HEALTHY SUMMER MEALS FOR KIDS

# SFSP PY24 Annual Training Requirement

*Geoff Horni | Director for Program Eligibility*

# Renewal Application for SFSP PY24

## Training required for all responsible individuals.

Training will be need to be verified for all individuals listed within the Contracting Entity Application in TX-UNPS.

HEALTHY SUMMER MEALS FOR KIDS

# Renewal Application for SFSP PY24

## Visit squaremeals.org/FandN-Resources/Training/SFSP-Training

| Course Name | Course Description |
|---|---|
| Annual SFSP Training<br>** NEW! ** | This online course outlines key responsibilities of the Summer Food Service Program and meets the Sponsor training requirement as mandated in USDA's Administration Guide: Summer Food Service Program.<br>*Updated 3/1/2023* |

HEALTHY SUMMER MEALS FOR KIDS

# Enter dates training was completed.

# It must be completed prior the application submittal to TDA.

## Summer Food Service Program Contact

| | | Salutation | First Name | Last Name |
|---|---|---|---|---|
| 9. | Name: | Ms. | Nicole | Kidman |
| 10. | Email Address: | nk@domain.com | | |
| 11. | Phone: | (512) 555-1212 | Ext: | Fax: |
| 12. | Title: | ADMINISTRATIVE COORDINATOR | | |

13. ☑ This person is a supervisor responsible for the food service and attended or will attend current program year's TDA training. Date training completed or will be completed: 04/06/2024

## Primary Authorized Representative

| | | Salutation | First Name | Last Name |
|---|---|---|---|---|
| 14. | Name: | Ms. | Cheryl | Tiegs |
| 15. | Date of Birth: | 01/01/1982 (mm/dd/yyyy) | | |
| 16. | Email Address: | ct@domain.com | | |
| 17. | Phone: | (521) 555-1212 | Ext: | Fax: |
| 18. | Title: | Deputy Director | | |

### Home Address

| | | | | |
|---|---|---|---|---|
| 19. | Address Line 1: | 123 First Street | | |
| | Address Line 2: | | | |
| 20. | City: | Houston | | |
| 21. | State: | TX | Zip: | 77051 |

22. ☑ This person is a supervisor responsible for the food service and attended or will attend current program year's TDA training. Date training completed or will be completed: 04/13/2024

HEALTHY SUMMER MEALS FOR KIDS

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
   U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or
2. **fax:**
   (833) 256-1665 or (202) 690-7442; or
3. **email:**
   program.intake@usda.gov

This institution is an equal opportunity provider.