APPENDIX C-2. STATE DIRECTOR WEB SURVEY

INTRODUCTION

[PROGRAMMER: SHOW THIS INTRODUCTION EVERY TIME A USER LOGS IN]

The U.S. Department of Agriculture's Food and Nutrition Service (FNS) is conducting a study to obtain information about the administration and oversight of the Summer Food Service Program (SFSP) and to identify potential barriers to ensuring the integrity and effective management of the program. FNS hired Westat to conduct the SFSP Integrity Study to describe how different entities (States, sponsors, and sites) administer and oversee the SFSP, any program integrity challenges, and any resources or training that could better support the effective administration and monitoring of the SFSP.

The first part of the SFSP Integrity Study involves a survey of all State agencies that administer SFSP. The survey will answer questions like:
- How do States train sponsors?
- How do States monitor sponsors and sites?
- What integrity challenges do States face?

The survey is asking for information about "typical" or "usual" SFSP operations, and not new or revised processes or procedures put in place in summer 2020 as a result of COVID-19. Later in this study, FNS will gather information on the impact of COVID-19 on SFSP, as part of the interviews of 18 State agencies.

Your answers are important, and will help FNS understand more about how the SFSP is administered. There are no right or wrong answers. If you are unsure of how to answer a question, please give the best answer you can.

The survey link may be shared, and other staff in your agency may login to complete the survey. However, the State Child Nutrition Director must approve and submit the completed survey. This survey should take no more than **20 minutes** to complete.

Participation in this study is voluntary, and the information collected will be used to determine resources, develop training, and provide technical assistance. Refusal to participate will not have any impact on your position, your State agency, or child nutrition programs. You may also skip questions that you do not wish to answer.

Under the Privacy Act of 1974 and the System of Record Notice FNS-8 USDA/FNS Studies and Reports, any personally identifying information obtained will be kept private to the extent provided by law. We will use all data we collect only for the purposes we describe. In the final report we will present the aggregated survey data, and will not link individual States to their responses. The raw survey data will be submitted to FNS at the end of the study for research purposes, and your responses will not impact your agency, the SFSP, or you or your staff in any way.

You may login to the survey link as many times as you wish in order to complete the survey between now and [DATE]. Simply click "Save and Continue Later" at the bottom of the screen before logging out to save your answers. The survey will close on [DATE].

Please answer the questions in the survey based on your State's current policies or procedures.

If you need additional information, please call [study phone number] or email us at [study email].

Thank you.

SECTION A: STATE AGENCY ADMINISTRATION

A1. Please provide the total number of full-time equivalent (FTE) State-level staff who work on the Child Nutrition Programs, including the SFSP? Use decimals if needed (e.g., 1.5 FTEs).

Note: If your State's SAE plan is current, please provide the total FTEs listed in the approved SAE plan.

|___| Total FTEs for all Child Nutrition Programs, including SFSP (programmer--allow decimal points)

A2. Please provide the total number of full-time equivalent (FTE) State-level staff who work on the SFSP. Use decimals if needed (e.g., 1.5 FTEs).

Note: If your State's SAF plan is current, please provide the total FTEs listed in the approved SAF plan.

|___| Total FTEs working on the SFSP (programmer--allow decimal points)

SECTION B: OUTREACH

B1. Does the State agency typically attempt to actively recruit new <u>sponsor</u> organizations?

- ☐ Yes
- ☐ No ➔ GO TO QUESTION B2

B1a. How does the State agency attempt to recruit <u>sponsors</u>?

SELECT ALL THAT APPLY.

- ☐ Calls potential sponsors
- ☐ E-mails potential sponsors
- ☐ Mails SFSP information in hard copy to potential sponsors
- ☐ Collaborates with local advocacy organizations to recruit potential sponsors
- ☐ Presents SFSP information at relevant conferences and meetings
- ☐ Fields Spanish TV and/or radio ads
- ☐ Fields English TV and/or radio ads
- ☐ Other (PLEASE SPECIFY):

B2. Does the State agency assist sponsors in recruiting potential <u>sites</u>?

SELECT ONLY ONE.

- ☐ Yes
- ☐ No ➔ GO TO QUESTION C1

B2a. How does the State agency assist in recruiting potential <u>sites</u>?

☐ Notifies area eligible schools
☐ Disseminates information to at-risk afterschool program sites
☐ Disseminates information to potential non-school sites
☐ Works with State or local advocacy organizations to target outreach
☐ Utilizes maps or mapping software to identify eligible areas where sites could be located

☐ Presents SFSP information at relevant conferences and meetings
☐ Fields Spanish TV and/or radio ads
☐ Fields English TV and/or radio ads
☐ Other (PLEASE SPECIFY):

SECTION C: TRAINING AND TECHNICAL ASSISTANCE

For the questions in this section, please respond with what was common in the years prior to COVID-19 (i.e., 2019 and earlier), unless instructed otherwise.

C1. In preparation for summer, how many annual trainings does the State agency usually host for SFSP sponsors?

       # OF TRAININGS: _____

       (programmer: if respondent answers more than "1" to C1, show C1a)

       C1a. Please briefly describe the rationale for hosting multiple trainings.
       (Examples may include: the State hosts an annual training for returning sponsors and a separate training for first-time sponsors; or the State holds a separate training for each sponsor type (SFAs, private nonprofits, camps, etc.))

       _____
       _____
       _____

C2. When does the State agency usually provide the annual training(s) for SFSP sponsors?

SELECT ALL THAT APPLY.

☐ January	☐ May	☐ September
☐ February	☐ June	☐ October
☐ March	☐ July	☐ November
☐ April	☐ August	☐ December

C3. Do you require sponsors to participate in the annual training?

☐ Yes, annual training is required for all sponsors
☐ Yes, annual training is required but only for certain sponsors
Explain:_____
☐ No

C4. Besides sponsor personnel, who else usually participates in the annual training?

SELECT ALL THAT APPLY.

☐ Site personnel
☐ Food service management company/vendor representatives
☐ Auditors who work with SFSP
☐ Health inspectors who work with SFSP
☐ Other (PLEASE SPECIFY):
☐ No other entities attended the training

C5. In what format does the State agency usually provide the annual training(s) for SFSP sponsors?

SELECT ALL THAT APPLY.

- [ ] Group training in person
- [ ] Group online training (e.g., Skype or GoToMeeting)
- [ ] Self-paced online training (sponsors can participate when it is convenient for them)
- [ ] Conference calls
- [ ] Resource materials available on the web
- [ ] Other (PLEASE SPECIFY):

[If respondent selects multiple responses, go to C6, else skip to C7]

C6. In your opinion, which training format is <u>most effective</u> at preparing sponsors to operate the SFSP?

SELECT ONLY ONE.

- [ ] Group training in person
- [ ] Group online training (e.g., Skype or GoToMeeting)
- [ ] Self-paced online training (sponsors can participate when it is convenient for them)
- [ ] Conference calls
- [ ] Resource materials available on the web
- [ ] Other (PLEASE SPECIFY):

C7. Which of the following topics does the State agency usually cover in the annual training for SFSP sponsors?

SELECT ALL THAT APPLY.

- [ ] Purpose of the SFSP
- [ ] Sponsor application process
- [ ] Eligibility requirements for sponsors and sites
- [ ] Recordkeeping requirements
- [ ] Meal patterns
- [ ] Meal service requirements (e.g., congregate feeding, meal service times)
- [ ] Meal preparation and ordering adjustments
- [ ] Meal counting
- [ ] Meal claim preparation
- [ ] Documentation of nonprofit food service
- [ ] Food specifications and meal quality standards
- [ ] Procurement standards, bid requirements, vendor contract requirements
- [ ] Food safety and health inspection requirements
- [ ] Incorporating local foods and agriculture-based activities
- [ ] Site visit requirements
- [ ] Civil Rights racial/ethnic data collection and nondiscrimination
- [ ] Guidance on how to train site-level staff
- [ ] Other (PLEASE SPECIFY):

C8. Does any part of the annual training include a post-test or other method to verify sponsor comprehension of the information?

☐ Yes
☐ No

C9. Apart from the annual training, does the State agency usually provide any additional training(s) for SFSP sponsors?

☐ Yes ➔ GO TO QUESTION C9a
☐ No ➔ GO TO QUESTION C10

C9a. In what format does the State agency provide this additional training for sponsors?

SELECT ALL THAT APPLY.

☐ Group training in person
☐ Group online training (e.g., Skype or GoToMeeting)
☐ Self-paced online training modules (sponsors can participate when it is convenient for them)
☐ Conference calls
☐ Other (PLEASE SPECIFY):

C9b. What is the target audience for those additional trainings?

SELECT ALL THAT APPLY.

☐ First-time sponsors
☐ Sponsors identified as seriously deficient
☐ School food authority (SFA) sponsors
☐ Private nonprofit sponsors
☐ Camp sponsors
☐ Government sponsors (local/municipal/county)
☐ Other (PLEASE SPECIFY):

☐ No target audience, open to all

C10. Which 3 topics do your sponsors have the most questions about for SFSP?

SELECT THE TOP 3 MOST COMMON TOPICS OF INQUIRY.

☐ Sponsor application process
☐ Documenting site eligibility (area eligibility, income applications)

☐ Selection of site location
☐ Completing claims for reimbursement
☐ Menu planning and meal pattern requirements
☐ Estimating yearly projected reimbursement
☐ Recording meal counts
☐ Improving meal quality
☐ Advanced payments
☐ Site outreach/advertising
☐ Financial management and documentation of a nonprofit food service
☐ Correcting program violations
☐ Selecting food service management companies for vended meals
☐ Procurement requirements
☐ Transportation
☐ Other (PLEASE SPECIFY):

SECTION D: PROGRAM RESOURCES

D1. Which of the following SFSP tools and resources do State staff use, provide to sponsors, or sites?

[Acceptable responses include marking any combination of the first three response options, or ONLY the final response option (not used or provided).]

Resource	Used by State Staff	Provided to Sponsors	Provided to Sites	Not Used or Provided
USDA Resources				
USDA Summer Meals Toolkit	☐	☐	☐	☐
USDA Mapping Tools for Summer Meal Programs (e.g. Capacity Builder)	☐	☐	☐	☐
USDA State Agency Monitor Guide	☐	☐	☐	☐
USDA Administration Guide for Sponsors	☐	☐	☐	☐
USDA Sponsor Monitor's Guide	☐	☐	☐	☐
USDA Nutrition Guide	☐	☐	☐	☐
USDA Site Supervisor's Guide	☐	☐	☐	☐
USDA Sample Sponsor Administrative Review Report	☐	☐	☐	☐
USDA Sample Site Operational Review Report	☐	☐	☐	☐
Non-USDA Resources				
Choice Plus: A Reference Guide for Foods and Ingredients (Institute of Child Nutrition)	☐	☐	☐	☐
Share Our Strength Collaborative Planning Toolkit	☐	☐	☐	☐
No Kid Hungry's Text Service (Text "FOOD" to 877-877)	☐	☐	☐	☐
FRAC Guide on Purchasing High-Quality Summer Meals	☐	☐	☐	☐

Resource	Used by State Staff	Provided to Sponsors	Provided to Sites	Not Used or Provided
Other (PLEASE SPECIFY):	☐	☐	☐	
Other (PLEASE SPECIFY):	☐	☐	☐	

[for all rows in D1 where respondent indicates "not used or provided," populate D1a]

D1a. Explain why the following resources are neither used nor provided.

Tool or Resource	Reason Not Used or Provided		
	Unfamiliar with this Resource	**Not Found to be Useful**	**Distribute Similar Guidance Produced by the State**
[fill using response to D1]	☐	☐	☐
[fill using response to D1]	☐	☐	☐
[fill using response to D1]	☐	☐	☐
[fill using response to D1]	☐	☐	☐

[for all rows in D1 where respondent indicates "provided to sponsors" OR "provided to sites", populate D1b]

D1b. How does the State agency disseminate these resources?

Tool or Resource	How Disseminated to Sponsors and/or Sites				
	Posted on State agency's public website	**Posted on private State portal that sponsors and sites can access**	**Hard copies distributed at trainings**	**Shared via Email**	**Other**
[fill using response to D1]	☐	☐	☐	☐	☐
[fill using response to D1]	☐	☐	☐	☐	☐
[fill using response to D1]	☐	☐	☐	☐	☐
[fill using response to D1]	☐	☐	☐	☐	☐

D2. Do you have any State-developed tools and resources that you make available to sponsors or sites in your State?

☐ Yes, provided to sponsors only ➔ GO TO QUESTION D2a
☐ Yes, provided to sites only ➔ GO TO QUESTION D2a
☐ Yes, provided to sponsors and sites ➔ GO TO QUESTION D2a
☐ No ➔ GO TO QUESTION E1

D2a. What topics do the State-developed tools and resources address?

☐ Meal patterns
☐ Monitoring
☐ Mapping of eligible sites
☐ Procurement and purchasing
☐ Meal counting
☐ Meal claiming
☐ Site eligibility
☐ Budgets and allowable costs
☐ Recordkeeping
☐ Food safety
☐ Other (PLEASE SPECIFY):

SECTION E: SPONSOR AND SITE APPROVAL PROCESS

E1. What is the State agency's deadline for accepting sponsor applications to participate in SFSP?

New Sponsors_____[Dropdown menus for month and day]_____
Returning Sponsors_____[Dropdown menus for month and day]_____

E2. Does the State agency accept applications after the deadline?

☐ No
☐ Yes, under the following circumstances (PLEASE SPECIFY) _____

E3. What are the top three challenges for the State agency in the sponsor application and approval process?

SELECT THE TOP 3 CHALLENGES

☐ Late applications
☐ Incomplete applications
☐ Documenting sponsor eligibility
☐ Documenting site eligibility
☐ Reviewing sponsor budgets
☐ Timeline for review and approval
☐ Conducting pre-approval visits
☐ Finding enough eligible sponsors to apply
☐ Other (PLEASE SPECIFY):

☐ Not applicable; the process is not challenging

E4. What is the most common reason for disapproving a NEW sponsor's application?

SELECT ONLY ONE.

☐ Sponsor does not meet eligibility criteria
☐
☐ Sponsor is not financially viable and/or does not have a reasonable budget for SFSP
☐ Other sponsors or sites cover the same service area
☐ Sponsor does not have adequate qualified staff to oversee program
☐ Other (PLEASE SPECIFY):

☐ Not applicable

E5. What is the most common reason for disapproving a RETURNING sponsor's application?

SELECT ONLY ONE.

☐ Sponsor does not meet eligibility criteria
☐ Sponsor has uncorrected problems from the prior year
☐ Sponsor is not financially viable and/or does not have a reasonable budget for SFSP
☐ Other sponsors or sites cover the same service area
☐ Sponsor does not have adequate qualified staff to oversee program
☐ Other (PLEASE SPECIFY):

☐ Not applicable

E6. How does the State agency verify each proposed site's area eligibility?
SELECT ONLY ONE.

☐ Sponsor uploads area eligibility documentation and State staff review and confirm
☐ Sponsor submits hard copy (paper) area eligibility documentation and State staff review and confirm
☐ State system automatically confirms area eligibility based on address of site
☐ Other (PLEASE SPECIFY):

E7. How does the State agency verify each closed enrolled site's eligibility?
SELECT ONLY ONE.

☐ Sponsor uploads free and reduced applications and other documentation and State staff review and confirm
☐ Sponsor uploads eligibility information from local schools and State staff review and confirm
☐ State reviews free and reduced applications and other documentation on monitoring visits
☐ Other (PLEASE SPECIFY):

E8. How does the State agency verify each camp's eligibility?

SELECT ONLY ONE.

☐ Sponsor uploads documentation, including free and reduced applications, and State staff review and confirm

☐ State reviews free and reduced applications and other documentation during on-site monitoring visits

☐ Sponsor mails in documentation to the State and State staff upload

☐ Other (PLEASE SPECIFY):

E9. How does the State agency verify that a site is <u>rural</u>?
SELECT ONLY ONE.

☐ Sponsor uploads documentation and State staff review and confirm

☐ State system automatically confirms rural status based on address of site

☐ State checks the site location against census map

☐ Other (PLEASE SPECIFY):

E10. How does the State agency track compliance with health and sanitation inspections for sites?
SELECT ALL THAT APPLY.

☐ State or local health agencies provide reports directly to the State agency

☐ Sponsors or sites maintain documentation that is checked during State monitoring visits

☐ Sponsors upload information to the State

☐ Other (PLEASE SPECIFY):

☐ No specific process

E11. Does the State agency have additional FNS-approved requirements for <u>sponsors</u> beyond what SFSP regulations require?

☐ Yes
☐ No

E12. Does the State agency have additional FNS-approved requirements for <u>sites</u> beyond what SFSP regulations require?

☐ Yes
☐ No

SECTION F: PROGRAM MONITORING

<u>For the questions in this section, please respond with what was common in the years prior to COVID-19 (i.e., 2019 and earlier), unless instructed otherwise.</u>

F1. To what extent did the State agency conduct unannounced reviews of SFSP <u>sponsors</u>?

SELECT ONLY ONE.

☐ More than 75% of sponsor reviews are unannounced (all or almost all)

☐ 25-75% of sponsor reviews are unannounced (some)

☐ Less than 25% of sponsor reviews are unannounced (a few)

☐ No sponsor reviews are unannounced

F2. To what extent did the State agency conduct unannounced reviews of <u>sites</u>?

Note: by unannounced we mean that neither a site nor its sponsor is aware of the review in advance.

SELECT ONLY ONE.

☐ More than 75% of site reviews are unannounced (all or almost all)
☐ 25-75% of site reviews are unannounced (some)
☐ Less than 25% of site reviews are unannounced (a few)
☐ No site reviews are unannounced

F3. How did the State agency verify use of reimbursement funds on allowable costs?

SELECT ALL THAT APPLY.

☐ Review of proposed budget prior to program operations
☐ On-site review of sponsor or site documentation
☐ Review of documentation submitted by sponsors
☐ Other (PLEASE SPECIFY):

F4. How did the State agency verify that corrective action is implemented by sponsors/sites?

SELECT ALL THAT APPLY.

☐ Follow-up visits
☐ Desk review of documentation
☐ Other (PLEASE SPECIFY):

F5. For summer 2019, which of the following expenditures of SFSP funds did the State agency most frequently deny?

SELECT ALL THAT APPLY.

☐ Meals served over the approved site cap
☐ Organized sports activities
☐ Transportation
☐ Fundraising costs
☐ Items not included in budget approved by State agency
☐ Excessive salary
☐ Other (PLEASE SPECIFY):
☐ Not applicable

F6. Which of the following areas does the State agency most closely monitor among <u>new</u> sponsors in their first year of operating the SFSP?

SELECT ONLY ONE.

☐ Budgets and allowable costs
☐ Meal patterns
☐ Meal counting and claiming
☐ Site training
☐ Health and sanitation inspections
☐ Meal preparation/ordering

☐ Procurement
☐ Other (PLEASE SPECIFY):

☐ There is not a specific area that the State more closely monitors for new sponsors

F7. Which of the following areas does the State agency most closely monitor among _experienced_ sponsors, who have operated the SFSP for more than two years?

SELECT ONLY ONE.

☐ Budget and allowable costs
☐ Meal patterns
☐ Meal counting
☐ Meal claiming
☐ Site training
☐ Health and sanitation inspections
☐ Meal preparation/ordering
☐ Procurement
☐ Other (PLEASE SPECIFY):

☐ There is not a specific area that the State more closely monitors for experienced sponsors

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SECTION G: PAYMENTS TO SPONSORS

G1. Does the State agency's meal claiming system track meal counts by site?

☐ Yes
☐ No

G2. Does the State agency's meal claiming system allow claims at different reimbursement levels at the SITE-level? (Example: a non-rural site that serves a vended breakfast and a self-prep lunch.)

☐ Yes
☐ No

G3. Does the State agency's meal claiming system allow claims at different reimbursement levels at the SPONSOR-level?

☐ Yes
☐ No

G4. Which of the following edit checks does the State's meal claiming system have for sponsor claims for reimbursement?

SELECT ALL THAT APPLY.

☐ Total number of meals that can be claimed (e.g., # operating days times average daily participation)
☐ Second meal limit

15

☐ Block claims (i.e., claiming the exact same number of meals for consecutive time periods)
☐ Approved meals (breakfast, lunch/supper, snack)
☐ Other (PLEASE SPECIFY):

☐ None

G5. How does the State calculate average daily attendance (ADA) for the month of July, to report to FNS on the FNS-418 form?

☐ The State calculates ADA for each sponsor based on the sponsor's meal counts and operating days
☐ Each sponsor submits its ADA and the State sums them and reports to FNS
☐ Other method (PLEASE SPECIFY)

G6. How challenging would it be for the State to report average daily attendance (ADA) to FNS on a <u>monthly</u> basis for <u>each month</u> of SFSP operations?

☐ Extremely challenging
☐ Very challenging
☐ Moderately challenging
☐ Slightly challenging
☐ Not at all challenging

SECTION H: MEAL DISALLOWANCES

The questions in this section ask about summer 2019 meal disallowances that resulted from State monitoring visits.

H1. For how many <u>sites</u> were meals disallowed in summer 2019?
_____[NUMBER]_____ (AN ESTIMATE IS FINE)

(programmer: if respondent answers zero, skip to H3)

H2. For the following meal types, how many meals were claimed and disallowed by the State in summer 2019?
For the number of meals disallowed, an estimate is fine.
(programmer, column 3 cannot be greater than column 2)

Meal Type	# Claimed in Summer 2019	# Disallowed in Summer 2019
Breakfast		
Lunch		
Supper		
Snack		

H3. According to the State monitoring staff, what are the three most common reasons that the State agency disallowed meals in summer 2019?

SELECT THE TOP 3 REASONS.

☐ Insufficient or incomplete meal count records
☐ Insufficient or incomplete menus, food service records and/or meal delivery receipts
☐ Site exceeded the meal cap set by the State agency
☐ State reviewer observed fewer meals served to children than sponsor/site claimed
☐ State reviewer observed meals served that did not meet meal patterns
☐ Meals were served outside of approved times
☐ Meals were taken offsite for consumption
☐ Meals claimed were served to adults
☐ Number of second meals claimed was too high
☐ Other (PLEASE SPECIFY):

☐ No meals were disallowed in 2019

SECTION I: PROGRAM TERMINATIONS AND TURNOVER

I1. How many of the sponsors and sites that participated in summer 2018 did not return to operate the SFSP in summer 2019?

	Number	Don't Know	Not Applicable
2018 SFSP <u>Sponsors</u> in good standing that did not return in 2019		☐	☐
2018 SFSP <u>Sponsors</u> with significant uncorrected findings that did not return in 2019		☐	☐
2018 SFSP <u>Sites</u> in good standing that did not return in 2019		☐	☐
2018 SFSP <u>Sites</u> with significant uncorrected findings that did not return in 2019		☐	☐

I2. How many sponsors and sites participated in the SFSP in summer 2019?

	Number
SFSP <u>Sponsors</u> in summer 2019	
SFSP <u>Sites</u> in summer 2019	

I3. During or after summer 2019, how many SFSP sponsors and sites were either terminated for cause or self-terminated?

Termination for cause refers to the termination of a sponsor's or site's SFSP agreement by the State agency due to the sponsor's or site's violation of the agreement.

A sponsor or site that *self-terminates* is one that elects to stop participating in the SFSP.

	Number	Don't Know
1. SFSP <u>Sponsors</u> terminated for cause		☐
2. SFSP <u>Sponsors</u> that self-terminated		☐
3. SFSP <u>Sites</u> terminated for cause		☐
4. SFSP <u>Sites</u> that self-terminated		☐

I4. In general, what is the most common reason <u>sponsors</u> are <u>terminated for cause</u>? SELECT ONLY ONE.

☐ Repeat or uncorrected violations from a prior review
☐ Sponsor is found seriously deficient in another federal child nutrition program
☐ Sponsor does not repay over-claims
☐ Sponsor does not maintain tax exempt status documentation
☐ The sponsor's sites do not meet eligibility requirements
☐ Other (PLEASE SPECIFY):

☐ Not applicable, no sponsor has been terminated for cause in the last 5 years

I5. In general, what is the most common reason <u>sites</u> are <u>terminated for cause</u>?

SELECT ONLY ONE.

☐ Health or safety violations
☐ Repeat or uncorrected violations from a prior review

☐ Sites do not meet eligibility requirements
☐ Other (PLEASE SPECIFY):
☐ Not applicable, no site has been terminated for cause in the last 5 years

I6. Does the State agency maintain a State Disqualified List for SFSP?

☐ Yes
☐ No

I7. What is the most common reason that <u>sponsors self-terminate</u> and do not return from one year to the next?

SELECT ONLY ONE.

☐ Another sponsor serves the same area or children
☐ Losing money on SFSP
☐ Site locations are no longer available for meal service
☐ Not enough children attend the program
☐ Too much paperwork
☐ Not enough staff or volunteers to run the program
☐ Meal vendors are not available in the area
☐ Other (PLEASE SPECIFY):
☐ Unknown
☐ Not applicable, no sponsor has self-terminated in the last 5 years

I8. What is the most common reason that <u>sites self-terminate</u> and do not return from one year to the next?

SELECT ONLY ONE.

☐ Another site serves the same area or children
☐ Losing money on SFSP
☐ Site locations are no longer available for meal service
☐ Not enough children attend the program
☐ Too much paperwork
☐ Not enough staff or volunteers to run the program
☐ Meal vendors are not available in the area
☐ Other (PLEASE SPECIFY):
☐ Unknown
☐ Not applicable, no site has self-terminated in the last 5 years

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SECTION J: CHALLENGES

J1. To what extent are each of the following issues a challenge faced by the State agency in administering and overseeing the SFSP <u>in rural areas</u>?

	Not a challenge	Moderate challenge	Significant challenge	Not sure
Identifying capable sponsors	☐	☐	☐	☐
Providing effective oversight of sponsors	☐	☐	☐	☐
Providing effective oversight of sites	☐	☐	☐	
Ensuring reimbursement funds are used for allowable costs	☐	☐	☐	☐
Staff turnover at sponsor organizations	☐	☐	☐	☐
Staff turnover at sites	☐	☐	☐	
Site recordkeeping	☐	☐	☐	☐
Sponsor recordkeeping	☐	☐	☐	☐
Distance to sites for monitoring	☐	☐	☐	☐
Other, please specify:		☐	☐	

J2. To what extent are each of the following issues a challenge faced by the State agency in administering and overseeing the SFSP <u>in urban and suburban areas</u>?

	Not a challenge	Moderate challenge	Significant challenge	Not sure
Identifying capable sponsors	☐	☐	☐	☐
Providing effective oversight of sponsors	☐	☐	☐	☐
Providing effective oversight of sites	☐	☐	☐	
Ensuring reimbursement funds are used for allowable costs	☐	☐	☐	☐
Staff turnover at sponsors	☐	☐	☐	☐
Staff turnover at sites	☐	☐	☐	
Site recordkeeping	☐	☐	☐	☐
Sponsor recordkeeping	☐	☐	☐	☐
Distance to sites for monitoring	☐	☐	☐	☐
Other, please specify:		☐	☐	

SECTION K: FINAL REFLECTIONS

K1. Please describe the primary challenge that the State agency faces in ensuring program integrity in the SFSP.

_____

_____

_____

_____

_____

K2. Please tell us <u>one thing</u> that the State agency does particularly well to ensure program integrity in the SFSP.

_____

_____

_____

_____

_____

K3. Please note anything else you would like to tell us about your State's SFSP.

_____

_____

_____

_____

_____

SECTION L: SUBMIT SURVEY (State Child Nutrition Director only)

☐   I, [State CN Director Name], have reviewed the information in this survey and confirm that it is an accurate accounting of the administration of SFSP in my State.

Thank you for participating in this USDA study.
FNS anticipates the study results will be published on the FNS website in [DATE 2021], located here:
https://www.fns.usda.gov/ops/child-nutrition-programs.