# SCNP Memo #2023-2024-78

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: May 16, 2024

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: Policy Memorandum on Summer Food Service Program Meal Claim Validation

The purpose of this memorandum is to distribute new U.S. Department of Agriculture, Food and Nutrition Service (USDA-FNS) guidance on meal claim validation in the Summer Food Service Program (SFSP). The Virginia Department of Education, Office of School and Community Nutrition Programs (VDOE-SCNP) will incorporate this updated guidance in SFSP administrative review training, which is hosted annually each fall.

### USDA-FNS Policy Memorandum SFSP 09-2024

On April 19, 2024, the USDA-FNS published [SFSP 09-2024: Meal Claim Validation in the SFSP](https://fns-prod.azureedge.us/sites/default/files/resource-files/SFSP09-2024s.pdf). The policy memorandum provides guidance to state agencies for conducting the meal claim validation portion of the administrative review process.

### Action Required

* Review USDA-FNS policy memorandum [SFSP 09-2024](https://fns-prod.azureedge.us/sites/default/files/resource-files/SFSP09-2024s.pdf).
* Attend SFSP administrative review training in the fall. Registration information is forthcoming.

### For More Information

For more information, please contact your assigned School Nutrition Programs regional specialist for school food authorities or Community Nutrition Programs regional specialist for community organizations.

SCC/MVP/fd