



Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness

**SUMMER FOOD SERVICE PROGRAM
AGREEMENT**

ADAM H. PUTNAM
COMMISSIONER

AGREEMENT NO.: 04-0987 SPONSOR: City of Fort Lauderdale

This document constitutes the permanent agreement between the Sponsor and the Florida Department of Agriculture and Consumer Services (DACS) for the Summer Food Service Program (SFSP).

INSTRUCTIONS: (1) **AGREEMENT:** **Three originals** of this Agreement must be signed in ink and submitted to the Florida DACS as part of the application process. (2) **SPONSOR'S COPY:** When this Agreement is approved, one original will be returned for the files of the Sponsor.

No monies or other benefits may be paid out under this program unless this agreement is completed, approved, and filed as required by (7 CFR Parts 225, 3015, 3016, 3019, and 3052).

GENERAL APPLICABLE TERMS AND CONDITIONS

These general applicable terms and conditions are hereby incorporated into the Agreement between the Sponsor and the DACS. For purposes of this agreement, a public or private nonprofit school food authority, a public or private nonprofit residential summer camp, a unit of local, municipal, county, or state government, a public or private nonprofit college or university currently participating in the National Youth Sports Program, or a private nonprofit organization that develops a special summer or other school vacation program providing food service similar to that made available to children during the school year under the National School Lunch Program (NSLP) and School Breakfast Program (SBP) and that is approved to participate in the program is referred to as the "Sponsor." A physical location at which a Sponsor provides a food service for children and at which children consume meals in a supervised setting is referred to as a "site." Offer Vs. Serve (OVS) refers to a particular type of meal service in which children may select components to make up a reimbursable meal rather than taking all components of a unitized meal.

The Sponsor has agreed to participate in the SFSP and accepts responsibility for supervision and control over the program and final financial and administrative responsibility for the program.

The Sponsor will:

- A. Operate a nonprofit food service from May through September for children on school vacation; at any time of the year, in the case of sponsors administering the program under a continuous school calendar system; or during the period of October through April, if it serves an area affected by a unanticipated school closure due to a natural disaster, major building repairs, court orders relating to school safety or other issues, labor-management disputes, or

- other similar cause as approved by the DACS.
- B. Submit an agreement to the DACS where sites are located in accordance with the Food and Nutrition Service (FNS) Instruction 794-5, Agreements with Entities Which Operate Interstate Schools and Facilities.
- C. The Sponsor may operate with DACS approval, meal service sites which are not identified as non-profit locations, if the sites meet all of the following criteria:
1. Sites must be operated under the sponsorship of an eligible public or private non-profit service instruction;
 2. Sites must operate as open sites or restricted open sites;
 3. Sites must be located in an area in which at least 50 percent of the children are from households that are eligible for free or reduced priced school meals;
 4. Sites must make meals available to all children in the area and must serve meals to children on a first come, first served basis;
 5. Sites must serve all meals at no charge;
 6. Sites are not for-profit or for-profit camps;
 7. Meals must only be distributed by the Sponsor's trained staff and volunteers and sponsor trained site staff serving as volunteers; and
 8. The Sponsor must ensure no SFSP funds are provided to the for-profit site.
- D. Serve meals that meet the requirements and provisions during times designated as the meal service periods by the Sponsor and serve the same meals to all children. No permanent changes may be made in the serving time of any meal unless the changes are approved by the DACS.
- E. Serve meals without cost to all children, except that camps may charge for meals served to children who are not eligible for free or reduced-price school meals.
- F. Issue a free meal policy statement in accordance with 7 CFR 225.6 (c).
- G. Meet the training requirements for its administrative and site personnel, as required under 7 CFR 225:
1. The Sponsor must receive DACS training annually.
 2. The Sponsor must train all administrative staff and site staff before they undertake their responsibilities.
 3. The Sponsor shall not allow a site to operate until personnel at the site have attended at least one of the Sponsor's trainings.
 4. The Sponsor must document the attendance at site trainings and schedule additional sessions for those staff that are absent.
 5. The Sponsor must record for each training session offered the training dates, names of attendees, and documentation of the topics covered.
 6. The Sponsor will ensure that at least one person who has been trained by the Sponsor be present at each of the Sponsor's sites during the time of the meal service.
 7. Training for administrative staff should cover the following topics:
 - a. Purpose of the program
 - b. Site eligibility
 - c. Recordkeeping requirements

- d. Organized site activity
 - e. Meal requirements
 - f. Nondiscrimination compliance
 - g. How meals will be delivered
 - h. The delivery schedule (if applicable)
 - i. What records are kept and what forms are used
 - j. Monitor's responsibilities
8. Training for monitors should cover the following topics:
- a. Site for which they will be responsible
 - b. Introduce themselves to site supervisors
 - c. Duties of authority
 - d. Conducting site visit/reviews
 - e. Monitoring schedule
 - f. Reporting/recordkeeping procedures
 - g. Follow-up procedures
 - h. Office procedures
 - i. Local sanitation and health laws
 - j. Civil rights
 - k. Reporting for ethnic/racial data
 - l. Considerations for personal safety, if necessary
9. Training for site staff should cover the following topics:
- a. Purpose of the program
 - b. Site eligibility
 - c. Necessity for accurate records
 - d. Importance of organized activities at sites
 - e. For sites obtaining meals from food service management companies/commercial meal vendors, school food authorities, or the Sponsor's central kitchen:
 - i. Meal pattern requirements and types of meal service offered (use planned menus)
 - ii. Delivery schedules (exact times)
 - iii. Adjustments in the delivery amount
 - iv. Facilities available for storing meals
 - v. Who to contact about problems (provide Sponsor's name and telephone number)
 - vi. Approved level of meal service
 - f. For sites where meals are prepared at the site:
 - i. Meal pattern requirements
 - ii. Inventory (use inventory forms)
 - iii. Meal adjustments (use production records)
 - iv. Meal preparation adjustments
 - g. Explain recordkeeping requirements:
 - i. Daily recordkeeping requirements
 - ii. Delivery receipts (sample forms)
 - iii. Seconds, leftovers, and spoiled meals
 - iv. Daily labor – actual time spent on food service and time and attendance records
 - v. Collection of daily record forms
 - vi. Maintain copies of meal service forms
 - h. Civil rights requirements (use Site Supervisor's Guide)

- i. Explain other miscellaneous policy, such as:
 - i. Problems with inclement weather and alternate service areas
 - ii. Problems with unauthorized adults eating program meals
 - iii. Problems with discipline
 - iv. Review of equipment, facilities, and materials available for organized recreational activities
 - v. Review of trash removal system
 - vi. Corrective action
 - vii. Nutrition education
 10. The Sponsor will ensure that site personnel and monitors understand the importance of accurate point-of-service meal counts. Meals counts should represent only the number of meals actually served to children. Only complete meals served to eligible children can be claimed for reimbursement. Meals must be counted at the actual point of service.
 11. If the Sponsor plans to implement OVS at sites under its Sponsorship, it must follow OVS guidelines as outlined in 7 CFR 225.16(f)(ii). OVS permits children to decline food; a certain number of menu items they do not intend to eat. The Sponsor must ensure that all sites' staff is adequately trained on the guidelines and procedures of OVS and that choosing OVS does not preclude the Sponsor from maintaining a nonprofit operation.
 12. Sponsors not implementing the OVS provision will ensure that unitized meals are served to each eligible child at the point of service in order to be claimed for reimbursement.
 13. The Sponsor will notify the public through a media release with the dates, locations, and serving times for each site serving meals.
 14. The Sponsor will notify the local health department with the dates, locations, and times of trainings.
- H. In the storage, preparation and service of food, the Sponsor will maintain proper sanitation and health standards in conformance with all applicable state and local laws and regulations.
- I. The Sponsor will accept and use, in quantities that may be efficiently utilized in the SFSP, such foods as may be offered as a donation by the DACS.
- J. The Sponsor will have access to facilities necessary for storing, preparing, and serving food.
- K. The Sponsor will maintain a financial management system as prescribed by the DACS.
- L. The Sponsor will maintain on file documentation of site visits and reviews in accordance with 7 CFR 225.15(d) (2) and (3).
- M. The Sponsor will conduct a preoperational visit for all new and problem sites before they begin operations.
- N. The Sponsor will conduct a site visit at all new sites and any site that experienced operational deficiencies during the previous summer at least once during the first week of operation to ensure that the food service is operating smoothly and that any apparent problems are immediately resolved. In cases where a site, whether new or returning, will operate for only one week, the site visit must be conducted in that week.
- O. The Sponsor will conduct a site review at all sites at least once during the first four weeks of program operations. The review requires the monitor to observe a complete meal service

from beginning to end including delivery or preparation of meals, the meal service, and the clean up after meals.

- P. The Sponsor will ensure that if a site operates less than four weeks, the Sponsor must still conduct a review.
- Q. The Sponsor must continue monitoring throughout the duration of the program at a level sufficient to ensure that sites comply with program regulations.
- R. The Sponsor must take prompt action to correct problems at the sites found from previous reviews and inspections by the health department and document the corrections taken.
- S. The Sponsor must maintain children on site while meals are consumed.
- T. The Sponsor must retain financial and administrative responsibility for their SFSP.
- U. The Sponsor must submit to the DACS a copy of the letter notifying the local health department of its intention to provide a food service at specific times at planned sites. This must be provided to the DACS before program operation begins.
- V. The Sponsor will meet the civil rights requirements, as required under 7 CFR 225.7(g) and FNS Instruction 113-1:
 - 1. The Sponsor must inform potential participants of the availability of SFSP.
 - 2. The Sponsor must display in a prominent place at the site and in the Sponsor's office the nondiscrimination poster developed by the United States Department of Agriculture (USDA) or approved by FNS.
 - 3. The Sponsor must make reasonable efforts to provide information in the appropriate translation concerning the availability and nutritional benefits of the program.
 - 4. The Sponsor must include the nondiscrimination statement and instructions for filing a complaint in the public release and in any program information directed to parents of participants and potential participants.
 - 5. The Sponsor must ensure that meals are served to all attending children, regardless of their race, color, national origin, sex, age, or disability.
 - 6. The Sponsor must ensure that all children have equal access to services and facilities at the site regardless of race, color, national origin, sex, age, or disability.
 - 7. Each year, the Sponsor must determine the number of potentially eligible participants by ethnic/racial category for the area served.
 - 8. Each year, the Sponsor must collect ethnic/racial category data for each site under the Sponsor's jurisdiction. Sponsors of residential camps must collect and maintain the information separately for each session of the camp. For all other sites, the Sponsor must count the participating children at least once during the site's operation. The Sponsor may use visual identification to determine a participant's ethnic/racial category.
 - 9. The Sponsor must use separate categories when collecting and reporting ethnicity and race. Ethnicity must be collected first. Respondents must be offered the option of selecting one or more racial designations. The minimum designations for collection are:
 - a. Ethnicity:
 - i. Hispanic or Latino
 - ii. Not Hispanic or Latino

- b. Race:
 - i. American Indian or Alaskan Native
 - ii. Asian
 - iii. Black or African American
 - iv. Native Hawaiian or Other Pacific Islander
 - v. White

W. The Sponsor may request advance payment for total program costs. The Sponsor's request must be separated into operating costs and administrative costs. Advance requests must be submitted at least 30 days before the payment date of June 1 or by the established DACS deadline. The DACS must receive certification that a Sponsor (except for school Sponsors) has held training sessions on program requirements for site and Sponsor personnel before release of the second month's operating advance to the Sponsor.

X. The Sponsor must submit claims for reimbursement on the form and in accordance with procedures provided by the DACS.

Y. The Sponsor must submit claims for reimbursement via the Internet in accordance with procedures established by the DACS. Claims for reimbursement not filed within 30 days following the month for which the claim is made may be disallowed. Any exception to this requirement will be made at the discretion of the USDA, FNS. A one-time exception for late claim submission may be made at the discretion of the DACS.

Z. Reimbursements are based on the number of reimbursable meals served multiplied by the sum of the administrative and operational rates. Sponsors must maintain complete records to document all costs and meals they claim for reimbursement. Sponsors are not eligible for reimbursement unless they have signed an agreement with the DACS.

AA. Camp reimbursements are based on the number of children served who are eligible for free or reduced-price meals according to the income guidelines for NSLP or SBP. With DACS approval, camps may claim reimbursement for serving up to three meals or two meals and one snack to eligible children each day. Sponsors of camps must maintain the documentation that demonstrates the free or reduced-price eligibility of the children they claim reimbursement for and must make it available for review by the DACS. Sponsors of camps may charge noneligible children a separate fee for meals.

BB. Sponsors must document funds accruing to the Sponsor's program. Accruing funds will not be deducted from the Sponsor's reimbursement. Sources of funds considered program income include:

1. Cash donations specifically identified for use in the program.
2. Any federal, state, or local funds specifically provided to the program.

CC. Sponsors must use reimbursement or funds that exceed the Sponsor's expenditures in a way that benefits SFSP services to children. The Sponsor should use funds remaining at the end of the program year as start-up funds or for improving SFSP services in the following year.

DD. If the Sponsor will not participate in the SFSP the next year, funds may be used towards

the Sponsor's provision of other child nutrition programs. If the Sponsor does not provide any other program, the excess funds must be remitted to the DACS. Sponsors may **not** transfer excess funds to nonprogram operations or to increase salary or fringe benefit costs when the sole purpose of the increase is to reduce the food service program balance.

EE. Unallowable costs are costs for which program funds may not be used. They include, but are not limited to:

1. The cost for excess meals ordered or prepared but not served to eligible children, i.e., meals in excess of legitimate program adult meals and reimbursement meals, unless specifically approved by the DACS.
2. Meals served in violation of program requirements, e.g., meals served outside of the approved serving time, meals or components consumed away from the site, and second meals in excess of the two percent tolerance.
3. Rental costs for periods beyond the close-out date for program operation.
4. Any other costs incurred that the DACS determine to be in violation of applicable laws or regulations.
5. The cost to purchase food (including coffee, etc.) for use outside of the SFSP.
6. The cost of meals served to administrative adult personnel or any other adults who are not part of the food service operation.
7. The cost of spoiled or damaged meals.
8. For vended Sponsors, the cost of meals delivered by a food service management company to an unapproved site or for meals not delivered within the agreed-upon delivery time, meals served in excess of the approved capacity, spoiled or unwholesome meals, or meals that do not meet meal requirements or quality standards.
9. Bad debts, which are any losses arising from noncollectible accounts and other claims and related costs.
10. Repayment of overclaims and other federal debts.
11. Contributions or donations including contingency reserves, USDA-donated commodities and other donated food, labor, and supplies.
12. Fines or penalties resulting from violations of or failure to comply with federal, state, or local laws and regulations.
13. Entertainment and fundraising costs.
14. Interest on loans, bond discounts, costs of financing and refinancing operations, and legal and professional fees paid in connection therewith.
15. Costs resulting from an under-recovery of costs under other grant agreements.
16. Direct capital expenditures or option to purchase rental costs for acquisition of land or any interest in land; acquisition or construction of buildings or facilities or the alteration of existing buildings or facilities; nonexpendable equipment of any kind; repairs that materially increase the value or useful life of buildings, facilities, or nonexpendable equipment; and other capital assets, including vehicles.

FF. Sponsors, upon request, must make all accounts and records pertaining to the program available to state, federal, or other authorized officials for audit or administrative review at a reasonable time and place. The records shall be retained for a period of three years after the end of the fiscal year to which they pertain, unless audit or investigative findings have not been resolved, in which case the records shall be retained until all issues raised by the audit or investigation have been resolved.

1. A review at the Sponsor level should involve a review of how the claim for reimbursement is assembled and a review of the records maintained by the Sponsor. Regardless of the specific administrative review procedures, all Sponsors must make their records available for review by the DACS and must implement all corrective actions recommended by the DACS. The results of an administrative review may affect the amount of reimbursement a Sponsor will receive.
2. Violations of program requirements may result in withholding or recovery of reimbursements, temporary suspension, or termination and exclusion from future program participation.
3. When the DACS finds violations during a site review, it will require the Sponsor to correct the problems found. If the DACS finds a high level of meal service violations at a site, it will immediately require the Sponsor to follow a specific corrective action plan. The DACS will initiate a follow-up system to ensure that Sponsors take the specific action (as outlined in the plan) for correcting site violations.
4. Failure to submit an acceptable corrective action plan may affect your future participation in the program.

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)

FFATA REQUIREMENTS. Congress passed the FFATA in 2006 with the objective to promote open government by enhancing the federal government's accountability for its stewardship of public resources. This will be accomplished by making government information—particularly information on federal spending—accessible to the general public. Such information will be displayed in a single, searchable database entitled USAspending.gov. While USAspending.gov will be populated from existing federal government databases to the maximum extent possible, some of the required information can be developed only by establishing additional reporting requirements. This includes certain information on federal assistance programs.

Under FFATA, the DACS is required to include additional requirements in the terms and conditions of its grants to first-tier subgrantees. As a primary grantee, the DACS must report certain information on itself and on federal financial assistance provided to first-tier subgrantees. The Sponsor must obtain a Dun and Bradstreet Data Universal Numbering System number, register with the federal government's Central Contractor Registration System, and take other specified actions.

AUDITS

AUDIT REQUIREMENTS. The DACS provides federal financial assistance to a variety of entities that must comply with all federal and state audit requirements including: the Single Audit Act of 1984, as amended, (31 U.S.C. 7501 et. seq.); Office of Management and Budget (OMB) Circular A-133; Catalog of Federal Domestic Assistance (CFDA); Audits of State, Local Governmental Units, and Non-Profit Organizations, as amended; and any other applicable law or regulation and any amendment to such other applicable law or regulation that may be enacted or promulgated by the federal government. If the Sponsor is a local government or nonprofit organization and expends total federal awards of \$500,000 or more during its fiscal year, received either directly from the federal government or indirectly from a recipient of federal funds, the Sponsor shall have an audit made in accordance with the provisions of OMB Circular

A-133.

If the nonprofit Sponsor expends less than \$500,000 of federal financial assistance during its fiscal year, the Sponsor is exempt from these audit requirements but is required to maintain records of federal financial assistance and to provide access to such records by federal and state agencies or their designees.

If the Sponsor is a nonprofit institution not subject to the provisions of the OMB Circular A-133, or is a for-profit organization, the Sponsor shall be subject to the audit requirements of the laws and regulations governing the program(s) in which it participates.

PERIOD SUBJECT TO AUDIT AND AUDIT FREQUENCY. A single audit or program-specific audit made in accordance with OMB Circular A-133 shall encompass the fiscal period of the Sponsor and shall be performed on an annual basis.

SUBMISSION OF AUDIT REPORT TO THE STATE. If a single audit, organization-wide, or a program-specific audit is made in accordance with the provisions of OMB Circular A-133, the Sponsor must submit the audit report within 30 days after the audit has been issued. The audit shall be completed and the report submitted no later than nine months after the end of the Sponsor's fiscal year. The Sponsor shall submit three copies of the audit report to:

Division of Food, Nutrition and Wellness
Department of Agriculture and Consumer Services
600 S. Calhoun Street, Suite 120
Tallahassee, Florida 32399

All auditees shall submit a copy of the audit report to the Federal Auditing Clearinghouse in accordance with OMB Circular A-133, Section 320(d). The address for the currently designated clearinghouse is:

Financial Standards and Reporting Branch
Office of Federal Financial Management
Office of Management and Budget
Washington, D.C. 20503
Phone – (202) 345-3993

GENERAL AUDIT PROVISIONS. The Sponsor is responsible for obtaining the necessary audit in accordance with audit requirements of OMB Circular A-133.

The DACS reserves the right for federal and state agencies or their authorized representatives to perform additional audits of a financial or performance nature, if deemed necessary by the DACS or federal agencies. Any such additional audit work will rely on work already performed by the Sponsor's auditor and the costs for any additional work performed by the federal or DACS will be borne by those agencies at no additional expense to the Sponsor. Audit working papers and audit reports shall be retained by the Sponsor's auditor for a minimum of three years from the date of the audit report, unless the Sponsor's auditor is notified in writing by the DACS or the appropriate federal agency to extend the retention period. Audit working papers shall be made available upon request to authorized representatives of the DACS, the federal agency, or the General Accounting Office.

CFDA reporting numbers are as follows:

Program	Federal Code	Federal Regulation	CFDA
SFSP	NSLA (42 USC 1751-69h)	7 CFR 225	10.559

SIGNATURE ON BEHALF OF SPONSOR: I certify, as a Sponsor of the SFSP, that our program(s) will operate according to our current Application/Site Information and Agreement.


SIGNATURE OF CHIEF ADMINISTRATOR

4.23.13
DATE

Phil Thornburg
PRINT NAME

City of Fort Lauderdale
NAME OF SPONSORING AGENCY/SPONSOR

OFFICIAL USE ONLY

Florida Department of Agriculture and Consumer Services

APPROVED BY:

DATE:

Mike Gresham, Director of Administration

For agreement inquiries, contact:

Program Administrator

Division of Food, Nutrition and Wellness

Florida Department of Agriculture and Consumer Services

600 S. Calhoun Street, Suite 120

Tallahassee, Florida 32399

City of Fort Lauderdale
Summer Food Service Program Training Agenda
2013 Training Session

Introduction of Summer Food Service Program {SFSP} and
2012 Program Recap

Monitors & Site Staff Duties and Responsibilities

Meal Service Setup {POS}, Reports and Record Keeping
Requirements

Meal Procedures – Prior to, during and after serving meals

Review Civil Rights {Justice for All} Compliance Rules, Health
& Safety Issues, and State Food Service Requirements

Hands-On Review of SFSP forms, Guidance Materials

Discussion of Problem Solving Methods and Emergency
Procedures

Questions & Answers/Training Session Summary



Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness

**SUMMER FOOD SERVICE PROGRAM FOR CHILDREN
PRE-AWARD NONDISCRIMINATION COMPLIANCE REVIEW FORM**

ADAM H. PUTNAM
COMMISSIONER

Section 570.98 & 570.982 F.S.
Rule 5P-1003 FAC

Agreement Number: <u>04-0987</u> Name and Address of Sponsor: <u>City of Fort Lauderdale</u> <u>1350 West Broward Boulevard</u> <u>Fort Lauderdale, FL 33311</u>	Completion of the form is required by FNS Instruction 113-8 issued by the U.S. Department of Agriculture in order to participate in the Summer Food Service Program for Children. Failure to complete this form will result in a denial of the Summer Food Service Program application.
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Please Answer the Following Questions:

I. Estimated Daily Meal Participation by Ethnic/Race Group **(Do not list percentages):**

Hispanic or Latino	Not Hispanic or Latino	ETHNIC TOTAL	White	Black or African American	Asian	American Indian or Alaskan Native	Native Hawaiian or Other Pacific Islander	RACE TOTAL
68	640	708	125	517	0	0	0	707

II. Describe efforts to be used to assure that minority populations have an equal opportunity to participate:

All staff affiliated with the food program will be trained with regard to the Civil Rights and Justice for all requirements. In addition, all sites are monitored on a daily basis to ensure equal opportunity and access to the lunches and snacks.

III. Describe efforts to be used to contact minority and grassroots organizations about the opportunity to participate:

Posters and flyers are distributed out to the civic and homeowners associations with information about the summer food program. Information is also available to the children and parents at all of our recreation centers and housing projects. Press releases will be sent out City-wide.

IV. List federal agencies other than the U.S. Department of Agriculture that provide financial support to your organization:

Community Development Block Grants

Signature of Sponsor Representative

Date Signed

Please return completed compliance review and supporting documents to:

Food, Nutrition and Wellness
Florida Department of Agriculture and Consumer Services
600 S. Calhoun St., Suite 120
Tallahassee, FL 32399
Fax: (850) 617-7402

Retain a copy for your files.



Florida Department of Agriculture and Consumer Services
Food, Nutrition and Wellness

**SUMMER FOOD SERVICE PROGRAM FOR CHILDREN
AUTHORIZED SIGNATURE FORM**

ADAM H. PUTNAM
COMMISSIONER

Sponsor Name: City of Fort Lauderdale

Agreement Number: 04-0987

Please type or print the names, titles, and signatures of persons authorized to sign the application, agreements, documents, forms and claim for reimbursement. All authorized signers, authorized representatives, and program contacts must be legal employees of the institution. These individuals cannot be FSMC employees.

AUTHORIZED SIGNERS:

Barbara Barber

Type of Print Name

Community Programs Supv.

Type or Print Title

Signature

Tommy Hall

Type of Print Name

Recreation Programmer II

Type or Print Title

Signature

Type of Print Name

Type or Print Title

Signature

Type of Print Name

Type or Print Title

Signature

I certify that the person(s) above are authorized to operate the program and/or sign the claim for reimbursement.

AUTHORIZED REPRESENTATIVE:

Phil Thornburg, Parks & Recreation Director

Type or Print Name & Title of Authorized Representative

Signature of Authorized Representative

4.22.13

Date signed



Venice of America

CITY OF
FORT LAUDERDALE

Press Release

For Immediate Release

April 12, 2013

**Contact: Angela Sabina DiPietro, Public Information Specialist
(954) 828-6719 / angelas@fortlauderdale.gov**

City of Fort Lauderdale Offers Summer Food Service Program
Free Lunches and Snacks Available at Participating Facilities

Fort Lauderdale – The City of Fort Lauderdale Parks and Recreation Department will be participating in the 2013 Summer Food Service Program (SFSP) at eight various park sites, beginning Monday, June 17 through Friday, August 9 (excluding July 4).

Nutritionally balanced meals will be provided to all children regardless of race, color, sex, disability, age or national origin during summer vacation when school lunches and snacks are not available. All children 18 years old and younger, are eligible for meals at no charge and there will be no discrimination in the course of the meal service. The programs are only approved for geographical areas of need where 50 percent or more of the children qualify for free and reduced price meals during the school year.

Lunches will be served from 11:00 a.m. to 12:30 p.m. and snacks will be served from 2:30 p.m. to 3:30 p.m. at the following park sites:

- | | | |
|----|-------------------|---------------------------|
| 1. | Bass Park | 2750 N.W. 19th Street |
| 2. | Carter Park | 1450 W. Sunrise Boulevard |
| 3. | Croissant Park | 245 West Park Drive |
| 4. | Lauderdale Manors | 1340 Chateau Park Drive |
| 5. | Osswald Park | 2220 N.W. 21st Avenue |
| 6. | Riverland Park | 900 S.W. 27th Avenue |
| 7. | Riverside Park | 500 S.W. 11th Avenue |
| 8. | Warfield Park | 1000 W. Sunrise Boulevard |

In addition, summer feeding sites that are located at schools provide meals to all children in the immediate vicinity as well as to those enrolled in summer school.

Any person who needs reasonable accommodation to participate in this program or has additional questions may contact the City of Fort Lauderdale Summer Food Service Program at (954) 828-8942.

To file a complaint of discrimination, write to USDA, Director, Office of Adjudication, 1400

Fort Lauderdale Summer Food Service – 2/2

Independence Avenue, S.W., Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

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CITY OF
FORT LAUDERDALE

Parks & Recreation
Department

April 10, 2013

Mr. Anthony Vomero
Environmental Health Director
Broward County Health Department
780 SW 24th Street
Fort Lauderdale, FL 33315

Dear Mr. Vomero:

The City of Fort Lauderdale Parks & Recreation Department will conduct their annual Summer Food Service Program (SFSP) from June 17 – August 9, excluding July 4, 2012 at the locations listed below.

Lunches will be served from 11:00 a.m. to 12:30 p.m. and snacks will be served from 2:30 p.m. to 3:30 p.m. We welcome your inspection at our facilities during the course of this summer session. The Program Coordinator can be reached at 954.828.8942 or via cell at 954.682.6667.

Summer Food Service Program Sites:

Bass Park Community Center 2750 NW 19 th Street Fort Lauderdale, FL 33311	On-site Food Supervisor	Chiketia Ponder 954.828.8498
Carter Park 1450 West Sunrise Boulevard Fort Lauderdale, FL 33311	On-site Food Supervisor	Tina Butler 954.828.5410
Croissant Park Community Center 245 West Park Drive Fort Lauderdale, FL 33315	On-site Food Supervisor	Lisa Thomas 954.523.1063
Lauderdale Manors Park 1340 Chateau Park Drive Fort Lauderdale, FL 33311	On-site Food Supervisor	Starr Ferguson 954.828.5412
Osswald Park 2220 NW 21 st Avenue Fort Lauderdale, FL 33311	On-site Food Supervisor	Cheryl Brown 954.828.6455
Riverland Community Center 900 SW 27 th Avenue Fort Lauderdale, FL 33312	On-site Food Supervisor	Lenore Glickman 954.828.5320
Riverside Park 500 SW 11 th Avenue Fort Lauderdale, FL 33321	On-site Food Supervisor	Susan Riestra 954.468.1553
Warfield Park 1000 West Sunrise Boulevard Fort Lauderdale, FL 33311	On-site Food Supervisor	Vanessa Wright 954.828.6120

There will be two SFSP training sessions are being held at the Mizell Center located at 1409 NW 6th Street on
Wednesday, May 23, 2013 from 11:30 a.m. – 1:00 p.m.
Tuesday, June 11, 2013 from 12:30 p.m. – 2:30 p.m.
Please feel free to have any members of your staff attend.

If you have any additional questions or need additional information, please feel free to contact me at 954.828.8942.

Tommy Hall, Recreation Programmer II
City of Fort Lauderdale Parks & Recreation Department