Steps for Applying for Non-Congregate Service in the Summer Food Service Program

You must be an approved SFSP Sponsor in good standing to operate rural noncongregate meals.

1.Complete this online webinar (save documentation) https://www.youtube.com/watch?v=hccb8yI3zbI

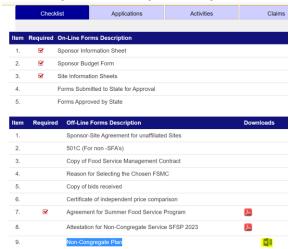
2. Sign and upload the Attestation of Compliance with Rural Non-Congregate Meal Provision (CNPweb upload)



3. Complete MS-form for validation that the proposed site is in a rural location (MS-form/email)

https://forms.office.com/Pages/ResponsePage.aspx?id=q6g_QX0gYkubzeoajy-GTpEV_Cq5udNOlg38y7emr_xUOEZKNUdBOE9PTDJJWkFRODU1QVIXTVFYSy4u

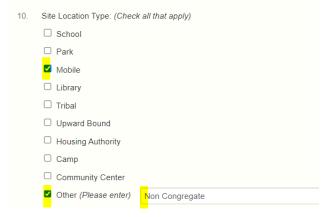
4. Complete the sponsor plan for non-congregate meals (CNPweb upload)



- One plan per non-congregate site proposed (a mobile home delivery program can be one site)
- If multiple sites/plans, combine documents into one upload for CNPweb

Site Information Sheet Adjustments- CNPweb

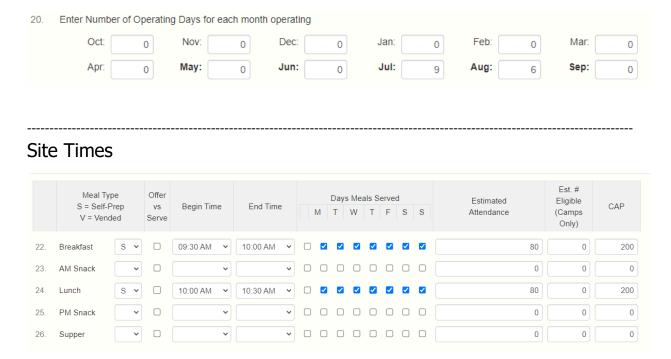
- For non-congregate site info sheets: #10 on the site info sheet Mobile Site; this allows the Sponsor to indicate Meal service times close together. (Breakfast can end at 10AM and lunch can start at 10AM)
- And under #10 "other" site type write "non-congregate"



#20 Operating Days

 For each month of operating, indicate the number days you are providing for

This may be different from the number days you plan to be physically serving meals



- If serving more than one meal at a time run the site times together
- Indicate on "Days Meals Served" the days you are providing meals for

Am I Approved?

Child Nutrition will review the complete application packet including:

- Rural status (MS Form)
- Non-congregate Attestation (CNPweb application checklist)
- Non-Congregate Plan for Each Site (CNPweb application checklist)
- Site Information Sheet (CNPweb application)

When notified by SFSP staff of approval, non-congregate services are approved.