

SY 21–22 Seamless Summer Option Application Checklist

School Food Authorities (SFA) who plan to operate SSO in SY 21–22.

This checklist is a guide to completing your application and survey – you do not need to return this form to OSPI. We recommend gathering all your required materials before starting your Washington Integrated Nutrition System (WINS) application or Meal Distribution Plan (MDP) Survey.

Applications are due by September 30, 2021.

Requirements

For SFAs planning to operate the Seamless Summer Option (SSO) during School Year 2021-22, an NSLP & SSO WINS application and Meal Distribution Plan (MDP) Survey must be completed and submitted.

Disclaimer: Due to the public health crisis, USDA Child Nutrition Program requirements are subject to change both as updated guidance is received from the USDA and at the discretion of the State Agency. Please check CNS Updates and OSPI's website for all important updates and/or changes.

Checklist

Step 1: Notify your program specialist of intent to operate SSO

Step 2: Submit the [SY 21–22 Meal Distribution Plan](#) by September 30, 2021

Within the survey, you will apply for specific waivers you plan to implement:

- The following waivers may be implemented “only for the extent and duration needed.”
- These will be approved on a case-by-case basis and justification is required.
- Examples of scenarios where appropriate to implement these waivers: During a COVID outbreak, when providing grab & go meals to community children or virtual/remote students at open sites, when providing grab & go meals to remote students at closed-enrolled sites, and in unique circumstances.
 - [Non-congregate Feeding-](#) Allows meals to be served for off-site consumption in the scenarios listed above.
 - [Meal Times Requirements-](#) Allows meals to be served outside of standard meal service times in the scenarios listed above.



- [Parent/Guardian Pick Up of Meals for Children-](#) Allows grab & go meals to be picked up by parents/guardians of eligible children, only available if approved for non-congregate feeding waiver.
- [Meal Pattern Flexibility](#)
 - Age-Grade Groups & Dietary Specifications.
 - Whole-Grain Rich Requirements; including Preschool.
 - Vegetable Subgroups.
 - Milk Variety and Low-Fat Flavored Milk.
- [Offer vs Serve Flexibility for Senior High Schools-](#) Allows for the waiver of the requirement to serve school lunches to senior high school students using offer versus serve (OVS).
- [Area Eligibility for Afterschool Programs \(ASP or At-Risk\)-](#) Allows all schools, regardless of their location, to claim all afterschool snacks or at-risk afterschool meals at the free rate.
- [On-Site Monitoring Requirements-](#) Allows NSLP/SBP On-Site Reviews to be conducted off-site.

Communicate details of your meal distribution plan with your local Health Dept.

Step 3: Apply to NSLP for SY 21–22 in WINS

Even if you plan to operate SSO for the entire school year, the NSLP application must still be completed. **Note: Steps 3 & 4 can be completed at the same time.**

Submit the following in WINS:

Sponsor Application - Select the *'Seamless Summer Option'* **and** *'National School Lunch Program / School Breakfast Program'* boxes to renew.

NSLP & SBP Site Applications

NSLP Site Calendar: **For OCTOBER BUILDING DATA** Create an NSLP schedule with one operating day of Sunday, October 31, 2021. Add estimated daily Free, Reduced-Price, and Paid meal counts. Check **only** the "Sunday" box when setting up the schedule.

- When completing October claim, put in zeros (0) for the meal count. You will receive an error message - please ignore this error.

Step 4: Apply to SSO for SY 21–22 in WINS

Submit the following in WINS:

Sponsor Application (check the SSO program)

Site Application(s)

Site Calendar(s): SSO Site schedules should extend through the last day of school or the last day you plan to operate SSO, whichever is sooner.

- August Operating Days: Please see WINS Job Aide SY21–22 or contact your CNS Program Specialist.

Step 5: Complete Monitoring Requirements for SSO

- All sponsors must complete a site review within the first three weeks of operations. Use the [SSO Onsite Review Form](#).
- You are not required to submit this form to OSPI Child Nutrition Services. Keep the form on file in the district office.

SSO Resources

- Seamless Summer Option webpage
- Program Materials & Required Documents
- Menu Planning & Meal Pattern

WINS Resources

- Attachment 1: Seamless Summer Option (SSO) Application Information
- WINS Job Aide SY21-22

Acronym Reference

- CNS – Child Nutrition Services
- MDP – Meal Distribution Plan
- NSLP – National School Lunch Program
- OSPI – Office of Superintendent of Public Instruction
- SBP – School Breakfast Program
- SSO – Seamless Summer Option
- USDA – United States Department of Agriculture
- WINS – Washington Integrated Nutrition System