

## Appendix C-6. State Director Web Survey Screen Shots



SFSP Integrity Study



OMB Number: 0584-####  
Expiration Date: XXXX/20XX

### INTRODUCTION

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?

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.

The Food and Nutrition Service (FNS) is conducting this study to obtain information about the administration and oversight of the Summer Food Service Program and to identify potential barriers to ensuring the integrity and effective management of the program. Participation in this study is voluntary and the information collected will be used to determine resources, develop training, and provide technical assistance. 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. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-XXXX. The time required to complete this information collection is estimated to average 20 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. 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 Service, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-xxxx).

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**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

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SECTION A: STATE AGENCY ADMINISTRATION

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

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SECTION B: OUTREACH

B1. In preparation for summer 2019, did the State agency attempt to actively recruit new sponsor organizations?

Yes

No

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SECTION B: OUTREACH

B1a. How did the State agency attempt to recruit sponsors?

SELECT ALL THAT APPLY.

- Called potential sponsors
- E-mailed potential sponsors
- Mailed SFSP information in hard copy to potential sponsors
- Collaborated with local advocacy organizations to recruit potential sponsors
- Presented SFSP information at relevant conferences and meetings
- Fielded Spanish TV and/or radio ads
- Fielded English TV and/or radio ads
- Other (PLEASE SPECIFY):

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SECTION B: OUTREACH

B2. In preparation for summer 2019, did the State agency assist sponsors in recruiting potential sites?

- Yes
- No

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SECTION B: OUTREACH

B2a. How did the State agency assist in recruiting potential sites?

SELECT ALL THAT APPLY.

- Notified area eligible schools
- Disseminated information to at-risk afterschool program sites
- Disseminated information to potential non-school sites
- Worked with State or local advocacy organizations to target outreach
- Utilized maps or mapping software to identify eligible areas where sites could be located
- Presented SFSP information at relevant conferences and meetings
- Fielded Spanish TV and/or radio ads
- Fielded English TV and/or radio ads
- Other (PLEASE SPECIFY):

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C1. In preparation for summer 2019, how many annual trainings did the State agency host for SFSP sponsors?

# OF TRAININGS:

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.))

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C2. In preparation for summer 2019, when did the State agency provide the annual training(s) for SFSP sponsors?

SELECT ALL THAT APPLY.

- |                                   |                                 |                                    |
|-----------------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> January  | <input type="checkbox"/> May    | <input type="checkbox"/> September |
| <input type="checkbox"/> February | <input type="checkbox"/> June   | <input type="checkbox"/> October   |
| <input type="checkbox"/> March    | <input type="checkbox"/> July   | <input type="checkbox"/> November  |
| <input type="checkbox"/> April    | <input type="checkbox"/> August | <input type="checkbox"/> December  |

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C3. Did 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

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C4. Besides sponsor personnel, who else participated in the 2019 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

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C5. In what format did the State agency provide the 2019 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):

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

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

- 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):

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**SECTION C: TRAINING AND TECHNICAL ASSISTANCE**

**C7. Which of the following topics did the State agency cover in the 2019 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):

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C8. Did any part of the 2019 annual training include a post-test or other method to verify sponsor comprehension of the information?

- Yes
- No

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C9. Apart from the annual training, did the State agency provide any additional training(s) for SFSP sponsors during 2019?

- Yes
- No

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C9a. In what format did 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):

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C9b. What was 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

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SECTION C: TRAINING AND TECHNICAL ASSISTANCE

C10. During summer 2019, which 3 topics did 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):

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**SECTION D: PROGRAM RESOURCES**

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

USDA Resources	Used by State Staff	Provided to Sponsors	Provided to Sites	Not Used or Provided
USDA Summer Meals Toolkit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA Mapping Tools for Summer Meal Programs (e.g. Capacity Builder)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA State Agency Monitor Guide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA Administration Guide for Sponsors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA Sponsor Monitor's Guide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA Nutrition Guide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA Site Supervisor's Guide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA Sample Sponsor Administrative Review Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
USDA Sample Site Operational Review Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Non-USDA Resources	Used by State Staff	Provided to Sponsors	Provided to Sites	Not Used or Provided
Choice Plus: A Reference Guide for Foods and Ingredients (Institute of Child Nutrition)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Share Our Strength Collaborative Planning Toolkit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No Kid Hungry's Text Service (Text "FOOD" to 877-877)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FRAC Guide on Purchasing High-Quality Summer Meals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (PLEASE SPECIFY): <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (PLEASE SPECIFY): <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**SECTION D: PROGRAM RESOURCES**

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

Tool or Resource	Unfamiliar with this Resource	Not Found to be Useful	Distribute Similar Guidance Produced by the State
USDA Summer Meals Toolkit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Mapping Tools for Summer Meal Programs (e.g. Capacity Builder)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA State Agency Monitor Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Administration Guide for Sponsors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Sponsor Monitor's Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Nutrition Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Site Supervisor's Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA sample Sponsor Administrative Review Report	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA sample Site Operational Review Report	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Choice Plus: A Reference Guide for Foods and Ingredients (Institute of Child Nutrition)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Share Our Strength Collaborative Planning Toolkit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
No Kid Hungry's Text Service (Text "FOOD" to 877-877)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FRAC Guide on Purchasing High-Quality Summer Meals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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SECTION D: PROGRAM RESOURCES

D1b. How does the State agency disseminate these resources?

Tool or Resource	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
USDA Summer Meals Toolkit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Mapping Tools for Summer Meal Programs (e.g. Capacity Builder)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA State Agency Monitor Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Administration Guide for Sponsors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Sponsor Monitor's Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Nutrition Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA Site Supervisor's Guide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA sample Sponsor Administrative Review Report	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
USDA sample Site Operational Review Report	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Choice Plus: A Reference Guide for Foods and Ingredients (Institute of Child Nutrition)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Share Our Strength Collaborative Planning Toolkit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
No Kid Hungry's Text Service (Text "FOOD" to 877-877)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FRAC Guide on Purchasing High-Quality Summer Meals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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**SECTION D: PROGRAM RESOURCES**

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

- Yes
- No

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**SECTION D: REPORTING**

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

SELECT ALL THAT APPLY.

- 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):

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

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

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**SECTION E: SPONSOR AND SITE APPROVAL PROCESS**

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

No

Yes, under the following circumstances (PLEASE SPECIFY)

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

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

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

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

- 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

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

E5. How does the State agency verify each proposed site's area eligibility?

- 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):

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

E6. How does the State agency verify each closed enrolled site's eligibility?

- 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):

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**SECTION E: SPONSOR AND SITE APPROVAL PROCESS**

E7. How does the State agency verify each camp's eligibility?

- 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):

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

E8. How does the State agency verify that a site is rural?

- 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):

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**SECTION E: SPONSOR AND SITE APPROVAL PROCESS**

E9. 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

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

E10. Does the State agency have additional FNS-approved requirements for sponsors beyond what SFSP regulations require?

- Yes
- No

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SECTION E: SPONSOR AND SITE APPROVAL PROCESS

E11. Does the State agency have additional FNS-approved requirements for sites beyond what SFSP regulations require?

- Yes
- No

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**SECTION F: PROGRAM MONITORING**

F1. To what extent does the State agency conduct unannounced reviews of SFSP sponsors?

- 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

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**SECTION F: PROGRAM MONITORING**

F2. To what extent does the State agency conduct unannounced reviews of sites?

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

- 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

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**SECTION F: PROGRAM MONITORING**

F3. How does 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):

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**SECTION F: PROGRAM MONITORING**

F4. How does 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):

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**SECTION F: PROGRAM MONITORING**

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

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SECTION F: PROGRAM MONITORING

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

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

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SECTION F: PROGRAM MONITORING

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?

- 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

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**SECTION G: PAYMENTS TO SPONSORS**

G2. 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
- 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

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**SECTION H: MEAL DISALLOWANCES**

The next questions ask about meal disallowances that resulted from State monitoring visits.

H1. For how many sites were meals disallowed in summer 2019?

(AN ESTIMATE IS FINE)

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**SECTION H: MEAL DISALLOWANCES**

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.*

Meal Type	# Claimed in Summer 2019	# Disallowed in Summer 2019
Breakfast	<input type="text"/>	<input type="text"/>
Lunch	<input type="text"/>	<input type="text"/>
Supper	<input type="text"/>	<input type="text"/>
Snack	<input type="text"/>	<input type="text"/>

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**SECTION H: MEAL DISALLOWANCES**

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

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**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
SFSP <u>Sponsors</u> in good standing from 2018 that did not return in 2019	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
SFSP <u>Sponsors</u> flagged as "seriously deficient" from 2018 that did not return in 2019	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
SFSP <u>Sites</u> in good standing from 2018 that did not return in 2019	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
SFSP <u>Sites</u> flagged as "seriously deficient" from 2018 that did not return in 2019	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

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SECTION I: PROGRAM TERMINATIONS AND TURNOVER

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

	Number
SFSP <u>Sponsors</u> in summer 2019	<input type="text"/>
SFSP <u>Sites</u> in summer 2019	<input type="text"/>

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**SECTION I: PROGRAM TERMINATIONS AND TURNOVER**

13. 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	<input type="text"/>	<input type="checkbox"/>
2. SFSP <u>Sponsors</u> that self-terminated	<input type="text"/>	<input type="checkbox"/>
3. SFSP <u>Sites</u> terminated for cause	<input type="text"/>	<input type="checkbox"/>
4. SFSP <u>Sites</u> that self-terminated	<input type="text"/>	<input type="checkbox"/>

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**SECTION I: PROGRAM TERMINATIONS AND TURNOVER**

14. In general, what is the most common reason sponsors are terminated for cause?

- 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

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**SECTION I: PROGRAM TERMINATIONS AND TURNOVER**

15. In general, what is the most common reason sites are terminated for cause?

- 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

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SECTION I: PROGRAM TERMINATIONS AND TURNOVER

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

- Yes
- No

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SECTION I: PROGRAM TERMINATIONS AND TURNOVER

17. What is the most common reason that sponsors self-terminate and do not return from one year to the next?

- 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

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SECTION I: PROGRAM TERMINATIONS AND TURNOVER

18. What is the most common reason that sites self-terminate and do not return from one year to the next?

- 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 in rural areas?

	Not a challenge	Moderate challenge	Significant challenge	Not sure
Identifying capable sponsors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing effective oversight of sponsors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing effective oversight of sites	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensuring reimbursement funds are used for allowable costs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff turnover at sponsor organizations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff turnover at sites	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site recordkeeping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sponsor recordkeeping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Distance to sites for monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (PLEASE SPECIFY): <input type="text"/>		<input type="radio"/>	<input type="radio"/>	

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SECTION J: CHALLENGES

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

	Not a challenge	Moderate challenge	Significant challenge	Not sure
Identifying capable sponsors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing effective oversight of sponsors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing effective oversight of sites	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensuring reimbursement funds are used for allowable costs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff turnover at sponsors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff turnover at sites	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site recordkeeping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sponsor recordkeeping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Distance to sites for monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (PLEASE SPECIFY): <input type="text"/>		<input type="radio"/>	<input type="radio"/>	

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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 one thing 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.

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**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 in [DATE 2021] on the FNS website, located here:

<https://www.fns.usda.gov/ops/child-nutrition-programs>.

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Submit Survey

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