Did you participate in Farm to Summer this year by serving locally grown produce or visiting a local farm as part of your programming?

Be on the lookout for an upcoming survey to let us know if you did!

Preparing for an SFSP Administrative Review

Your field consultant will contact you to schedule your review. Below is a list of documents needed to prepare for the review.

- Site approval and information sheet for each site
- Media release
- Sponsor/Site agreement forms
- Documentation of training which includes topics, attendees and dates (Civil Rights-online and staff training, Program Requirements, OVS where applicable)
- Health department inspection reports and letter to the Health Department notifying operation of SFSP.
- Meal Count Sheets for each day in operation for each meal type (Breakfast, Lunch, Snack, etc.)
- Proof that meals are being counted properly and categorized correctly (i.e. second meals and adult meals)
- Count of how many meals were prepared and how many are left over for each day
- Inventory records and controls
- Delivery receipts (from food vendors)
Payroll records (Administrative and Operating Staff)
Purchase invoices
Site monitoring records for pre-operational visit, site visit (1st week), site review (4 week) as applicable
Racial/Ethnic forms for each site (as performed by site monitors)
Menu records showing portion sizes of each food item (including production records, if used)
Food Safety documentation (i.e., temp logs for foods)
Bank statements (including statements from months the program is not in operation)
Bid documents or informal quotes of major food purchases
USDA foods records (formerly commodities, if applicable)
Food Service Management Company agreement (if applicable)
Records from the previous 3 years of operation (If applicable)

Signage

Don’t forget to save your SFSP signage for next year! There is not a guarantee that funds will be available to provide yard signs again next year!

SON Ministries

A summer feeding program site in Linton IN, operated by a SFSP sponsor, SON Ministries, piloted a new Farm to Summer initiative this summer.

The summer garden plot, under the direction of Mallory Rickbeil, Purdue Extension Community Wellness Coordinator, aimed to teach kids the benefits of gardening and growing local food.
In conjunction with the SFSP meal service, the gardening program met every Thursday from noon to 1 p.m. at the East Shelter House in Linton City Park. Kids thoroughly enjoyed getting their fingers dirty while learning more about gardening.

Wabash City Schools

Check out this cool sign advertising the Wabash City Schools SFSP site at Ronan United Methodist Church.
School City of Hammond had a great kickoff event themed “Eat Healthy- Play Safe!” with a focus on bike safety, water safety and bus safety.

Great job on incorporating these life-saving reminders into a fun summer event!
Michigan City

Michigan City hosted their summer kickoff event on June 3rd. In attendance was the Michigan City Fire Department with the Edith House, which is a makeup of a regular house where kids go in and a fire is simulated with smoke and the kids get directions in what to do; the Michigan City Police Department doing demonstrations with their K-9 dogs; a clown named Nettie Belle doing balloon animals and face-painting; and the high school cheerleaders interacting with the students. The meal was hot dogs, chips, apple and juice. A great time was had by all!

MSD Warren County

MSD of Warren County is new to SFSP but started their program in a big way. The sponsor operates two open sites in collaboration with their county parks program, allowing them to feed children enrolled in the parks program as well as the general public. Their program runs June 6th - July 29th and they serve both breakfast and lunch.

On their first day of operation the school corporation planned a kickoff with many activities involving local celebrities. A Williamsport native was in attendance to put on a Silly Safari show involving different types of animals. The sponsor also had old-fashioned picnic games set up and run by the Superintendent, Assistant Superintendent, and a local sheriff’s deputy. Additional activities included a bounce house and face painting. For lunch, MSD of Warren County Food Service Director, Chelsey Fink planned a barbecue lunch including grilled hot dogs and hamburgers with all the fixings, baked beans, chips, fresh fruits, and milk. They served a whopping 153 children at their kickoff lunch! Congratulations Chelsey and staff on a successful kickoff!
John Glenn School Corporation

John Glenn School Corp introduced Weber Wednesdays this summer with great success! Each Wednesday was a cookout with a different grill master each week. Looks like they had a good time and a great turnout!

This institution is an equal opportunity provider.