

How to apply to participate in the Summer Food Service Program in 3 Steps



STEP 1

Thoroughly Complete Viability Screening* (Non-profits only)

- Potential Sponsor Viability Checklist
- Delegation of Authority Form
- SFSP Affidavit
- Tax Exempt Status
- Certification of Tax Exempt Status for Churches (Churches only)
- Integrated Auxiliary Organization Form (Churches only)

Submit forms to: DECAL 2 Martin Luther King Jr., Drive, Suite 754, East Tower Atlanta, GA 30334.
Attention: Nutrition Division: Application Services Manager or
email to Demetria.Thorton@decga.gov

Deadline: Seven business days before the last New Sponsor Training: April 28 & 29.

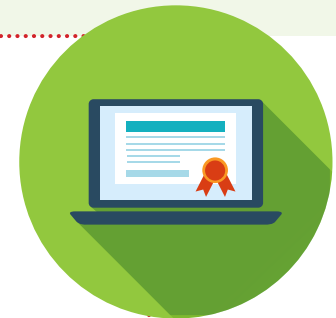
**Organizations that meet all of the requirements of the viability screening process will be registered to attend the required 2-day training program for New Sponsors.*

STEP 2 Attend Virtual 2-day New Sponsor Training

Held virtually in March & April

At training, a new sponsor will learn how to:

- Complete the application
- Identify meal sites
- Organize and manage the program
- Monitor Sites
- Submit claims online



STEP 3 Complete the SFSP Application

- **3-Part application:**
 1. Online application
 2. Paper Documentation
 3. Successful pre-operational visit
- **Submit your online application to allow for any corrections**
- **Pre-op visit to ensure program compliance and general oversight of the program**