POLICY ALERT

Date: January 13, 2010

Reference: # SFSP 2010-03

To: Summer Food Service Program (SFSP) Sponsors

Subject: Revised Instructions for Form H1531 and H1531-S

Effective Date: Immediately

Purpose

REPLACE Instructions for Form H1531 and H1531-S, Child Nutrition Program Application

The instructions have been revised to correct the following:

- **Part 5. Signature and Social Security Number (Adult must sign):** the adult household member who does not have a social security number does not have to indicate N/A, they must check the box “I do not have a Social Security Number”.

- **For Official Use only** – clarifies that annual conversion is only required if income is received in different frequencies, for example one household member receives income monthly and another receives income weekly.

Implementation

Immediately

Procedure

Replace instructions to Form H1531/H1531-S with a revision date other than January 2010 with the revised instructions located on the TDA website at www.snptexas.org.

Contact

If you have any questions please contact your Community Operations office.

This Policy Remains in Effect Until Further Notice