

Seamless Summer Option (SSO)



This institution is an equal opportunity provider.

Good afternoon. Welcome to the 25-26 Seamless Summer Option (SSO) training.

Seamless Summer Option (SSO)

This program enables SFAs to provide free summer meals in low income areas during the traditional summer vacation periods.

- Available to School Food Authorities (SFAs).
- For SFAs with year-round schools, SSO participation may be granted during school vacation periods that are longer than 10 days.
- Designed to encourage more SFAs to provide meals during summer and other school vacation periods.
- This option combines features of the National School Lunch Program (NSLP), School Breakfast Program (SBP), and Summer Food Service Program (SFSP).
- Under SSO, meals are reimbursed at the free NSLP/SBP rates.



School Food Authorities participating in the National School Lunch or School Breakfast Program are eligible to apply for the Seamless Summer Option.

In this option, SFAs continue the same meal service rules and claiming procedures used during the regular school year. Meals are reimbursed at the free rates for school lunches and school breakfasts, which are slightly lower than the Summer Food Service Program rates. It has less paperwork, making it easier for schools to feed children during the traditional summer vacation periods and, for year-round schools, long school vacation periods. It is designed to encourage more SFAs to provide meals during summer and other school vacation periods. It enables SFAs to provide free summer meals in low income areas during the traditional summer vacation periods.

What Site Types are available under the SSO?

- Site eligibility requirements for the SSO are the same as for the Summer Food Service Program (SFSP)
- The site types may be offered at schools or non-school facilities, as well as parks or other outdoor locations and mobile feeding sites.

Site Types:

- Open
- Restricted Open
- Closed Enrolled
- Camps
- Migrant



Sites types available under SSO include:

- Open
- Restricted Open
- Closed Enrolled
- Camps
- Migrant

Site eligibility requirements for the SSO are the same as for the Summer Food Service Program (SFSP).

Under what conditions can the SSO be offered at “Non-School” sites?



- With state agency approval, SFAs may sponsor non-school feeding sites.
- When SFAs administer the NSLP or SBP



Can the SSO be Offered at “Non-School” Sites?

The answer is Yes. With state agency approval, SFAs may sponsor non-school feeding sites.

Only SFAs that administer the NSLP or SBP may sponsor the SSO.

Overview of Site Types

1. Open Sites
2. Restricted Open Sites
3. Closed Enrolled Sites
4. Camp Sites
5. Migrant Sites



We will now discuss the difference site types.

SITE TYPES

Open Sites:

- Serves all children age 18 and under, on a first come, first-served basis
- Site eligibility is primarily established through use of school data (area eligibility)
 - *If the site is located within an area where at least 50 percent of the children are certified eligible for free or reduced price school meals, SSO meals may be served to eligible children free of charge (and reimbursed at the NSLP/SBP free rate).*



Open sites serves all children age 18 and under on a first come, first serve basis. Site eligibility is primarily established through use of school data (area eligibility). If the site is located within an area where at least 50 percent of the children are certified eligible for free or reduced price school meals, SSO meals may be served to eligible children free of charge (and reimbursed at the NSLP/SBP free rate).

SITE TYPES

Restricted Open Sites:

- Serve children age 18 and under, on a first come, first-served basis.
- Attendance at these sites is **limited** for reasons of security, safety, or control.
- Site eligibility is established in the same manner as **open sites**, with the same NSLP/SBP reimbursement rates applied.



Restricted open sites also serve children age 18 and under on a first come, first-served basis.

Site eligibility is established in the same manner as open sites, with the same NSLP/SBP reimbursement rates applied.

Attendance at these sites is limited for reasons of security, safety, or control.

SITE TYPES

Closed Enrolled Sites:

- Serves only an identified group of children through age 18 who are participating in a specific program or activity.
- This excludes academic summer schools.
- Meals are reimbursed for all children in attendance at the appropriate NSLP or SBP free rates when:
 - At least 50% of the children enrolled at the site are approved for Free or Reduced- price school meals
 - OR –
 - Documentation indicates that the site is located within the geographical boundaries of a school attendance area where at least 50% of the children are approved for Free or Reduced price school meals.



Closed enrolled sites serves only an identified group of children through age 18 who are participating in a specific program or activity.

This excludes academic summer school.

Meals are reimbursed for all children in attendance at the appropriate NSLP or SBP free rates when:

- At least 50% of the children enrolled at the site are approved for Free (F) or Reduced (price school meals
- OR –
- Documentation indicates that the site is located within the geographical boundaries of a school attendance area where at least 50% of the children are approved for Free or Reduced price school meals.

SITE TYPES

Camp Sites:

- May be residential or non-residential (day camp)
- Must offer regularly scheduled food service as part of an organized program for enrolled children
- Eligibility must be established for each enrolled child and **eligibility status may be determined by:**
 - Information obtained from their schools
 - Applications submitted and approved by the sponsoring school or SFA
 - By direct certification conducted by the sponsoring school or SFA
- Area eligibility cannot be used to establish campsite eligibility under SSO
- Meals are reimbursed at the appropriate NSLP or SBP free rates for eligible children
- Meals served to ineligible children are not reimbursed; camps may charge ineligible children for meals.



Camp sites may be a residential or non-residential (day camp).

Camp sites must offer regularly scheduled food service as part of an organized program for enrolled children.

The eligibility must be established for each enrolled child.

Each child's eligibility status may be determined by:

- Information obtained from their schools,
- Applications submitted and approved by the sponsoring school or SFA, or
- By direct certification conducted by the sponsoring school or SFA.

Area eligibility cannot be used to establish campsite eligibility under SSO.

Meals are reimbursed at the appropriate NSLP or SBP free rates for eligible children.

Meals served to ineligible children are not reimbursed; camps may charge ineligible children for meals.

SITE TYPES

Migrant Sites:

- Primarily serves **children of migrant families** through the age of 18, as certified (in writing) by a migrant coordinator.
- Sites determined eligible based on information from migrant organizations are subject to annual redetermination
- Meals are reimbursed for all children in attendance at the appropriate NSLP or SBP free rates.



Migrant Sites primarily serve children of migrant families through the age of 18, as certified (in writing) by a migrant coordinator. Sites determined eligible based on information from migrant organizations are subject to annual redetermination. Meals are reimbursed for all children in attendance at the appropriate NSLP or SBP free rates.

Determining Area Eligibility

What if the site's own school data does not meet the 50 percent F/R eligibility criteria?

- When determining area eligibility for a school site, if the school does not have 50 percent or more of enrolled children eligible for free or reduced price meals, the sponsor can look at other schools in the same area in order to qualify their site.
- Therefore, **area eligibility** can be established through use of a school site's own data or by use of another school site's data that is in the same geographic boundaries of a school attendance area.



What if the site's own school data does not meet the 50 percent F/R eligibility criteria?

Area eligibility can be established through use of a school site's own data or by use of another school site's data that is in the same geographic boundaries of a school attendance area.

If the school does not have 50 percent or more of enrolled children eligible for free or reduced price meals, the sponsor can look at other schools in the same area in order to qualify their site.

SFAs Applying for the SSO

- Must be able to demonstrate administrative capability and financial viability to properly operate the meal service during school vacation periods.

Previous participation in the SFSP is not a requirement for sponsor participation in the SSO.



SFAs must be able to demonstrate administrative capability and financial viability to properly operate the meal service during school vacation periods.
Previous participation in the SFSP is not a requirement for sponsor participation in the SSO.

The Application Process

- Submitted annually by the SFA through the online CNP website (<http://cnp.doe.louisiana.gov>); Log-in is required
- The application is available under the green “School Food Service” tab under the subheading “Seamless Waiver”.
- One application is to be completed (and submitted for approval) for each SSO participating site. There is no sponsor-level application with the SSO as seen with the SFSP application.
- When possible, all facility applications should be submitted together in one single application submission.



The SSO waiver is submitted annually through the CNP website.

The application is under the green School Food Service tab under the subheading Seamless Waiver.

One application is completed for each participating site. Unlike SFSP, there is no sponsor level application.

If possible, all facility applications should be submitted together in one single submission.

The Application Process

- When the sponsor first accesses the “Seamless Waiver” tab, a listing of all currently approved school sites will display.
- For sites that will participate, the sponsor must place a check mark next to the site (“Site Participation” column), and then click the save button.
 - This allows for the edit button to appear enabling the sponsor to complete the corresponding site(s) application.

SEAMLESS WAIVER APPLICATION				
ZZZ Sponsor Center Revision: 0.1 Program Year: 2026 Status: Unsubmitted				
Revision Number	Status	Decision Date	Effective Dates	Action
0	Unsubmitted		-	Edit
Site Selection List		Manage Calendars	Review & Submit	Print this Page
<input type="button" value="Select All Sites"/> <input type="button" value="Save Selections"/>				
Choose School/Facility:				
School/Facility	Summary			
<input checked="" type="checkbox"/> ZZZ Elementary School [ZZZZ] 4534 Tom Drive, Baton Rouge East Baton Rouge	BRK 6:30A-7:30 LUNCH 9A-11 05/25/26 - 06/30/26 26 day(s)			Edit
<input checked="" type="checkbox"/> ZZZ Site #2 [ZZZZ1] 459 West Avenue, Lafayette Lafayette	BRK 7:30A-8:30 LUNCH 10A-11 05/25/26 - 06/30/26 26 day(s)			Edit
<p>Note: If you uncheck a previously selected site, you will lose all the information entered for that site.</p> <input type="button" value="Save Selections"/>				



When the sponsor first accesses the “Seamless Waiver” tab, a listing of all currently approved school sites will display.

For sites that will participate, the sponsor must place a check mark next to the site (“Site Participation” column), and then click the save button. This allows for the edit button to appear enabling the sponsor to complete the corresponding site(s) application.

The Application Process

- In this screenshot, the sponsor has placed a checkmark next to both (2) NSLP-approved sites and clicked the “save” button.
 - This allows for edit access to both facility applications.

SEAMLESS WAIVER APPLICATION

ZZZ Sponsor Center Revision: 0 | Program Year: 2026 Status: Unsubmitted

Revision Number	Status	Decision Date	Effective Dates	Action
0	Unsubmitted		-	Edit

[Site Selection List](#) [Manage Calendars](#) [Review & Submit](#) [Print this Page](#)

[Select All Sites](#) [Save Selections](#)

Choose School/Facility:

School/Facility	Summary	
<input checked="" type="checkbox"/> ZZZ Elementary School [ZZZZ] 4534 Tom Drive, Baton Rouge East Baton Rouge	BRK 6:30A-7:30 LUNCH 9A-11 05/25/26 - 06/30/26 26 day(s)	Edit
<input checked="" type="checkbox"/> ZZZ Site #2 [ZZZ1] 459 West Avenue, Lafayette Lafayette	BRK 7:30A-8:30 LUNCH 10A-11 05/25/26 - 06/30/26 26 day(s)	Edit

Note: If you uncheck a previously selected site, you will lose all the information entered for that site.

[Save Selections](#)



In this screenshot, the sponsor has placed a checkmark next to both (2) NSLP-approved sites and clicked the “save” button. This allows for edit access to both facility applications.

The Application Process

Each facility application captures seven (7) data elements, as follows:

1. Cooking Facility Location
2. Number of Operating Days
3. Start and End Date
4. Site Type (1 of 5 Options)
 - a. This section also contains the site's F/R Eligibility Percentage and provides the sponsor with the opportunity to select an area eligible site if the sites' own data does not qualify it for free meals
5. Indication of how meals will be advertised to the community
6. Additional data for closed-enrolled sites
7. Meal Participation Data



Each facility application captures eight (7) data elements, as follows:

1. Cooking facility location - as indicated by the sponsor,
2. Number of operating days,
3. Start and End date,
4. Site Type (one of five options)- as indicated by the sponsor this section also contains the site's F/R Eligibility Percentage and provides the sponsor with the opportunity to select an area eligible site if the sites' own data does not qualify it for free meals. Based on the site type selected, the sponsor will be prompt to answer additional questions.
5. The sponsor will Indicate how meals will be advertised to the community when selecting all site types except for camps. This question is N/A for Camp sites.
6. The sponsor will indicate Additional data for closed-enrolled sites (parts a through g). If the site is not closed-enrolled, then this area is N/A.
7. The sponsor will indicate the Meal Participation Data. This section mirrors the meal participation section contained in the Schedule A form for schools.

The Application Process

Seamless Site Information			
1. Choose the Central Kitchen Site:			
If this is a site to which meals/snacks are delivered, or if this site is part of a multi-unit situation, choose the site of the central kitchen where the certified manager is located. Otherwise, choose this current selected site name.			
ZZZ Site #2 [459 West Avenue, Lafayette] [Site Code: ZZZZ1] ▼			
2. Number of Operating Days	26	Adjusted in Calendar Management	
3. Start Date	5/26/2025	End Date	6/30/2025
4. Choose the Site type:			
<input checked="" type="radio"/> Open <input type="radio"/> Restricted Open <input type="radio"/> Closed Enrolled			
<input type="radio"/> Migrant <input type="radio"/> Camp			
Select an Area Eligible Site... ▼			



Question #1

The sponsor will select- from the dropdown box the site location where meals are being prepared.



Question #2 & #3

The number of operating days is pre-populated from the Calendar Management tool.



Question #4

The sponsor will indicate the type of site it will offer.



Question #1: Select the central kitchen site from the drop down list. The central kitchen site is the foodservice site where food is prepared at a facility and is then delivered to a meal serving site(s) at a place other than the preparation site.

Question #2 and 3: The number of operating days is pre-populated from the Calendar Management tab. The SFA will click on the Adjusted in Calendar Management tool to build the calendar and make adjustments to the calendar. The **start date** should be the first day of the SSO Program for SY 2025-26. The **end date** should be no later than June 30, 2026. Both of these dates are pre-populated from the Calendar Management tool.

- Question #4: The sponsor will indicate the type of site it will offer.

The Application Process

4. Choose the Site type:

Open Restricted Open Closed Enrolled

Migrant Camp

Please explain why restricting attendance on the basis of security, safety, or control.

Select an Area Eligible Site...

Question #4

If **Restricted Open** is selected, the sponsor will need to explain why restricting attendance on the basis of security, safety, or control is needed. Also, the indication of how meals will be advertised to the community-as indicated by the sponsor- is needed.



If Restricted Open is selected, the sponsor will need to explain why restricting attendance on the basis of security, safety, or control is needed. When selecting a Restricted Open site, indication of how meals will be advertised to the community-as indicated by the sponsor is needed.

The Application Process

4. Choose the Site type:

Open Restricted Open Closed Enrolled
 Migrant Camp

Please indicate type of camp: Residential Non-residential (day camp)

For Non-residential camps, provide a brief description of the organized program for participating children:

Please provide an explanation of why sponsoring camps instead of establishing other, more conventional SSO sites:

Source of documentation for individual children's eligibility:

From their regular schools
 Applications submitted to site and approved by sponsoring school or LEA
 A combination of both sources

Certify that the camp will only claim reimbursement for children who are eligible for free or reduced priced meals.

Select an Area Eligible Site...

Question #4

If **Camp** is selected, additional questions will appear and the sponsor will be prompted to answer the questions in this section.



- If selecting a Camp site, the sponsor will be prompt to answer the questions in this section. If not a camp site, then this area will not show.

The Application Process

6. If the site is Closed Enrolled, answer the following:

a. Identify data used to qualify each site (school or census data in eligible areas, income eligibility applications in other areas)

Less than 250 Characters

b. Explain why the SFA is sponsoring Closed sites

Less than 250 Characters

c. Projected Free/Reduced Percentage

d. Projected Total Enrollment

e. Enrollment Eligibility Certification

Certify that at least 50% of the enrollment is eligible for Free/Reduced meals or the site is area eligible.

f. Area Eligible Sites

g. Not an Academic Summer School Certification

Certify that this site is not an academic summer school.

f. Area Eligible Sites

Question #6

Parts a through g will need to be completed if the site is a closed-enrolled site. Please contact LDOE Division of Nutrition Support if you are unsure of how to proceed.



- Question #6 Additional data for closed-enrolled sites (parts a through g) – as indicated by the sponsor. If the site is not closed-enrolled, then this area is N/A.

The Application Process

7. Meal Participation

Click on the checkboxes below to select the Child Nutrition (CN) programs this site anticipates participating in for the upcoming school year (2025-2026). Enter the number of students to be served that meal and select the time the meal starts. If this site has multiple meal shifts, be sure to input that information in Shift 1, 2 and/or 3. If this site does not have multiple shifts, enter your data in Shift 1. If this site is eligible to participate in Severe Need Breakfast Program the checkbox will be enabled, otherwise it is disabled and cannot be selected.

Meal Types	Shift	Estimated Students to be Served	Meal Start	Meal End	Collection Procedure <small>Adjust Here</small>
<input checked="" type="checkbox"/> School Breakfast <input type="checkbox"/> Severe Need Breakfast (SN) N/A (Site is not eligible for Severe Need Breakfast)	1	<input type="text" value="100"/>	<input type="text" value="6:30 AM"/>	<input type="text" value="7:30 AM"/>	<input type="text" value="Breakfast38"/>
	2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input checked="" type="checkbox"/> School Lunch	1	<input type="text" value="200"/>	<input type="text" value="9:00 AM"/>	<input type="text" value="11:00 AM"/>	<input type="text" value="Lunch29"/>
	2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Snack	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Supper	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Question #7

As seen in the School Food Service (SFS) Annual Application, the sponsor will

- Indicate which meals will be served under the SSO
- Provide an estimated number of students to be served per meal
- Include shift start time(s)



Question #7 Meal Participation Data- as indicated by the sponsor this section mirrors the meal participation section contained in the Schedule A form for schools. The SFA will need to adjust the times needed for the SSO meal service times. Indicate which meals will be served under the SSO, provide an estimated number of students to be served per meal, and include shift start time(s).

The Application Process

SEAMLESS WAIVER APPLICATION

ZZZ Sponsor Center Revision: 0 | Program Year: 2026 Status: Unsubmitted

Revision Number	Status	Decision Date	Effective Dates	Action
0	Unsubmitted		-	Edit

Site Selection List
Manage Calendars
Review & Submit
Print this Page

Choose School/Facility:

	School/Facility	Revision Number	Status	Decision Date	Effective Dates	Action
<input checked="" type="checkbox"/>	ZZZ Elementary School [ZZZZ] 4534 Tom Drive, Baton Rouge East Baton Rouge	0	Unsubmitted		-	Edit
<input checked="" type="checkbox"/>	ZZZ Site #2 [ZZZZ1] 459 West Avenue, Lafayette Lafayette					

This seamless waiver is ready for submission

This seamless waiver may be submitted.

I certify that all the information on this seamless waiver is true and correct.

To submit for approval: the sponsor will need to ensure that all applications are complete, correct, and that appropriate site applications have been checked.



To submit for approval, the sponsor will need to ensure that all applications are complete, correct and that the appropriate site applications have been checked.

The Application Process

Revision Number	Status	Decision Date	Effective Dates	Action
0	Unsubmitted		-	Edit

[Site Selection List](#)
[Manage Calendars](#)
[Review & Submit](#)
[Print this Page](#)

This seamless waiver is ready for submission
 This seamless waiver may be submitted.

I certify that all the information on this seamless waiver is true and correct.

SEAMLESS WAIVER FORM

ZZZ Sponsor (Test Sponsor) Revision: 0 | Program Year: 2026 Status: Submitted for Approval

Revision Number	Status	Decision Date	Effective Dates	Action
0	Submitted for Approval		-	View

Note: You are currently authorized to view but not Edit

Choose School Facility:

Site Participation	School/Facility	Site Code	Address	Parish	Action
<input checked="" type="checkbox"/>	ZZZ Elementary School	ZZZZ	4534 Tom Drive, Baton Rouge	East Baton Rouge	View

- Once the submit button has been selected, if there are no errors in the forms, the following screen will display.
- If the sponsor then clicks “back” on the seamless waiver, the status will reflect “submitted for approval” now, rather than “unsubmitted” as previously seen.

SSO due dates will be aligned with SFSP due dates

- If possible, please submit by mid-April
- If plans are not finalized by then, please submit as soon as possible



Once the submit button has been selected, if there are no errors in the forms, the following screen will display. If the sponsor then clicks back on the seamless waiver, the status will reflect “submitted for approval” now, rather than unsubmitted as previously seen.

The Calendar for SSO

- Sponsors operating the SSO **beyond June 30th** must submit **two sets of SSO applications** in order to receive approval for both program years when operations occur
- The SSO follows the same calendar year as **the NSLP/SBP academic school year (SY)**.
- The academic SY calendar is **July 1st through June 30th**
- Therefore, if a sponsor intends to offer the SSO **beyond June 30th**, **a new application must be submitted** for each site planning to operate in the month of July (since this reflects a new SY).



The academic school year is July 1st - June 30th. Therefore, if the sponsor will operate SSO beyond June 30th, the sponsor will need to submit a new SSO application for sites operating in July.

You must submit two SSO applications in order to be approved to operate SSO in both program years (June and July).

Complete Applications

- If your planned program will extend into the month of **July**, please be prepared to **complete the online SFS application** for the new year as early as possible.
- As a reminder, the online SFS application consists of:
 - Schedule A
 - Policy Checklist
 - Collection Officials
 - Collection Procedures
 - Income and Expense Report



If you do plan to operate into July, please be prepared to complete the SFS application for the new program year as early as possible.

The online SFS application consists of:

Schedule A

Policy Checklist

Collection Officials

Collection Procedures

Income and Expense Report

Reimbursement for SSO Meals

For sites that normally receive additional reimbursement due to SN breakfast and/or menu certification (performance based reimbursement), these rates will continue to be provided during the SSO.

Sponsors participating in the SSO in the month of May and/or June will receive the current SY reimbursements.

Sponsors participating in the SSO in the month of July and/or August will receive the new school year reimbursement.



If the site normally receives Severe Needs Breakfast or menu certification (performance based reimbursement) then these rates will continue during SSO operations. During the months of May and June, sponsors will receive the current SY reimbursement rates. During the month of July, sponsors will receive the new SY reimbursement rates.

Monitoring and Documentation of Meals

Monitoring of SSO sites:

Each year, SFAs are required to review each SSO site at least once during its operation. The SFA must review the site's compliance with meal counting, claiming, menu planning, and food safety requirements.

Documentation of Meals:

As set forth in the NSLP and SBP Federal Regulations (at 7 CFR 210.10(a)(3) and 220.8(a)(3)), schools must keep production records and menu records for the meals they produce, including those offered under the SSO. Keep in mind that the SSO is an extension of the NSLP and SBP offered during the SY.



SFAs are required to review each SSO site at least once during the operation for compliance with meal counting, claiming, menu planning, and food safety requirements. SFAs must also keep production records and menu records for the meals they produce during the SSO operation as SSO is an extension of the NSLP and SBP offered during the SY.

The SSO Meal Pattern

- Unlike the SFSP (where SFA sponsors are provided flexibility on use of meal pattern under the SSO), **SFAs *must continue to offer menus that are in compliance with the current NSLP and/or SBP meal pattern requirements.***
- Most SSO sponsors continue to offer the same menus as provided during the SY.
- **The OVS option is still *required* for high-school grades for lunch.**
 - However, it is optional for all other grade levels at lunch and is optional for all at breakfast.



SFAs must continue to offer the menus that are in compliance with the current SBP and NSLP meal pattern requirements. This is different from SFSP that provides flexibility in meal pattern.

Most sponsors choose to continue to offer the same menus they provide during the SY. OVS is still a requirement for high schools grade levels for lunch. It is optional for all other grade levels at lunch and optional for all grade levels at breakfast.

The SSO Meal Times

Unlike the SFSP- where there are significant meal time flexibilities, there are **designated meal period time frames for SSO sites.**

- **For breakfast**, per 7 CFR 220.2(b), meal service must occur in the morning hours. The meal shall be served at or close to the beginning of the child's day at school.
- **For lunch**, per 7 CFR 210.10(f), meal service must occur between the hours of 10:00 AM and 2:00 PM.



For SSO, there are designated meal period time frames.

Breakfast meal service must occur in the morning hours close to the beginning of the day.

Lunch meal service must occur between the hours of 10:00 AM and 2:00 PM.

Counting and Claiming of SSO Meals

- Like with any Child Nutrition Program (CNP) offered by the sponsor, an accurate **Point of Service (POS)** *must* be provided for each meal service offered.
- SFAs participating in the SSO often continue to **utilize the same POS methods used during the SY** as to continue the same processes that staff are familiar with.
 - However, there is the option to **utilize manual processes**, should the SFA choose (i.e. hash mark sheets, rosters, etc.). Due to area eligibility, children receive free meals through the SSO.



Point of Service **must** be provided for each meal service. SFAs participating in the SSO often continue to utilize the same POS methods used during the SY as to continue the same processes that staff are familiar with. However, there is the option to utilize manual processes, should the SFA choose (i.e. hash mark sheets, rosters, etc.). Due to area eligibility, children receive free meals through the SSO.

Counting and Claiming of SSO Meals

- Claims for **reimbursement** are filed through the **CNP website**, as done throughout the usual academic SY.
 - The same claiming process is done under the green SFS tab. Users will access the claims feature that they normally do for NSLP/SBP.
- SSO meal count data will be **reported under separate line items** in the claim.
 - SSO meal data appears in light green shading and, once entered, is displayed below the SFS line items in the same color.



The same claiming process is completed for SSO as done throughout the academic school year. However, the SSO meal count data is reported under a separate line item. The SSO data will appear in light green and displayed below the SFS line items.

Counting and Claiming of SSO Meals

For each site, the following is reported per claim period:

- Max # free eligibles
- #operating days
- Total # reimbursable meals served, by type, for the claim period
- Other Meals (meals not claimed) - i.e. programs and non program adult meals

Ex: An approved SSO site

SCHOOLS	RED ELIG	FREE ELIG	PAID ELIG	ADA	NUMBER OF STUDENT MEALS								
					MEAL TYPE	NO. DAYS	ADP	RED	FREE	PAID	TOTAL MEALS CLAIMED	OTHER MEALS (MEALS NOT CLAIMED)	
Florien High School [043004]	0	0	0		✓ LUNCH	0		0	0	0	0	0	0
					✗ BREAKFAST								
					✓ SN BREAKFAST	0		0	0	0	0	0	
					✗ SNACK								
					✓ Free SNACK	0		0		0	0	0	
					✓ LUNCH	16	48	0	763	0	763	16	
					✗ BREAKFAST								
					✓ SN BREAKFAST	16	48	0	763	0	763	16	
					✗ SNACK								
					✗ Free SNACK								
✗ SUPPER													
View													
View comments	0	75	0	48									



On this slide is an example of how it is displayed on the claims page. For each site, the following is reported per claim period:

- Max # free eligibles
- #operating days
- Total # reimbursable meals served, by type, for the claim period
- Other Meals (meals not claimed) - i.e. programs and non program adult meals

Counting and Claiming of SSO Meals

- The **same claim deadlines** apply for SSO claims as for any other CNP claims filed.
- Sponsors should aim to **submit claims by the 10th of the month** following the claim period.
- The **final deadline** to submit is the **60th calendar day** following the claim period.



The same claim deadlines apply for SSO claims as for any other CNP claims filed.

Sponsors should aim to submit claims by the 10th of the month following the claim period.

The final deadline to submit is the 60th calendar day following the claim period.

SSO Administrative Reviews

- Participating sponsors must receive a **SSO review** from the state agency no less than **once every 5 years**.
- **Reviews of the SSO** occur when the SSO is in operation (**during the summer months**). During the onsite portion of the review, SA staff will observe meal service at one (or more) sites.
- USDA Food and Nutrition Services (FNS) requires that SSO sponsors receive their SSO review in either the summer immediately preceding or the summer immediately following their scheduled SFS Administrative Review (AR).
- The SSO Review Instruments can be found on the CNP website under SFS Forms Administrative Review Forms.



State agencies must conduct administrative reviews of all school food authorities participating in the Seamless Summer Option at least once during a 5-year review cycle.

Reviews of the SSO occur when the SSO is in operation (during the summer months). During the onsite portion of the review, SA staff will observe meal service at one (or more) sites.

USDA Food and Nutrition Services (FNS) requires that SSO sponsors receive their SSO review in either the summer immediately preceding or the summer immediately following their scheduled SFS Administrative Review (AR).

Amending the SSO Program

If changes occur to the approved SSO program, [sponsors must notify the State Agency](#).

Examples include, but are not limited to:

- Early site closure(s) or extensions to the program
- Change in meal service time(s)
- Addition/deletion of a meal type

Changes to the approved program are communicated through [online application amendments](#).



If changes occur to the approved program, sponsors must notify the SA.

Examples include, but are not limited to:

- Early site closure(s) or extensions to the program
- Change in meal service time(s)
- Addition/deletion of a meal type

Changes to the approved SSO program are communicated through online application amendments.

Additional Resources

<https://www.fns.usda.gov/summer/sso>

<https://www.fns.usda.gov/cn/2017-edition-questions-and-answers-national-school-lunch-programs-seamless-summer-option>

<https://www.fns.usda.gov/summer/comparison-programs>

<https://www.fns.usda.gov/summer/options>



Here are some additional USDA resources about summer meals.

<https://www.fns.usda.gov/summer/sso>

<https://www.fns.usda.gov/cn/2017-edition-questions-and-answers-national-school-lunch-programs-seamless-summer-option>

<https://www.fns.usda.gov/summer/comparison-programs>

<https://www.fns.usda.gov/summer/options>