



## SUMMER LUNCH PROGRAM

San Francisco Dept. of Children, Youth and Their Families

The Summer Lunch Program is a program jointly funded by federal, state, and local government. DCYF has agreed to sponsor this program in San Francisco as a way to ensure that qualified community sites are able to receive free, nutritious lunches and snacks for the youth in their communities.

**If you are interested in receiving FREE lunches and/or snacks at your program this summer, please fill out the following application and return it to DCYF by April 9, 2010 by emailing it to [summerlunch@dcyf.org](mailto:summerlunch@dcyf.org) or faxing it to 415-554-8965.**

***APPLYING FOR THIS PROGRAM DOES NOT COMMIT YOUR PROGRAM TO PARTICIPATE!***

<b>Organization Name</b> (incl. site name if applicable)			
<b>Site Address</b> City, State, Zip Code			
<b>Mailing Address (if different from above)</b>			
<b>Site Contact Person</b>			
<b>Phone Number</b>			
<b>Fax Number</b>			
<b>Email Address</b>			
<b>Additional Contact Name/Info</b>			
<b>Has your site participated in the Summer Lunch Program in the past?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>What days does your site plan to serve meals?</b> <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thurs <input type="checkbox"/> Fri		
<b>Are there dates your site will not serve lunches (holidays, special parties)?</b>	July 5 (no meals for Independence Day holiday)		
<b>Will your site serve indoors?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>If not, do you have a place to serve indoors in bad weather?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Will your site have sufficient space and staff to accommodate youth from the community coming to your site during meal times?</b>			

**LUNCHES**

<b>What dates would your site like to serve lunches (MUST be between June 14-Aug 6)?</b>	START DATE:	END DATE:
<b>Average # youth you expect daily</b>		
<b>Time your site would like to serve lunches each day (cannot exceed two hours)</b>	START TIME:	END TIME:

**SNACKS**

<b>What dates would your site like to serve snacks (MUST be between June 14-Aug 6)?</b>	START DATE:	END DATE:
<b>Average # youth you expect daily</b>		
<b>Time your site would like to serve snacks each day (cannot exceed one hour: must be 3 hours from lunch start time)</b>	START TIME:	END TIME:

**TRAINING**

<b>What training date will your staff attend? All trainings are at 101 Grove St from 9:30am-12:00pm</b>	<input type="checkbox"/> Wed, May 26 <input type="checkbox"/> Fri, May 28 <input type="checkbox"/> Thurs, June 3
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By signing this application, I verify that all above information is correct and that our staff is interested in participating in the Summer Lunch Program. I agree that our site will follow all rules and regulations of the program, attend mandatory trainings, serve meals at the days/times specified above, fill out appropriate paperwork during each meal service, and stay in communication with DCYF staff regarding the Summer Lunch program at my site. I understand that if my staff or I fail to comply with any of these issues, it may result in our program being dropped from the Summer Lunch Program and/or being charged for the meals DCYF cannot claim for reimbursement because paperwork was not turned in, records were not kept, or the site closed and didn't give adequate notice of closure.

\_\_\_\_\_  
Site Supervisor of Participating Organization

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Date

***Please fax, email or mail the completed application by April 9, 2010 to:***

**Amy Portello Nelson**  
 1390 Market Street, Suite 900  
 San Francisco, CA 94102  
 Fax: (415) 554-8965  
 Email: [summerlunch@dcyf.org](mailto:summerlunch@dcyf.org)

Additional Comments from your Site:

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