



Karen Augusto <kaugusto@westportschools.org>

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## Fwd: SFSP Renewal Application Approved (03-331-SF-322)

1 message

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Thomas Aubin <taubin@westportschools.org>

Thu, Jul 15, 2021 at 9:03 AM

To: Karen Augusto <kaugusto@westportschools.org>

Cc: Michelle Rapoza <mrapoza@westportschools.org>

For our records.

----- Forwarded message -----

From: <Nutrition\_no-reply@doe.mass.edu>

Date: Thu, Jul 15, 2021 at 9:02 AM

Subject: SFSP Renewal Application Approved (03-331-SF-322)

To: <taubin@westportschools.org>, <mrapoza@westportschools.org>

PLEASE DO NOT REPLY TO THIS EMAIL. Please keep a copy of this email on file with your program records as this is the formal notification of program approval and YOU WILL NOT RECEIVE ANY OTHER MAILING REGARDING THIS APPROVAL.

Your fiscal year 2021 renewal application for participation in the Summer Food Service Program has been approved. Your agreement number is 03-331-SF-322. Please include this Sponsor Agreement Number in the subject line in all correspondence.

The program is approved from 06/01/2021 to 09/30/2021, for the approved sites reimbursement at the Low administrative rate. Program reimbursements issued equal the total of assigned reimbursement rates times the actual number of meals served. Program management and operation shall be consistent with regulation 7CFR Part 225, as previously provided, and as outlined in Program handbooks. Program handbooks are available in the Online Document Library.

Amendments, including changes in site operations, must be processed through the security portal. Our subsequent approval will assure that eligibility for reimbursement is maintained.

Sponsor reimbursement claims are entered via the online application. A login and password are required to access the Department's Security Portal to enter claim reimbursement information as well as to access forms in the Online Document Library. A monthly reimbursement claim must be submitted online no later than 60 days after the last day of the month covered by the claim. A final claim for the program must be submitted no later than 60 days after the last day of operation.

If you have any questions or need assistance, please feel free to contact Kristen Torres at 781-338-6453 or Kristen.Torres@mass.gov. Thank you for your participation in the Summer Food Service Program, making much needed meals available to many children in your community.