

# Serving Meals During an Emergency or Disaster

In the event of an unanticipated school closure, extreme weather event, natural disaster, or other similar situation, School Food Authorities (SFAs) or other Child Nutrition Program (CNP) sponsors can serve no-cost meals to children in the affected areas. Follow the steps in this document to see how meals may be provided to children and implement strategies to ensure a rapid response in the event of an emergency or disaster.

## 1 Select a program

Program	Eligibility	When	Where	Eligible Sponsor	Number of Meals	Reimbursement Rate
<b>Summer Food Service Program (SFSP)</b>	Children 0-18 (D-SNAP and homeless free status remains for full year)	May-September for traditional school calendar areas; October-April during unanticipated school closures (i.e. emergencies); During student vacations of 15 days or more for schools on a continuous year calendar	Area eligible locations* (i.e. schools, camps, churches, community centers, libraries, migrant centers, parks, apartment complexes)	Current SFSP sponsors; new sponsors can apply	Up to 2 meals a day at most sites (lunch and supper not allowable at the same site for the same group of kids)	<a href="#">SFSP Free Rate</a>
<b>Seamless Summer Option (SSO)</b>	Children 0-18 (D-SNAP and homeless free status remains for school year and carryover period)	May-September for traditional school calendar areas; October-April during unanticipated school closures (i.e. emergencies); During student vacations of 10 days or more for schools on a continuous year calendar	Area eligible locations* (i.e. schools, camps, churches, community centers, libraries, migrant centers, parks, apartment complexes)	Current SFAs; SFAs interested can apply	Up to 2 meals a day at most sites (lunch and supper not allowable at the same site for the same group of kids)	Reimbursed at <a href="#">NSLP/SBP applicable free rates</a> for the school year beginning July 1 of the prior calendar year
<b>Child and Adult Care Food Program (CACFP)</b>	Children 0-18 and disabled adult participants	Year-round	Emergency shelters, At-Risk Afterschool centers	Child care centers, Adult day care centers, At-risk afterschool programs, Homeless/emergency shelters, Other early education facilities	Up to 3 meals a day at a designated emergency shelter	<a href="#">CACFP Free Rate</a>

\*Site eligibility requirements may be waived by USDA in certain disaster situations

More information: [CDE Emergency Feeding webpage](#); [CACFP Food Assistance During an Emergency](#)



## 2

### Select a location

If the school building is open, safe for students, and [area eligible](#), you may serve meals there

If not

Identify a nearby area eligible location to provide meals (school or non-school site)

If not

Contact [local emergency manager](#) for meal service options

## 3

### Contact CDE

If you have identified a location to serve meals, contact: [summermealprogram@cde.state.co.us](mailto:summermealprogram@cde.state.co.us) for application details and next steps

## 4

### Action steps to prepare for an emergency or disaster

#### Before



- Complete an [Emergency Readiness Plan](#)
- Designate a [chain of command](#)
- Purchase shelf stable food items to keep on hand



- Ensure staff understand their role during an emergency
- Practice the emergency readiness plan
- Buy items like shelf stable milk, crackers, and shelf stable meals

#### During



- Track and document all meals served and all expenses
- Communicate meal distribution information to students, families, and community



- Use the [daily meal count form](#) or similar method to track meals
- Promote meal locations and times through social media, school website, and community partners

#### After



- Assess effectiveness of Emergency Readiness Plan and re-evaluate as necessary
- Take product inventory



- Did families know how to access meals?
- Did you run out of key items that need to be restocked?
- Was the plan implemented as intended?
- What worked, and what didn't?

