



Community Action and Human Services Department
Overtown Transit Village North
701 NW 1st Court, Suite 1000
Miami, FL 33136
T 786-469-4600 F 786-469-4703
www.miamidade.gov

Carlos A. Gimenez, Mayor

January 20, 2016

Coordinating Supervisor
Summer Food Service Program Site

Dear Coordinating Supervisor:

It's that time of the year when we start preparing for the Summer Food Service Program. This year I am excited to announce that we will be serving hot and cold foods as so many of you requested in the surveys!! The hot and cold items featured on our menu, are fresh, locally sourced foods that children will enjoy! The "New" menu will be presented to you at training.

Attached is the Summer Food Service Program Application for the 2016 program year. Please ensure that all questions on the application are completed accurately. **A copy of your organization's 501c3 tax exempt document must be attached.** If you are submitting more than one site application, a separate 501c3 document, name of site manager and alternate must be included. Please note that a duplication of names will not be accepted. Failure to submit a completed application as requested may result in disapproval.

All completed applications must be submitted to Miami-Dade County Community Action and Human Services Department, Summer Food Service Program, Attention: Rani Panchanathan, 701 NW 1st Court, 9th Floor, Miami, Florida 33136 or e-mailed to ppancha@miamidade.gov. **The absolute deadline for all completed application is April 29, 2016.**

The Summer Food Service Program will operate from June 13, 2016 to August 19, 2016. Below is a schedule of trainings for the Program. **In order to participate in the program each site must have two individual listed exclusively per site. It is mandatory that the two individuals listed on the application be in attendance.** The training dates, times, and locations are indicated below.

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| 1. May 31, 2016, Tuesday
9:30 am-11:30 am | North Dade Neighborhood Center, Rm 118, & 119
16405 N. W. 25 th Ave., Miami Gardens, 33054 |
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2. May 31, 2016, Tuesday
2:00 pm-4:00 pm
North Dade Neighborhood Center, Rm 118, & 119
16405 N. W. 25th Ave., Miami Gardens, 33054
3. June 1, 2016, Wednesday
9:30 am-11:30 am
Frankie Shannon Rolle Neighborhood Center
3750 S. Dixie Highway, Miami, 33143
4. June 2, 2016, Thursday
9:30 am -11:30 am
South Dade Government Center, Rm 104
10710 SW 211 Street, Miami, 33170
(Check with the front office for room number)
5. June 2, 2016, Thursday
2:00 pm-4:00 pm
South Dade Government Center, Rm 104
10710 SW 211 Street, Miami, 33170
(Check with the front office for room number)
6. June 3, 2016, Monday
9:30 am-11:30 am
Overtown Village North, 1st Floor, Training Room
701 N.W. 1st Court, Miami, 33136

If the site's name has changed, please include the organization's current name on the application with the previous name in parenthesis, i.e. June Public Summer Jamboree (Kids Camp). A change of site name and/or location from previous year participation will classify the site as a new site.

If you have any questions please contact me at (786) 469-4789 or Susanne DeMatas at (786) 469-4671 or sdema@miamidade.gov.

Sincerely,



Rani Panchanathan, RDN, LDN
Acting Nutrition Services Coordinator

C: Lucia Davis-Raiford, CAHSD Director
Louis Foster, Acting Assistant & Fiscal Director