily food production records must show that the quantity of each prepared component was adequate for each meal served (including any second meals) and contained the minimum of each required component.

A sample food production record titled *Daily Menu Production Worksheet* can be found on www.summerfood.org and selecting "Summer Feeding Administration and Forms."

If you have any questions, please contact your Food and Nutrition Community Operations office.