

# APPENDIX A-1 ONLINE SURVEY SCREEN SHOTS

## SITE SURVEY SCREEN SHOTS

The screenshot shows a web browser window with the following content:

- Browser Tab:** [SURVEY PREVIEW MODE] Summer Food Service Program Participant Characteristics Study Site Survey - Google Chrome
- Address Bar:** SurveyMonkey, Inc [US] https://www.surveymonkey.com/s.aspx?PREVIEW\_MODE=DO\_NOT\_USE\_THIS\_LINK\_FOR\_COLLECTION&sm=yrMoLN8hL1imJ4kiqDyjft3%2f5xyBqbZlw8XE3
- Logos:** USDA and OPTIMAL SOLUTIONS GROUP LLC
- Section Header:** Summer Food Service Program Participant Characteristics Study Site Survey
- Main Text:**

The U.S. Department of Agriculture's (USDA) Food and Nutrition Service (FNS) partnered with Optimal Solutions Group, LLC to conduct an evaluation of the **Summer Meals Programs** that includes both the Summer Food Service Program (SFSP) and the Seamless Summer Option (SSO). The main objectives of the evaluation are to describe the characteristics of service providers, to examine program operations, and to identify factors affecting sponsors, sites, and children's participation in the program. Your responses will be kept confidential, will be combined with those from other program sites, and will not be reported separately. Your participation in this survey is very important and will help to evaluate and improve the Summer Meals Programs.
- OMB Information:**

OMB Control No.:0584-NEW  
Expiration Date: xx/xx/xxxx
- Public Reporting Burden:**

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-xxx\*). Do not return the completed form to this address.
- Navigation:** A "Next" button is centered on the page.
- Footer:** Powered by SurveyMonkey. Check out our [sample surveys](#) and create your own now!



## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*1. What is your site type? (Check one)**

- Open site (meals are available to all children in an area in which at least 50% of the children are eligible for free and reduced-price school meals)
- Restricted open site (open to all children but sponsors limit attendance for security, safety, or control reasons)
- Closed enrolled site (meals are available to a specific group of children who enroll in an organized activity program if at least 50% of children qualify for free and reduced-price meals)
- Camp (meals are offered along with organized activities for enrolled participants)
- National Youth Sports Program (NYSP)
- Migrant site (primarily serves children of migrant workers)
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*2. What is the setting of your site? (Check one)**

- Mobile feeding site (vehicles transport meals to children at multiple locations in rural areas)
- Homeless Shelter
- School
- Library
- Church
- Young Men's Christian Association (YMCA)
- Other religious organization
- Playground/park
- Recreation center
- Community centers
- Housing project
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

\*3. Is your site in an urban, suburban, or rural area?

- Urban
- Suburban
- Rural
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### Copy of page: ADMINISTRATIVE PROCEDURES

**\*4. Is your site an outdoors site? Outdoors sites usually serve meals outdoors, except in bad weather.**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*5. Does the site provide transportation for children?**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*6. On a typical day, approximately what percent of children use transportation provided by the site?**

% OF CHILDREN

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*7. Do participants pay extra for the transportation or is it included in the cost of the program? (Check one)**

- Pay extra
- Included in cost
- Free/Volunteered
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*8. Does your site have a security guard?**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

\*9. For how many summers, including this summer, has the Summer Meals Programs operated at your site?

# OF SUMMERS

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*10. How many paid and volunteer staff work on the Summer Meals Programs at your site?**

**Please include all on-site staff who prepare or serve food to children or provide supervision during meals.**

# PAID STAFF MEMBERS

# VOLUNTEER STAFF MEMBERS

If more than 350, enter number of paid staff and number of volunteer staff



## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*11. Which of the following major tasks do site staff perform when administering the Summer Meals Programs? (Check all that apply)**

- Promoting, advertising, publicizing, and expanding the program
- Transporting children
- Purchasing and/or transporting food
- Preparing/cooking food
- Managing vendors
- Monitoring food safety and quality
- Monitoring health and safety regulations
- Assisting with site activities other than serving meals
- Keeping records or documentation (meal count sheets, menus, production records)
- Monitoring administrative, operating and other costs
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*11. Which of the following major tasks do site staff perform when administering the Summer Meals Programs? (Check all that apply)**

- Promoting, advertising, publicizing, and expanding the program
- Transporting children
- Purchasing and/or transporting food
- Preparing/cooking food
- Managing vendors
- Monitoring food safety and quality
- Monitoring health and safety regulations
- Assisting with site activities other than serving meals
- Keeping records or documentation (meal count sheets, menus, production records)
- Monitoring administrative, operating and other costs
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*12. In addition to the Summer Meals Programs, does your site currently participate in any other nutrition programs?**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

\*13. Does your site offer adult feeding programs?

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

\*14. Does your site offer paid meals option?

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

\*15. On what date did you first begin serving summer meals this summer?

START DATE      MM    DD    YYYY  
                   /  /

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

\*16. On what date do you expect to stop serving summer meals this summer?

MM DD YYYY  
END DATE  /  /

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*17. On which days of the week is your site in operation? (Check all that apply)**

- Monday through Friday
- Monday - Sunday/ Every day of the week
- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*18. What is your site's normal daily starting time (when children first begin arriving)?**

Please provide the earliest start time for any activity provided by the site, not just for meals.

START TIME      HH   MM   AM/PM  
6 : 00   AM

**\*19. What is your site's normal daily closing time?**

This is the closing time for all activities provided by the site, not just for meals.

END TIME      HH   MM   AM/PM  
10 : 00   PM

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## Summer Food Service Program Participant Characteristics Study Site Survey

### ADMINISTRATIVE PROCEDURES

**\*20. At what time is the first meal served at your site?**

FIRST MEAL TIME      HH   MM   AM/PM  
 :  -

**\*21. At what time is the last meal served at your site?**

LAST MEAL TIME      HH   MM   AM/PM  
 :  -



### Summer Food Service Program Participant Characteristics Study Site Survey

#### MEALS PROVIDED

**\*22. Approximately how many meals are served to children on a typical day?**

**If a type is not served, record "0"**

Breakfast # served	<input type="text"/>
Morning snack # served	<input type="text"/>
Lunch # served	<input type="text"/>
Afternoon snack # served	<input type="text"/>
Supper # served	<input type="text"/>
Evening snack # served	<input type="text"/>
Other (record type of meal and # served)	<input type="text"/>
Don't know	<input type="text"/>
N/A	<input type="text"/>



## Summer Food Service Program Participant Characteristics Study Site Survey

### MEALS PROVIDED

**\*23. Is the food you serve prepared on-site or does a vendor or other off-site provider deliver it? (Check one)**

- Prepared on-site by sponsor
- Prepared at central kitchen by sponsor
- Purchased from school food authority
- Delivered by private vendor
- Delivered from off-site, don't know by whom
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### MEALS PROVIDED

**\*24. What types of food do the meals usually contain? (Check all that apply)**

- Meat or meat alternatives
- Eggs
- Vegetables
- Fruits
- Bread or bread alternatives (cookies, crackers, rolls)
- Cereal
- Milk
- Yogurt
- Cheese
- Mixed dish (pizza, sandwich, corn dog, hamburger, soup)
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### MEALS PROVIDED

**\*25. Which of the following food-safety measures are taken at your site? (Check all that apply)**

- On-site facilities for hand washing and/or hand-sanitizing are available
- Gloves are available for staff who handle food
- Gloves are required for staff who handle food
- On-site refrigerator is available
- On-site cooler/thermos is available
- On-site freezer is available
- On-site stove or kitchen is available
- Cold food is transported in a refrigerated vehicle
- Cold food is transported in a cooler in a non-refrigerated vehicle
- Meals are served within the safety required time frames
- Meals are checked for quality
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### TRAINING RECEIVED

**\*26. What kind of organization is your sponsor? (Check one)**

- Public school
- Private school
- School food authority (SFA)
- State government agency
- County government agency
- Local or municipal government agency
- Residential camp
- National Youth Sports Program (NYSP)
- Other private, non-profit organization
- Tribal organization
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### TRAINING RECEIVED

**\*27. Who provided Summer Meals Programs training to site staff? (Check all that apply)**

- Your sponsor
- The site's program director
- Other staff at your site
- The state agency
- Someone from a food or nutrition advocacy group
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study Site Survey

#### TRAINING RECEIVED

**\*28. How helpful was the training you or your staff received about the following topics? (Select the response button for each training topic received)**

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't know	N/A
Sponsor monitoring of sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State and Food and Nutrition Services' monitoring of sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meal count records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Record keeping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Site violations and deficiencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health regulations, food safety, or sanitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Menu planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vendor management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Promoting, advertising, publicizing, and expanding the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROMOTION AND PUBLICITY ACTIVITIES

**\*29. Does your site's staff promote, publicize, or advertise the site?**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROMOTION AND PUBLICITY ACTIVITIES

**\*30. Does your site work with any other organizations to publicize, improve, or implement the Summer Meals Programs or to increase children's attendance?**

- YES
- NO
- Don't know
- N/A

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### Summer Food Service Program Participant Characteristics Study Site Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

\*31. What kinds of assistance did the following organizations provide?

Select the response button for each type of assistance provided by the organizations. (Check all that apply)

	Publicize and advertise	Increase funding	Implement or improve program	Recruit sponsors	Recruit sites	Increase children's attendance	Other	N/A
U.S. Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U.S. Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WIC, SNAP, or other nutrition programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other federal government agencies, departments, or programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other State agencies or departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local government, departments, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools or school districts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community-based organizations, coalitions, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nutrition or anti-hunger advocacy groups or food banks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Media	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>							

32. If you answered "Other federal government agencies, departments, or programs" above, please specify:

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WIC, SNAP, or other nutrition programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other federal government agencies, departments, or programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other State agencies or departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local government, departments, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools or school districts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community-based organizations, coalitions, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nutrition or anti-hunger advocacy groups or food banks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Media	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>							

32. If you answered "Other federal government agencies, departments, or programs" above, please specify:

33. If you answered "Local government, departments, or groups" above, please specify:

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### Summer Food Service Program Participant Characteristics Study Site Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

**\*34. How helpful are the following activities in increasing children's attendance at the site? (Select the response button for each activity that you do)**

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't know	N/A
Recruiting volunteers or staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Securing additional funds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finding food service vendors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increasing the number of days the site is open during the summer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extending the hours of operation during the day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improving the quality or selection of meals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improving the program (provide or improve activities besides meals)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing earlier, later, or additional meals (breakfast, snacks, supper)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROMOTION AND PUBLICITY ACTIVITIES

**\*35. How helpful are the following promotion and publicity activities in increasing children's attendance at the site?**

(Select the response button for each activity that you do)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't know	N/A
Sending public mailings (letters, newsletters, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using public service announcements (in television, radio, newspapers, magazines)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holding special events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using websites, webinars, or web ads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting door-to-door/home visits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contacting families at WIC clinics, camps, other programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

**36. For each outreach/program activity that was scored as Not At All Helpful, please explain why this outreach/program activity did not increase children's participation.**

Sending public mailings (letters, newsletters, brochures)	<input type="text"/>
Using public service announcements (in television, radio, newspapers, magazines)	<input type="text"/>
Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="text"/>
Holding special events	<input type="text"/>
Using a toll-free number/hotline	<input type="text"/>
Using websites, webinars, or web ads	<input type="text"/>

[SURVEY PREVIEW MODE] Summer Food Service Program Participant Characteristics Study Site Survey - Google Chrome

SurveyMonkey, Inc [US] https://www.surveymonkey.com/s.aspx?PREVIEW\_MODE=DO\_NOT\_USE\_THIS\_LINK\_FOR\_COLLECTION&sm=yrMoLN8hL1imJ4kiqDyjft

Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holding special events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using websites, webinars, or web ads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting door-to-door/home visits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contacting families at WIC clinics, camps, other programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

**36. For each outreach/program activity that was scored as Not At All Helpful, please explain why this outreach/program activity did not increase children's participation.**

Sending public mailings (letters, newsletters, brochures)

Using public service announcements (in television, radio, newspapers, magazines)

Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)

Holding special events

Using a toll-free number/hotline

Using websites, webinars, or web ads

Conducting door-to-door/home visits

Contacting families at WIC clinics, camps, other programs

Working with other organizations

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROGRAM PARTICIPATION

\*37. Approximately how many children are served on a typical day at this site?

# OF CHILDREN

If more than 400, enter number of children:

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROGRAM PARTICIPATION

**\*38. Approximately how many children are served on a day with the lowest attendance?**

# OF CHILDREN

If more than 400, enter number of children:

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### Summer Food Service Program Participant Characteristics Study Site Survey

#### PROGRAM PARTICIPATION

\*39. On a typical day, what percentage of children attending the site are...

	% OF CHILDREN
Pre-schoolers	4%
Elementary age (Grades K-5)	4%
Middle school or junior high age (Grades 6-8)	4%
High school age (Grades 9-12)	6%

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROGRAM PARTICIPATION

\*40. On a typical day, what percent of children attending the site are...

	% OF CHILDREN
Female	<input type="text"/>
Male	<input type="text"/>

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### Summer Food Service Program Participant Characteristics Study Site Survey

#### PROGRAM PARTICIPATION

\*41. On a typical day, what percent of children attending the site are...

	% OF CHILDREN
Hispanic	<input type="text"/>
African-American or Black, but not Hispanic	<input type="text"/>
White, but not Hispanic	<input type="text"/>
American Indian or Alaskan Native	<input type="text"/>
Asian or Pacific Islander	<input type="text"/>
Other (please specify and include %)	<input type="text"/>

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROGRAM PARTICIPATION

**\*42. What are the problems or barriers that your site experiences in expanding the program beyond summer months? (Check all that apply)**

- Insufficient promotion or publicity
- Insufficient funding
- Insufficient reimbursement rates
- Insufficient staff or volunteers
- Competing programs, other local alternatives
- Insufficient assistance from state office
- Insufficient assistance from sponsor
- Insufficient assistance from schools or school districts
- Insufficient assistance from other organizations
- Problems with vendors
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROGRAM PARTICIPATION

**\*43. What are the problems that your site experiences in increasing children's attendance? (Check all that apply)**

- Limited capacity, enrollment limits
- Insufficient promotion or publicity
- Insufficient funding
- Insufficient staff or volunteers
- Sites are not open long enough
- Transportation problems or distance of children from site(s)
- Lack of sites where children live
- Security/safety concerns at sites
- Inadequate supervision of children
- Inadequate facilities (lack of space, no air-conditioning)
- Insufficient activities in conjunction with meals
- Poor variety of food offered
- Poor quality of food
- Attendance is not required, children want to stay home
- Embarrassment, stigma, or lack of motivation among children and/or parents/caregivers
- Children attending alternate programs
- Difficulty with health, safety, or sanitation requirements
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROGRAM PARTICIPATION

**\*44. Does your site offer any activities other than serving meals to children?**

- YES
- NO
- Don't know
- N/A

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### Summer Food Service Program Participant Characteristics Study Site Survey

#### PROGRAM PARTICIPATION

\*45. How much did the following activities increase children's attendance?

(Select the button for each activity that you offer)

	Not at all	A little	Somewhat	Fairly	Very	Don't Know	N/A
Arts and crafts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing arts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational/instructional activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organized games or sports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervised free play	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsupervised free play	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervised child care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Swimming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Off-site field trips	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Counseling, therapy, social skills development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multicultural activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey

### PROGRAM PARTICIPATION

**\*46. Does your site use additional sources of funding to pay for these activities?**

- YES
- NO
- Don't know
- N/A

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### Summer Food Service Program Participant Characteristics Study Site Survey

#### PROGRAM PARTICIPATION

47. Which of the following additional sources of funding does your site use? (Check all that apply)

- Own funds
- Sponsor's funds
- Parent organization/affiliation funds
- Federal government funds
- State government funds
- Local government funds
- Donations/volunteers
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Site Survey



THANK YOU FOR COMPLETING THE SURVEY

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# SPONSOR SURVEY SCREENSHOTS

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

The U.S. Department of Agriculture's (USDA) Food and Nutrition Service (FNS) partnered with Optimal Solutions Group, LLC to conduct an evaluation of the **Summer Meals Programs** that includes both the Summer Food Service Program (SFSP) and the Seamless Summer Option (SSO). The main objectives of the evaluation are to describe the characteristics of service providers, to examine program operations, and to identify factors affecting sponsors, sites, and children's participation in the program. Your responses will be kept confidential, will be combined with those from other sponsors, and will not be reported separately. Your participation in this survey is very important and will help to evaluate and improve the Summer Meals Programs.

OMB Control No.:0584-NEW  
Expiration Date: xx/xx/xxxx

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-xxxx\*). Do not return the completed form to this address.

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### ADMINISTRATIVE PROCEDURES

**\*1. What type of sponsor organization are you? (Check one)**

- Public school
- Private school
- School food authority (SFA)
- State government agency
- County government agency
- Local or municipal government agency
- Residential camp
- National Youth Sports Program (NYSP)
- Other private, non-profit organization
- Tribal organization
- Don't know
- N/A
- Other (please specify)



## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### ADMINISTRATIVE PROCEDURES

**\*2. For how many summers, including this summer, have you sponsored the Summer Meals Programs?**

# OF SUMMERS SPONSORED

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### ADMINISTRATIVE PROCEDURES

\*3. On what date did you begin meal service for Summer Meals Programs this summer?

START DATE      MM    DD    YYYY  
                   /  /

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey



### ADMINISTRATIVE PROCEDURES

**\*4. One what date did you stop meal service for Summer Meals Programs this summer? If meal service is still ongoing, on what date do you expect to stop meal service this summer?**

END DATE                      MM    DD    YYYY  
    /  /

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**Summer Food Service Program Participant Characteristics Study  
Sponsor Survey**

**ADMINISTRATIVE PROCEDURES**

**\*5. Which of the following major tasks do you perform in administering the Summer Meals Programs? (Check all that apply)**

- Promoting, publicizing, and expanding the program
- Recruiting site personnel
- Conducting formal training of site staff
- Providing technical assistance to sites
- Performing administrative reviews and monitoring sites
- Arranging meal service (storing, transporting food)
- Preparing meals
- Processing meal claims
- Managing vendors
- Conducting health and food safety inspections
- Transporting children
- Dealing with eligibility issues, documentation, and application processing
- Monitoring administrative, operating, and other costs and reimbursements functions
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### ADMINISTRATIVE PROCEDURES

6. If you are a public school, private school, or school food authority (SFA), does your organization currently participate in the Seamless Summer Option (SSO)?

- YES
- NO
- Not applicable
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### ADMINISTRATIVE PROCEDURES

7. If you are a public school, private school, or school food authority (SFA), what are the reasons why your organization participates in the Seamless Summer Option (SSO)?

Specify:

- Not applicable
- Don't know
- N/A
- Specify:

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### ADMINISTRATIVE PROCEDURES

**\*9. In addition to the Summer Meals Programs, does your organization currently participate in any other nutrition programs?**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### ADMINISTRATIVE PROCEDURES

**\*10. In which nutrition programs does your organization participate? (Check all that apply)**

- National School Lunch Program (NSLP)
- National School Breakfast Program (NSBP)
- Child and Adult Care Food Program (CACFP)
- After School Snack programs, as a component of NSLP
- Women, Infants, and Children program (WIC)
- Commodity Supplemental Food Program (CSFP)
- The Emergency Food Assistance Program (TEFAP)
- Food Distribution Program on Indian Reservation (FDPIR)
- Other adult feeding programs
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### ADMINISTRATIVE PROCEDURES

**\*11. Does your organization currently participate in any other government programs or grants that assist with administering, funding, or improving the Summer Meals Programs? For example, Housing and Urban Development (HUD) programs or USDA Rural Development Grants.**

- YES
- NO
- Don't know
- N/A
- IF YES, please specify:



## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### APPLICATION PROCEDURES

\*12. How long did it take for you or your staff to complete all of the application materials before submitting them?

# OF CALENDAR DAYS

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### APPLICATION PROCEDURES

\*13. On what date did you submit your application with the state agency?

DATE OF SUBMISSION

MM / DD / YYYY

/  /

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### APPLICATION PROCEDURES

\*14. On what date were you notified of sponsorship approval?

DATE OF APPROVAL

MM / DD / YYYY

/  /

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### APPLICATION PROCEDURES

**\*15. Did your organization receive any assistance from the state agency in completing the application, other than the initial training? (Check one)**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### APPLICATION PROCEDURES

**\*16. Overall, how satisfied are you with the application process? (Check one)**

- Very dissatisfied
- Dissatisfied
- Neither satisfied nor dissatisfied
- Satisfied
- Very satisfied
- Don't know
- N/A

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### APPLICATION PROCEDURES

\*17. How difficult was it for your organization to meet the following eligibility requirements?

(Select the response button for each application requirement that you have.)

	Not at all difficult	A little difficult	Somewhat difficult	Fairly difficult	Very difficult	Don't Know	N/A
Non-profit status	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Health and sanitation requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff qualifications	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Promotional activities plans/protocol	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Area income eligibility criteria	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Method of serving food (e.g., cooked on site, ordered through a vendor, etc)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training capabilities/protocol	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Protocol for vendor monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Administrative capabilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial capabilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
State or local special application/program requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### TRAINING RECEIVED

**\*18. How many staff members work on the Summer Meals Programs?**

Please include all people working on the Program, both those that deal with administrative functions and those involved with the daily operation of the program.

# OF STAFF MEMBERS

335

If more than 350, enter number of staff.

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### TRAINING RECEIVED

\*19. How many staff members have been through a state-run training this year?

# OF STAFF MEMBERS

If more than 350, enter number of staff.



### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### TRAINING RECEIVED

**\*20. How many state-run sponsor-training sessions did you or your staff attend for this year's Summer Meals Programs?**

# OF TRAINING SESSIONS ATTENDED



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Sponsor training or site start

Site violations and deficiencies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meal count records	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Food expenditure records	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Health regulations and health inspections	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assessment of food quality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Food purchasing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vendor management and contracts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reimbursements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sponsor monitoring of operational budgets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sponsor monitoring of administrative budgets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Final payments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advance payments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Budget certification	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Eligibility issues and documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Promotion, and publicity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Use of computer mapping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="text"/>						

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### MONITORING OF SITES

**\*22. How many Summer Meals Programs sites is your organization sponsoring this summer? Please include any sites that have already closed or have not yet opened.**

# OF SITES

If more than 350, enter number of sites:

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### MONITORING OF SITES

**\*23. How many sites sponsored by your organization are rural?**

# OF RURAL SITES

If more than 350, enter number of rural sites:

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### MONITORING OF SITES

**\*24. How many sites will be reviewed by your staff by the end of the summer?**

# OF SITES REVIEWED

If more than 350, enter number of sites reviewed:





### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### MONITORING OF SITES

**\*25. During a typical week, how many on-site reviews does your staff conduct?**

# OF WEEKLY ON-SITE REVIEWS

If more than 50, enter number of weekly on-site reviews:



## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### MONITORING OF SITES

\*26. What is the average amount of time spent on an on-site review?

Please include on-site activities and time required for travel and paperwork.

# OF HOURS

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### MONITORING OF SITES

**\*27. During on-site reviews, which of the following issues do your staff usually encounter problems with? (Check all that apply)**

- Record keeping or documents (menus, production records, staff timesheets)
- Making meal quantity adjustments
- Vendor management
- Meal count of the number of meals prepared or delivered
- Meal count of the number of meals served to children
- Operational budgets
- Administrative budgets
- Health and safety regulations
- Food safety procedures
- Food quality procedures
- The correction actions taken
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### MEALS PROVIDED

**\*28. How many meals did you serve in your peak month of operations this summer across all sites? If meals service is still ongoing, how many meals do you plan on serving in your peak month of operations this summer across all sites?**

**If a type is not served, record "0"**

Breakfast	<input type="text"/>
Morning snacks	<input type="text"/>
Lunch	<input type="text"/>
Afternoon snacks	<input type="text"/>
Supper	<input type="text"/>
Evening snacks	<input type="text"/>



### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### MEALS PROVIDED

**\*29. How many of the sites your organization sponsors provide summer meals by:**

	# OF SITES
Preparing/cooking the meals themselves	<input type="text"/>
Contracting with a private vendor to provide meals	<input type="text"/>
Contracting with a school food authority to provide meals	<input type="text"/>

Other method (specify method and # of sites):



### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### MEALS PROVIDED

30. If any of your sites primarily prepared/cooked Summer Meals themselves, how many sites did so at the following types of locations:

	# OF SITES
On site	<input type="text"/>
Off site at a central location	<input type="text"/>
It is a fairly even mix of on- and off-site preparation	<input type="text"/>
Other location (specify location type and # of sites)	<input type="text"/>

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### ADMINISTRATIVE COSTS

**\*31. What percentage of this year's reported Summer Meals Programs costs are expected to be recovered through state reimbursement?**

- Don't know
- N/A
- All/100%
- % COST REIMBURSEMENT



### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### ADMINISTRATIVE COSTS

**\*32. Which of the following additional funding sources will be used to cover the difference between your actual costs and what the state reimburses?**

- Donations/volunteers
- Internal funds
- Parent organization/affiliation funds
- Federal government funds
- State government funds
- Local government funds
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### ADMINISTRATIVE COSTS

**\*33. What percentage of these additional funds will be used to prepare, purchase, transport, and store food?**

- Don't know
- N/A
- % OF ADDITIONAL FUNDS USED ON FOOD



### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### ADMINISTRATIVE COSTS

**\*34. What percentage of state reimbursement is used to prepare, purchase, transport, and store food?**

- Don't know
- N/A
- % OF REIMBURSEMENT USED ON FOOD



## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROMOTION AND PUBLICITY ACTIVITIES

**\*35. Does your organization work with other organizations to publicize, improve, or implement the program; to find new sponsors or sites; or to increase children's attendance?**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROMOTION AND PUBLICITY ACTIVITIES

36. What kinds of assistance did the following organizations provide?

Select the response button for each type of assistance provided by the organizations. (Check all that apply)

	Publicize and advertise	Increase funding	Implement or improve program	Recruit sponsors	Recruit sites	Increase children's attendance	Other	N/A
U.S. Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U.S. Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WIC, SNAP, or other nutrition programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other federal government agencies, departments, or programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other State agencies or departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local government, departments, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools or school districts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community-based organizations, coalitions, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nutrition or anti-hunger advocacy groups or food banks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Media	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

37. If you answered "Other federal government agencies, departments, or programs" above, please specify:

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WIC, SNAP, or other nutrition programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other federal government agencies, departments, or programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other State agencies or departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local government, departments, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools or school districts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community-based organizations, coalitions, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nutrition or anti-hunger advocacy groups or food banks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Media	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>							

37. If you answered "Other federal government agencies, departments, or programs" above, please specify:

38. If you answered "Other State agencies or departments" above, please specify:

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

**\*39. How helpful are the following activities that your or your partner organizations conduct to recruit new sites?**

(Select the response button for each conducted activity)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Contact potential sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extend invitations for events or training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Present at conferences or meetings of relevant groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use public mailings (letters, newsletters, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use public service announcements (TV, radio, newspapers, magazines)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conduct public advertisement (flyers, posters, banners, signs, billboards)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use websites or webinars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

\*40. How helpful are the following activities in increasing the number of children participating in the program?

(Select the response button for each activity that you do)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Recruiting volunteers or staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Securing additional funds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finding food service vendors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recruiting/opening more sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increasing the number of days the sites are open during the summer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extending the sites' hours of operation during the day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improving the quality or selection of meals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improving the program (provide or improve activities besides meals)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing earlier, later, or additional meals (breakfast, snacks, supper)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)



## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROMOTION AND PUBLICITY ACTIVITIES

**\*41. How helpful are the following promotion and publicity activities in increasing the number of children participating in the program?**

(Select response button for each activity that you do)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Sending public mailings (letters, newsletters, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using public service announcements (in television, radio, newspapers, magazines)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holding special events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using websites, webinars, or web ads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting door-to-door/home visits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contacting families at WIC clinics, camps, other programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

**42. For each promotional activity scored as Not At All Helpful, please explain why this outreach/program activity did not increase children's participation.**

Sending public mailings (letters, newsletters, brochures)	<input type="text"/>
Using public service announcements (in television, radio, newspapers, magazines)	<input type="text"/>
Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="text"/>
Holding special events	<input type="text"/>
Using a toll-free number/hotline	<input type="text"/>
Using websites, webinars, or web ads	<input type="text"/>
Conducting door-to-door/home visits	<input type="text"/>



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Using a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using websites, webinars, or web ads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting door-to-door/home visits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contacting families at WIC clinics, camps, other programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

**42. For each promotional activity scored as Not At All Helpful, please explain why this outreach/program activity did not increase children's participation.**

Sending public mailings (letters, newsletters, brochures)	<input type="text"/>
Using public service announcements (in television, radio, newspapers, magazines)	<input type="text"/>
Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="text"/>
Holding special events	<input type="text"/>
Using a toll-free number/hotline	<input type="text"/>
Using websites, webinars, or web ads	<input type="text"/>
Conducting door-to-door/home visits	<input type="text"/>
Contacting families at WIC clinics, camps, other programs	<input type="text"/>
Working with other organizations	<input type="text"/>
Other activities identified above	<input type="text"/>

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROGRAM PARTICIPATION

**\*43. What are the problems or barriers that your organization experiences in increasing the number of sites? (Check all that apply)**

- Insufficient promotion or publicity
- Insufficient funding
- Insufficient staff or volunteers
- Excessive paperwork, application, or eligibility requirements
- Restrictive local health and safety requirements
- Area eligibility rules
- Competing programs, other local alternatives
- Problems with vendors
- Insufficient assistance from schools or school districts
- Insufficient assistance from other organizations
- Schools closed during summer
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROGRAM PARTICIPATION

**\*44. What are the problems that your organization experiences in increasing children's attendance at sites? (Check all that apply)**

- Limited capacity, enrollment limits
- Insufficient promotion or publicity
- Insufficient funding
- Insufficient staff or volunteers
- Sites are not open long enough
- Transportation problems or distance of children from site(s)
- Lack of sites where children live
- Security/safety concerns at sites
- Inadequate supervision of children
- Inadequate facilities (lack of space, no air-conditioning)
- Insufficient activities in conjunction with meals
- Poor variety of food offered
- Poor quality of food
- Attendance is not required, children want to stay home
- Embarrassment, stigma, or lack of motivation among children and/or parents/caregivers
- Children attending alternate programs
- Difficulty with health, safety, or sanitation requirements
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### PROGRAM PARTICIPATION

**\*45. What are the problems or barriers that your organization experiences in expanding the program beyond summer months? (Check all that apply)**

- Insufficient promotion or publicity
- Insufficient funding
- Insufficient reimbursement rates
- Insufficient staff or volunteers
- Insufficient number of sites
- Competing programs, other local alternatives
- Insufficient assistance from state office
- Insufficient assistance from schools or school districts
- Insufficient assistance from other organizations
- Problems with vendors
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

Copy of page: **PROGRAM PARTICIPATION**

**\*46. Do any of your sites offer activities other than serving meals to children?**

- YES
- NO
- Don't Know
- N/A

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROGRAM PARTICIPATION

\*47. How many of your sites offer activities other than serving meals to children?

# OF SITES OFFERING ACTIVITIES

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### Summer Food Service Program Participant Characteristics Study Sponsor Survey

#### PROGRAM PARTICIPATION

\*48. Overall, in the past several years, how much did the following activities increase children's attendance at sites?

(Select response button for each activity that you offer)

	Not at all	A little	Somewhat	Fairly	Very	Don't know	N/A
Arts and crafts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing arts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational/instructional activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organized games or sports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervised free play	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsupervised free play	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervised child care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Swimming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Off-site field trips	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Counseling, therapy, social skills development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multicultural activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROGRAM PARTICIPATION

**\*49. Does your organization use additional funding sources to pay for these activities?**

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

### PROGRAM PARTICIPATION

50. Which of the following additional funding sources does your organization use?  
(Check all that apply)

- Own funds
- Parent organization/affiliation funds
- Federal government funds
- State government funds
- Local government funds
- Donations/volunteers
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study Sponsor Survey

THANK YOU FOR COMPLETING THE SURVEY

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# STATE SURVEY SCREENSHOTS

The screenshot shows a web browser window with the following content:

- Browser Tab:** [SURVEY PREVIEW MODE] Summer Food Service Program Participant Characteristics Study State Administrator Survey - Google Chrome
- Address Bar:** SurveyMonkey, Inc [US] [https://www.surveymonkey.com/s.aspx?PREVIEW\\_MODE=DO\\_NOT\\_USE\\_THIS\\_LINK\\_FOR\\_COLLECTION&sm=mnAbHBvgZ7PAPfIkthndJj76%2fLfgEki5RfQ%2](https://www.surveymonkey.com/s.aspx?PREVIEW_MODE=DO_NOT_USE_THIS_LINK_FOR_COLLECTION&sm=mnAbHBvgZ7PAPfIkthndJj76%2fLfgEki5RfQ%2)
- Logos:** USDA and OPTIMAL SOLUTIONS GROUP LLC
- Section Header:** Summer Food Service Program Participant Characteristics Study State Administrator Survey
- Main Text:**

The U.S. Department of Agriculture's (USDA) Food and Nutrition Service partnered with Optimal Solutions Group, LLC to conduct an evaluation of the **Summer Meals Programs** that includes both the Summer Food Service Program (SFSP) and the Seamless Summer Option (SSO). The main objectives of the evaluation are to describe the characteristics of service providers, to examine program operations, and to identify factors affecting sponsors, sites, and children's participation in the program. Your responses will be kept confidential, will be combined with those from other states, and will not be reported separately. Your participation in this survey is very important and will help to evaluate and improve the Summer Meals Programs.
- OMB Information:**

OMB Control No.:0584-NEW  
Expiration Date: xx/xx/xxxx
- Public Reporting Burden:**

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-xxxx\*). Do not return the completed form to this address.
- Navigation:** A "Next" button is located at the bottom center of the page.



## Summer Food Service Program Participant Characteristics Study State Administrator Survey

The U.S. Department of Agriculture's (USDA) Food and Nutrition Service partnered with Optimal Solutions Group, LLC to conduct an evaluation of the **Summer Meals Programs** that includes both the Summer Food Service Program (SFSP) and the Seamless Summer Option (SSO). The main objectives of the evaluation are to describe the characteristics of service providers, to examine program operations, and to identify factors affecting sponsors, sites, and children's participation in the program. Your responses will be kept confidential, will be combined with those from other states, and will not be reported separately. Your participation in this survey is very important and will help to evaluate and improve the Summer Meals Programs.

Next



## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### ADMINISTRATIVE PROCEDURES

#### 1. What is your agency? (Check one)

- State education agency/department
- State health agency/department
- State human services agency/department
- State agriculture agency/department
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### ADMINISTRATIVE PROCEDURES

2. Which of the following major tasks does your agency perform in administering the Summer Meals Programs? (Check all that apply)

- Processing applications
- Conducting administrative reviews and monitoring of sponsors and sites
- Conducting annual training activities for sponsors and site personnel
- Providing technical assistance for sponsors and site personnel
- Managing vendors
- Reviewing and processing meal-count claims
- Conducting health, food safety, and sanitation inspections
- Conducting promotional activities to attract new sponsors
- Conducting promotional activities to attract new sites
- Conducting promotional activities to increase the number of children participating
- Don't know
- N/A
- Others (please specify)

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

3. How many sponsors are participating in the Summer Meals Programs in your State this summer?

# OF SPONSORS

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

4. How many of these sponsors are participating in the Program for the first time this summer?

# OF SPONSORS

# OF SPONSORS

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### SPONSORS

5. Indicate the number of sponsors in each of the following categories:

	# OF SPONSORS
# OF SPONSORS TERMINATED FOR CAUSE FROM THE PROGRAM	<input type="text"/>
# OF SPONSORS FOUND DEFICIENT LAST YEAR BUT <u>NOT</u> TERMINATED	<input type="text"/>
# OF SPONSORS TERMINATED FOR CONVENIENCE	<input type="text"/>
# OF SPONSORS CHANGED FROM SPONSOR TO SITE	<input type="text"/>

6. If more than 0 sponsors were terminated, why were sponsors terminated for cause? (Check all that apply)

- Owed excess advance funds
- Were seriously deficient in previous year's reviews
- Had problems with meal counts/claims records
- Had significant number of disallowed meals
- Did not comply with monitoring requirements
- Not applicable
- Don't know
- N/A
- Other (please specify)

7. If more than 0 sponsors were terminated for convenience, why were sponsors terminated for convenience? (Check all that apply)

- Not enough internal funding or financial resources
- Insufficient staff
- Problems with vendors
- Difficulties with paperwork or application process
- Poor relationship with state office
- Problems with technical assistance or training
- Poor relationships with other organizations

[SURVEY PREVIEW MODE] Summer Food Service Program Participant Characteristics Study State Administrator Survey - Google Chrome

SurveyMonkey, Inc [US] https://www.surveymonkey.com/s.aspx?PREVIEW\_MODE=DO\_NOT\_USE\_THIS\_LINK\_FOR\_COLLECTION&sm=mnAbHBvgZ7PAPfKthnd

**6. If more than 0 sponsors were terminated, why were sponsors terminated for cause? (Check all that apply)**

- Owed excess advance funds
- Were seriously deficient in previous year's reviews
- Had problems with meal counts/claims records
- Had significant number of disallowed meals
- Did not comply with monitoring requirements
- Not applicable
- Don't know
- N/A
- Other (please specify)

**7. If more than 0 sponsors were terminated for convenience, why were sponsors terminated for convenience? (Check all that apply)**

- Not enough internal funding or financial resources
- Insufficient staff
- Problems with vendors
- Difficulties with paperwork or application process
- Poor relationship with state office
- Problems with technical assistance or training
- Poor relationships with other organizations
- Inadequate reimbursement rates or cheaper to run other programs
- Competing programs or other local alternatives
- Difficulty with health and sanitation requirements
- Difficulty with site's operations (security, transportation, meal quality or selection)
- Not applicable
- Don't know
- N/A
- Other (please specify)



## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

8. Is the Seamless Summer Option (SSO) available in your state?

- YES
- NO
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

9. How many school sponsors participated in the Seamless Summer Option (SSO) this summer?

- NONE
- ALL
- Don't know
- N/A
- # OF SPONSORS

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

10. What are the reasons why school sponsors do not participate in the Seamless Summer Option (SSO)?

- Don't know
- N/A
- Specify:

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

11. What are the reasons why school sponsors participate in the Seamless Summer Option (SSO)?

- Don't know
- N/A
- Specify:

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

12. Overall, in the past several years, how did the Seamless Summer Option (SSO) affect the number of school sponsors providing meals?

- Increased # of sponsors
- Had no effect
- Decreased # of sponsors
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### SPONSORS

13. Overall, in the past several years, how did the Seamless Summer Option (SSO) affect the number of meals provided by the school sponsors?

- Increased # of meals
- Had no effect
- Decreased # of meals
- Don't know
- N/A

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### APPLICATION PROCEDURES

14. How many organizations applied as sponsors this year?

# OF APPLICATIONS

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### APPLICATION PROCEDURES

15. How many applicant sponsors were **not** approved this year?

# OF NEW SPONSORS NOT APPROVED

# OF EXISTING SPONSORS NOT APPROVED

16. If more than 0 sponsors were not approved, why were sponsors not approved? (Check all that apply)

- Did not meet eligibility requirements
- Missed application deadline
- Did not pass health or sanitation inspection
- Not applicable
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### APPLICATION PROCEDURES

17. If you had new sponsors this year, how long does it usually take to approve new sponsors once a complete application has been submitted?

# OF CALENDAR DAYS

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### APPLICATION PROCEDURES

18. How long does it usually take to approve existing sponsors once a complete application has been submitted?

# OF CALENDAR DAYS

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### APPLICATION PROCEDURES

19. In addition to federal requirements for sponsor eligibility, does your state have any special application/program requirements for sponsor approval?

- YES
- NO
- Don't know
- N/A
- IF YES, please specify:

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### TRAINING OF SPONSORS

20. How many training sessions did your state hold for experienced sponsors for this summer's program?

# OF SPONSOR TRAINING SESSIONS

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### TRAINING OF SPONSORS

21. If your state had new sponsors this year, how many training sessions did your state hold for new sponsors for this summer's program?

# OF NEW SPONSOR TRAINING SESSIONS

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### TRAINING OF SPONSORS

22. Did your state conduct targeted training for School Food Authorities (SFA) in the National School Lunch Program (NSLP) or training for sponsors in the Child and Adult Care Food Program (CACFP)? (Check one)

- YES--training for SFA's in NSLP
- YES--training for sponsors in CACFP
- YES--training for both types of sponsors
- NO
- Don't know
- N/A

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Sponsor training of site staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site violations and deficiencies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meal count records and menu planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Food expenditure records	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Health regulations and health inspections	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assessment of food quality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vendor management and contracts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reimbursements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sponsor monitoring of operational budgets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sponsor monitoring of administrative budgets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Final payments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advance payments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Budget certification	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Application process, eligibility issues and documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advertising, promoting, and publicizing the program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Use of computer mapping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**24. Are there any other types of technical assistance not listed above?**

Please specify:

Other #1

Other #2

Other #3

Other #4



**Summer Food Service Program Participant Characteristics Study  
State Administrator Survey**

**PROMOTION AND PUBLICITY ACTIVITIES**

25. Does your state work with other organizations to publicize, improve, or implement the program; to find new sponsors or sites; or to increase children's attendance?

- YES
- NO
- Don't know
- N/A

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

26. What kinds of assistance did the following organizations provide?

Select the response button for each type of assistance provided by the organizations. (Check all that apply)

	Publicize and advertise	Increase funding	Implement or improve program	Recruit sponsors	Recruit sites	Increase children's attendance	Other	N/A
U.S. Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U.S. Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WIC, SNAP, or other nutrition programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other federal government agencies, departments, or programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other State agencies or departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local government, departments, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools or school districts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community-based organizations, coalitions, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nutrition or anti-hunger advocacy groups or food banks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Media (radio, TV, print ads)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>							

27. If you answered "Other federal government agencies, departments, or programs" above, please specify:

Select the response button for each type of assistance provided by the organizations. (Check all that apply)

	Publicize and advertise	Increase funding	Implement or improve program	Recruit sponsors	Recruit sites	Increase children's attendance	Other	N/A
U.S. Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U.S. Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WIC, SNAP, or other nutrition programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other federal government agencies, departments, or programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Department of Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other State agencies or departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local government, departments, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schools or school districts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community-based organizations, coalitions, or groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nutrition or anti-hunger advocacy groups or food banks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religious organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Media (radio, TV, print ads)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

27. If you answered "Other federal government agencies, departments, or programs" above, please specify:

28. If you answered "Other State agencies, or departments" above, please specify:



### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

29. How helpful are the following activities that your state or partner organizations conduct to recruit new sponsors?

(Select the response button for each conducted activity)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Contact potential sponsors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extend invitations for events or training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Present at conferences or meetings of relevant groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use public mailings (letters, newsletters, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use public service announcements (TV, radio, newspapers, magazines)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conduct public advertisements (flyers, posters, banners, signs, billboards)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use websites or webinars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

30. How helpful are the following activities that your state or partner organizations conduct to recruit new sites?

(Select the response button for each conducted activity)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Contact potential sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extend invitations for events or training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Present at conferences or meetings of relevant groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use public mailings (letters, newsletters, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use public service announcements (TV, radio, newspapers, magazines)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conduct public advertisement (flyers, posters, banners, signs, billboards)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use websites or webinars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

31. How helpful are the following activities in increasing the number of children participating in the program?

(Select the response button for each activity that you do)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Recruiting volunteers or staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Securing additional funds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finding food service vendors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recruiting more sponsors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recruiting/opening more sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increasing the number of days the sites are open during the summer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extending the sites' hours of operation during the day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improving the quality or selection of meals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improving the program (provide or improve activities besides meals)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing earlier, later, or additional meals (breakfast, snacks, supper)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROMOTION AND PUBLICITY ACTIVITIES

32. How helpful are the following promotion and publicity activities in increasing the number of children participating in the program?

(Select response button for each activity that you do)

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Sending public mailings (letters, newsletters, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using public service announcements (television, radio, newspapers, magazines)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holding special events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using websites, webinars, or web ads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting door-to-door/home visits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contacting families at WIC clinics, camps, other programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

33. For each activity above scored as Not At All Helpful, please explain why this promotional activity failed to increase program participation.

Sending public mailings (letters, newsletters, brochures)	<input type="text"/>
Using public service announcements (in television, radio, newspapers, magazines)	<input type="text"/>
Conducting public outreach (flyers, posters, banners, signs, billboards, gifts)	<input type="text"/>
Holding special events	<input type="text"/>
Using a toll-free number/hotline	<input type="text"/>
Using websites, webinars, or web ads	<input type="text"/>

	Not at all helpful	A little helpful	Somewhat helpful	Fairly helpful	Very helpful	Don't Know	N/A
Sending public mailings (letters, newsletters, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using public service announcements (television, radio, newspapers, magazines)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting public promotional activities (flyers, posters, banners, signs, billboards, gifts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holding special events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using a toll-free number/hotline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using websites, webinars, or web ads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting door-to-door/home visits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contacting families at WIC clinics, camps, other programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with other organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

**33. For each activity above scored as Not At All Helpful, please explain why this promotional activity failed to increase program participation.**

- Sending public mailings (letters, newsletters, brochures)
- Using public service announcements (in television, radio, newspapers, magazines)
- Conducting public outreach (flyers, posters, banners, signs, billboards, gifts)
- Holding special events
- Using a toll-free number/hotline
- Using websites, webinars, or web ads
- Conducting door-to-door/home visits
- Contacting families at WIC clinics, camps, other programs
- Relying on word-of-mouth
- Other activities identified above.



### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROGRAM PARTICIPATION

34. What are the problems or barriers your state experiences in increasing the number of sponsors participating in the program? (Check all that apply)

- Insufficient promotion or publicity
- Insufficient funding
- Insufficient staff or volunteers
- Excessive paperwork, application, or eligibility requirements
- Restrictive local health and safety requirements
- Area eligibility rules
- Competing programs, other local alternatives
- Problems with vendors
- Insufficient assistance from schools or school districts
- Insufficient assistance from other organizations
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROGRAM PARTICIPATION

35. What are the problems or barriers that your state experiences in increasing the number of sites? (Check all that apply)

- Insufficient promotion or publicity
- Insufficient funding
- Insufficient staff or volunteers
- Insufficient number of sponsors
- Excessive paperwork, application, or eligibility requirements
- Restrictive local health and safety requirements
- Area eligibility rules
- Competing programs, other local alternatives
- Problems with vendors
- Insufficient assistance from schools or school districts
- Insufficient assistance from other organizations
- Schools closed during summer
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROGRAM PARTICIPATION

36. What are the problems that your state experiences in increasing children's attendance at sites? (Check all that apply)

- Limited capacity, enrollment limits
- Insufficient promotion or publicity
- Insufficient funding
- Insufficient staff or volunteers
- Sites are not open long enough
- Transportation problems or distance of children from site(s)
- Lack of sites where children live
- Security/safety concerns at sites
- Inadequate supervision of children
- Inadequate facilities (lack of space, no air-conditioning)
- Insufficient activities in conjunction with meals
- Poor variety of food offered
- Poor quality of food
- Attendance is not required, children want to stay home
- Embarrassment, stigma, or lack of motivation among children and/or parents/caregivers
- Children attending alternate programs
- Difficulty with health, safety, or sanitation requirements
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROGRAM PARTICIPATION

37. What are the problems or barriers that your state experiences in expanding the program beyond summer months? (Check all that apply)

- Insufficient promotion or publicity
- Insufficient funding
- Insufficient reimbursement rates
- Insufficient staff or volunteers
- Insufficient number of sponsors
- Insufficient number of sites
- Competing programs, other local alternatives
- Insufficient assistance from schools or school districts
- Insufficient assistance from other organizations
- Problems with vendors
- Don't know
- N/A
- Other (please specify)

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### PROGRAM PARTICIPATION

38. Does your state experience any of these additional problems or barriers?

- Lack of political support at the Federal level
- Lack of political support at the State level
- Lack of political support at the Local level
- Insufficient local government funding or resources
- Poor local economy
- Don't know
- N/A
- Other (please specify)

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### Summer Food Service Program Participant Characteristics Study State Administrator Survey

#### PROGRAM PARTICIPATION

Please describe the method your state currently uses to calculate Summer Meals Programs participation/average daily attendance (ADA). Usually, it is a ratio of the number of meals (numerator) over the number of days (denominator).

39. First, please describe the numerator (i.e., primary meals, total meals, lunches, number of children receiving free and reduced-price meals, etc.):

- Don't know
- N/A
- Numerator:

40. Now, describe the denominator (i.e., total number of days, average number of days, weekdays in July, number of children receiving free and reduced-price meals, etc):

- Don't know
- N/A
- Denominator:

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## Summer Food Service Program Participant Characteristics Study State Administrator Survey

### PROGRAM PARTICIPATION

41. Was this same method used in calculating participation/ADA during the previous 5 years?

- YES
- NO
- Don't know
- N/A

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**Summer Food Service Program Participant Characteristics Study  
State Administrator Survey**

**THANK YOU FOR COMPLETING THE SURVEY**

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Done