



Community Organization (CO) Requirements for Operating SFSP from Sept 2020-Dec 2020

This flowchart is specific to operators of the Summer Food Service Program (SFSP), a federally assisted meal program administered by ADE from the United States Department of Agriculture (USDA).

STEP 1

Existing COs may begin operating SFSP!

Existing COs may begin operating SFSP immediately. Prior approval is not required to begin program operations.

NOTE: Only existing COs may operate SFSP for the remainder of 2020. ADE will not be approving new COs for SFSP during this time.

STEP 2

Submit SFSP CNPWeb Application(s) and Budget

Existing COs may submit their SFSP CNPWeb Applications at any time between September 26, 2020 and December 31, 2020.

COs are required to submit SFSP CNPWeb applications and budgets for each fiscal year during which they operate SFSP (the SFSP fiscal year begins October 1 and ends on September 30).

- **FY20 SFSP CNPWeb Application:** required if you operate SFSP from July 2020 through September 2020
- **FY21 SFSP CNPWeb Application:** required if you operate SFSP from October 2020 through December 2020

NOTE: A Management Plan is not required for operating SFSP from July 2020 through December 2020.

STEP 3

Claim SFSP Meals

September 2020	October 2020	November 2020	December 2020
FY20 SFSP CNPWeb Application must be approved by November 29, 2020 to claim for all of September 2020.	FY21 SFSP CNPWeb Application must be approved by December 30, 2020 to claim for all of October 2020.	FY21 SFSP CNPWeb Application must be approved by January 29, 2021 to claim for all of November 2020.	FY21 SFSP CNPWeb Application must be approved by March 1, 2021 to claim for all of December 2020.