

**FOOD, FRIENDS & FUN!**



**SUMMER  
FOOD  
SERVICE  
PROGRAM**

**A SPONSOR GUIDE  
FOR PARTNERSHIPS**



## ABOUT SUMMER NUTRITION PROGRAMS

The Texas Department of Agriculture is committed to enhancing the health of all Texans. To combat hunger, obesity and unhealthy eating patterns, the agency administers the following U.S. Department of Agriculture (USDA) Child and Special Nutrition programs for the state of Texas.
























Many children around the country depend on free or reduced-price meals, served through schools, for proper nutrition. When school is not in session, some children may not get a well-balanced meal. The Texas Department of Agriculture's Summer Food Service Program provides these children with the same nutritious meals received during the school year. Meals are served at no charge to eligible children.

For additional program information, please visit the Summer Food Service Program website at [www.summerfood.org](http://www.summerfood.org) or contact TDA at (877) TEX-MEAL.

Partnering with individuals, community groups, public agencies and businesses is a way of obtaining needed resources for your Summer Food Service Program (SFSP). Whether at the state or local level, finding partners to supplement your existing resources can result in a stronger SFSP. Partnering can also generate interest in the SFSP, build community support, and help you to better meet the nutritional and developmental needs of the children you serve.



# TAKE ACTION WITH THESE PARTNERSHIP IDEAS

YOUR PARTNER	HELPFUL TIPS	IDEAS
College or Trade School Students	Contact the college volunteer services, HR or main office	     
Culinary School Students	Students often want experience to use on their resume  Students often must meet volunteer hour requirements	 
Dieticians, College Nutrition Divisions	Information posted on community and student boards	 
Faith-Based Organizations	Serves as a gathering point and communication point for most communities	    
Local Libraries	Libraries are a community resource that may be able to help directly and indirectly in your efforts	 
Parents and Grandparents	Parent organizations and senior center volunteers	  
Pediatricians, Hospitals	Information distribution point for the community regarding health	
Food Banks	Serves as a communication point for hunger in a community	 

## ACTION KEY



Create interest by “getting the word out”



Provide activities for the children



Offer program or office space, facilities or equipment



Prepare, distribute or serve



Address transportation challenges

YOUR PARTNER	HELPFUL TIPS	IDEAS
Parks and Recreation Departments	Resources and relationships for enhancing your program	 
Boys and Girls Clubs, YMCA, YWCA	A community and youth gathering point	  
Businesses	Contact businesses to help in various ways Larger companies often have a community relations or marketing contact	       
Restaurants and Local Caterers	Chefs and food service professionals are a great resource to aid in recipe ideas based on budget and resources	  
Local Radio, Television and Newspaper	Provide stories to the media about your program utilizing press releases Write letters to the editor about feeding children	
City Transportation Dept. / ISDs	Provide transportation to and from participating sites	



Provide business expertise such as bookkeeping, data entry and accounting



Offer financial assistance



Design materials, print flyers and create websites



Provide access to computers



Create recipes

## **BUILDING A SUCCESSFUL PARTNERSHIP**

### **Goals and Roles**

- Establish your goals. What do you want to achieve?
- How do you need help in accomplishing your goals (outreach, activity programs, meals, money)?
- Find partners whose skills and resources are different than yours.
- Define roles and tasks. Agree on a written description of each partner's responsibilities.
- Find ways to publicly thank your partners.

### **Money**

- It is expected that you are already operating a successful organization and have the financial and administrative infrastructure in place to administer a successful SFSP.
- Do you pay your partner for goods or services? If so, carefully spell out the terms of any financial agreement in writing.
- Partnerships work well when each partner brings their own resources, financial and otherwise to the relationship. Don't let misunderstandings over money destroy a partnership and your SFSP.

### **Meal Vendors**

- Sponsors must pay for these meal services out of their federal operating reimbursement.
- Your expectations regarding the preparation, distribution, quality and payment for the meals must be carefully spelled out in the contract, as should the flexibility to meet changing circumstances.
- Sponsors should not underestimate the time and energy needed to build a good working relationship with their meal vendor, and should consult Texas Department of Agriculture for guidance on bid specifications and the procedures for the competitive bidding process.
- SFSP regulations require all program income be reported, which may result in sponsors receiving less reimbursement.
- Sponsors should discuss the fiscal implications of all partnerships with Texas Department of Agriculture.

## Activity Partners

Combining good meals with engaging activities at your sites will help in two ways:

1. More children will come to your sites, thus increasing and stabilizing attendance and improving financial stability.
2. Well-nourished children are better equipped to take advantage of developmental opportunities offered through activities.





## Food and Nutrition Division

3E'S OF HEALTHY LIVING  
*Education, Exercise and Eating Right*

TEXAS DEPARTMENT OF AGRICULTURE  
COMMISSIONER TODD STAPLES

For more information about the  
Summer Food Service Program,  
go to [www.SummerFood.org](http://www.SummerFood.org)  
or call (877) TEX-MEAL.

To find a feeding site during the  
summer months, call 211.



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