



Summer Food Service Program

TOPIC:	Summer Food Service Program
DATE:	March 24-25, 2020
TARGET AUDIENCE:	Prospective New Summer Food Service Program (SFSP) Sponsors
LOCATION:	LSU Pennington Biomedical Research Center Pennington Conference Center – Room 326 6400 Perkins Road Baton Rouge, LA 70808

Tuesday, March 24, 2020

		Learning Topic Codes**	CE Hours*
8:00 am – 8:30 am	Registration		
8:30 am – 9:00 am	SFSP General Program Information		
9:00 am – 10:30 am	USDA Foods/Commodities Program	1170, 2000	0.50
	LA Women, Infants, and Children (WIC) Program	1320	0.25
	LA Dept. of Health / Office of Public Health	2200, 2600	0.75
10:30 am – 10:45 am	Break		
10:45 am – 11:30 am	SFSP Sponsor Responsibilities	3200, 3300	0.75
11:30 am – 12:00 pm	Planning Your SFSP	3200, 3300, 4000	0.50
12:00 pm – 12:30 pm	Lunch		
12:30 pm – 2:00 pm	Planning Your SFSP Meal Service	1100, 1120	1.50
2:00 pm – 3:00 pm	Providing Reimbursable Meals	1100, 1150	1.00
3:00 pm – 3:15 pm	Break		
3:15 pm – 4:15 pm	Documenting Your SFSP	2000, 3000	1.00
4:15 pm – 4:30 pm	Questions and Answers		

Agenda is subject to change

Wednesday, March 25, 2020

		Learning Topic Codes**	CE Hours*
8:00 am – 8:30 am	Sign-In		
8:30 am – 10:30 am	Procurement	3200, 3300	2.00
10:30 am – 10:45 am	Break		
10:45 – 11:15 am	Preparing Entre Application – New Sponsors	3200	0.50
11:15 am – 12:00 pm	Preparing Online Application – New and Returning Sponsors	3200	0.75
12:00 pm – 1:00 pm	Lunch		
1:00 pm – 1:30 pm	Amending Your Program	3200	0.50
1:30 pm – 2:00 pm	Claims for Reimbursement	3300	0.50
2:00 pm – 2:30 pm	Civil Rights	3000, 3430	0.50
2:30 pm – 3:15 pm	Sponsor Reviews and Appealable Actions	3000	0.75
3:15 pm – 3:30 pm	CNP Website Changes and Important Topics	3000	0.25
3:30 pm – 4:30 pm	Questions and Answers		

***Total Continuing Education (CE) Hours: 11.75**

****Learning Topic Codes:** 1100 Menu Planning, 1120 Plan Cycle Menus, 1150 Analyze Menus, 1170 Plan for Effective Use of USDA Foods, 1320 Understand General Nutrition Concepts, 2000 Operations, 2200 Serving Food, 2600 Food Safety and HACCP Training, 3000 Administration, 3200 Program Management, 3300 Financial Management, 3430 Develop Employee Training Plans and Tracking, 4000 Communication and Marketing

Resource:

Administrative Guidance for Sponsors: https://fns-prod.azureedge.net/sites/default/files/sfsp/SFSP_Admin_Guide_Sept2016.pdf

Agency Monitoring Guide: <https://fns-prod.azureedge.net/sites/default/files/sfsp/SFSP-State%20Agency%20Guide%202017-RELEASE.pdf>

Sponsor Monitor's Guide: <https://fns-prod.azureedge.net/sites/default/files/sfsp/SFSPSponsorMonitorsGuide2017.pdf>

Nutrition Guidance for Sponsors: https://fns-prod.azureedge.net/sites/default/files/sfsp/USDA_SFSP_NutritionGuide.pdf

Site Supervisor's Guide: https://fns-prod.azureedge.net/sites/default/files/sfsp/SFSP-Supervisor%20Guide%202017_RELEASE.pdf

SFSP 01-2019 Memo: [http://cnp.doe.louisiana.gov/DNAMemos/SFSP/Memos/2019/SFS-19-09%20\(SFSP01-2019\)%20Summer%20Food%20Service%20Program%20Memoranda%20Rescission.pdf](http://cnp.doe.louisiana.gov/DNAMemos/SFSP/Memos/2019/SFS-19-09%20(SFSP01-2019)%20Summer%20Food%20Service%20Program%20Memoranda%20Rescission.pdf)