



Spring 2017

Dear Summer Food Site Applicant:

Thank you for expressing interest in the Summer Food Service Program administered by the Florida Department of Agriculture and Consumer Services. The Jacksonville Children's Commission (Commission) is proud to be a sponsor of the 2017 Summer Food Service Program and we look forward to building community partnerships that allow us to better meet the needs of Jacksonville's children.

Nutritionally balanced meals will be provided to all children regardless of race, color, sex, disability, age or national origin during summer vacation when school breakfasts and lunches are not available. All children 18 years old and younger, if open site, 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.

The Commission is looking for summer food sites that will serve the greatest number of children in a safe, child friendly, effective, and efficient manner. Because Federal guidelines limit the number of sites the Jacksonville Children's Commission can sponsor, priority will be given to sites that best meet the above mentioned criteria.

Summer food sites will operate Monday through Friday, beginning on **June 5th** and ending on **August 11th**.

Please complete the [online summer food site application form](#). **For multiple sites, submit a separate application for each site.** Please be sure that all information requested is provided before submission.

Once the application is processed, sites will be notified by E-Mail and provided with Food Service Program training dates and information. Keep in mind the training is **MANDATORY**. The Commission requires **two** staff members who are directly responsible for serving the meals and completing the paperwork to attend training. These two individuals **must** be listed as site supervisor and alternate site supervisor on your application. In addition, Federal regulations require that the site supervisor or alternate site supervisor be present during each meal period in its entirety. **The Jacksonville Children's Commission is not permitted to deliver meals to any site that has not completed training prior to the start of the program.**

Again, thank you for your interest in the program. Site applications are also available to be completed at:

**Jacksonville Children's Commission
1095 A Philip Randolph Blvd.
Jacksonville, FL 32206**

If you have additional questions, feel free to contact (904) 630-6400.

Sincerely,

Lavetta McCoy

Lavetta McCoy, MBA, RDN, LD/N
Nutrition Services Program Manager