**Summer Food Service Program During Unanticipated School Closures:**

**Home Delivery in Non-eligible Locations**

When feasible, an SFA may provide meals directly to a household of free/reduced students in non-eligible areas with written consent from the household. Meals must follow the summer food service program meal pattern.

This is done by creating an ‘enrolled site’ in NEO.  Under this option, meals delivered to free and reduced eligible children are claimed under the ‘free’ category. Meals provided to any children not eligible for free/reduced meals will not be reimbursed.  SFAs may reach out to eligible households in non-qualifying areas to see if they want this service.

To establish an ‘enrolled site’:

1. Compile written requests from household. Request must include household address.
2. Validate eligibility via application and/or DC list.
3. Maintain all documentation of eligibility and meal counts.
4. Contact child nutrition staff to assist with creating a site info sheet in NEO.

This option if for SFAs only and must adhere to all federal confidentiality requirements.