This Policy Alert extends the extensions, waivers, and late claim requests for the school food authorities (SFAs) as a result of Hurricane Katrina to areas affected by Hurricane Rita. All options offered in Policy Alerts NSLP/SBP 2005-17, NSLP/SBP 2005-21, and NSLP/SBP 2006-1 have been extended to SFAs as applicable. Also, this Policy Alert offers additional guidance for areas declared as a Federal Disaster Area due to Hurricane Rita.

Implementation
This Policy Alert takes effect immediately and will remain in effect until further notice.

Definitions
Declared Disaster Areas are areas limited to counties designated on the Federal Emergency Management Agency website, www.fema.gov/index2.shtm, as eligible for assistance to individuals and households.

Areas Affected by Hurricane Rita include Declared Disaster Areas plus any other area where it is determined that the hurricane’s impact (in terms of displaced persons, food shortages, etc.) will have a significant impact on Program operations.

Procedure
Declared Federal Disaster Areas
SFAs located in areas declared Federal Disaster Areas due to Hurricane Rita may apply to:

- Waive verification for Program Year 2006; and/or
- Claim all meals free through November 30, 2005 due to the inability to maintain records.

The following counties have been declared Federal Disaster Areas:

Angelina, Brazoria, Chambers, Fort Bend, Galveston, Hardin, Harris, Jasper, Jefferson, Liberty, Montgomery, Nacogdoches, Newton, Orange, Polk, Sabine, San Augustine, San Jacinto, Shelby, Trinity, Tyler, and Walker.

This Policy Remains in Effect Until Further Notice
**Procedure continued**

SFAs located in declared Federal Disaster Areas are also eligible for extensions, waivers and late claim requests for areas affected by Hurricane Rita and should refer to the following Policy Alerts for guidance:

- NSLP/SBP 2005-17, “Emergency Feeding of School Children in Areas Affected by Hurricane Katrina”;
- NSLP/SBP 2005-21, “Hurricane Katrina: Eligibility and Verification Procedures; and
- NSLP/SBP 2006-1, “Submitting Late Claims Due to Emergency Feeding of Child Evacuees from Hurricane Katrina”.

**Areas Affected by Hurricane Rita**

SFAs not located in declared Federal Disaster Areas, but are located in areas that are affected by Hurricane Rita must review all emergency eligibility determinations 45 days after making the determination. These reviews may be conducted on a group basis, rather than SFAs reviewing the determinations on a household-by-household basis.

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**Forms**

**Extension and Waiver Requests Due to Hurricane Rita**

To apply for extensions and/or waivers, SFAs must complete and submit the “Hurricane Rita: Extension and Waiver Requests, Program Year 2006” form to their Area Program Office for approval.

**Late Claim Submittal Request**

To apply to submit late claims, SFAs must complete the “Hurricane Rita: Late Claim Request, Program Year 2006” form and attach the form to their paper late claim and submit to SNP Financial Services for reimbursement. Refer to Policy Alert NSLP/SBP 2006-1, “Submitting Late Claims Due to Emergency Feeding of Child Evacuees from Hurricane Katrina” for further guidance.

**Note:** SFA must retain all documentation for requesting an extension and/or waiver for three years and 90 days following the end of the school year. If audit findings, claims, or litigation have not been resolved, keep all documentation until the audit is resolved.

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**Adverse Action**

Failure to maintain documentation for requesting an extension and/or waiver may result in adverse action up to and including the termination of your NSLP/SBP contract.

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**Contact**

If you have any questions regarding this Policy Alert, please contact your Area Program Office.

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**ATTACHMENTS**