



# Arkansas Department of Human Services



## Division of Child Care and Early Childhood Education Special Nutrition Programs

P.O. Box 1437, Slot S-155 Little Rock, AR 72203-1437 501-682-8869 Fax 501-682-2334 TDD: 501-682-1550

June 25, 2010

TO: Summer Food Service Program Participants

FROM: Curtis Curry, Program Administrator

SUBJECT: Summer Food Service Program Demo Projects-2010

The Summer Food Service Program (SFSP) in collaboration with the Division of Workforce Services and the USDA 2010 Summer Demonstration Project: Extended Length of Operation are working together to provide funds for reimbursement of meals served to adults at sites that are serving meals to area eligible children and provide an extra .50 cents per lunch served to children by providers who are in operation 40 days or more. Sponsors who would like to participate in the adult feeding project will have to complete and submit an addendum to their SFSP application to receive reimbursement for these meals.

Details of the projects and how you can participate will be discussed during a WebEx (conference call) scheduled for July 1, 2010 at 3:00 pm. Only sponsors who participate in the WebEx will be eligible to participate in adult feeding. After you log in, state your name and facility's name after the beep. Place your phone on mute until the call is opened for questions. **Forms and WebEx instructions are attached.** Please log in at least 10 minutes before the call starts. Complete the attached forms and return to Shundra Wilson at [shundra.wilson@arkansas.gov](mailto:shundra.wilson@arkansas.gov) or fax to (501)682-2334 by Wednesday, June 30, 2010. If you have any questions, you may contact our office at 501-682-8869.

**REGISTRATION FORM FOR THE  
SUMMER FOOD SERVICE PROGRAM  
DEMO PROJECTS  
WEBEX/CONFERENCE CALL**

**July 1, 2010.....3:00 pm**

Agreement # \_\_\_\_\_

Name of Facility: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

The following people will participate in the conference call, please print names:


**Only sponsors who participate in the conference call will be eligible to serve adult meals.**

Return registration form to: Special Nutrition Programs  
Summer Food Service Program  
P.O. Box 1437, Slot S-155  
Little Rock, Arkansas 72203-1437  
Phone :( 501)682-8869

You may fax your forms to        SNP-SFSP (501) 682-2334

**ADDENDUM TO DEPARTMENT OF HUMAN SERVICES  
SPECIAL NUTRITION PROGRAMS-SUMMER FOOD SERVICE PROGRAM AGREEMENT**

This agreement is between the Arkansas Department of Human Services (SNP) and the \_\_\_\_\_ Sponsoring Organization (SO) and covers the period from \_\_\_\_\_ to \_\_\_\_\_.  
start date end date

For the purpose of providing meals to adults in the service area of your summer food service program site/s that are open sites, serving meals to children in an eligible area.

A. This is a mutual agreement between the State Agency and the Sponsoring Organization (SO) that:

1. The SO will develop a plan to serve meals to adults at approved sites serving area eligible children without interrupting service to any area eligible children.
2. The SO will comply with the applicable requirements of the SFSP.
3. The SO will maintain separate records to track number of adult meals served and claimed for reimbursement.
4. The SO will claim reimbursement for adult meals served under a separate agreement number from meals served to children.
5. The SO must communicate to the public that this is a one-time service only for the summer of 2010.
6. The SO will serve only breakfast and/or lunch to adults, no snacks or second meals.

B. General Conditions:

1. This agreement is only for the summer of 2010.
2. The SO is not obligated to provide this service.

\_\_\_\_\_  
State Agency Rep

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sponsoring Organization Rep

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# WebEx/Conference Call Information

**Curtis Curry, Administrator, Summer Food Service Program** invites you to attend this online meeting.

Topic: Summer Food Service Program Demo Projects

Date: Thursday, July 1, 2010

Time: 3:00 pm, Central Standard Time

Audio Call: 1-800-390-5809

Pass code: 5016824836

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To register for this meeting

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1. Go to

<https://thedataport.webex.com/thedataport/j.php?ED=140925827&RG=1&UID=0>

2. Register for the meeting.

Once the host approves your request, you will receive a confirmation email with instructions for joining the meeting.

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For assistance

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1. Go to <https://thedataport.webex.com/thedataport/mc>

2. On the left navigation bar, click "Support".

You can contact me at:

[jennifer.spriggs@arkansas.gov](mailto:jennifer.spriggs@arkansas.gov)

1-501-683-0972

Sign up for a free trial of WebEx

<http://www.webex.com/go/mcemfreetrial>

<http://www.thedataport.com>

We've got to start meeting like this(TM)

IMPORTANT NOTICE: This WebEx service includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining this session, you automatically consent to such recordings. If you do not consent to the recording, do not join the session.