



March 20, 2020

Dear Valued Clients,

Below is the latest memo from the NJDA Division of Food and Nutrition regarding an update to receiving reimbursement for meals served during the emergency closure through the *Seamless Summer Option Program* for those districts with less than 50% of their enrolled students certified eligible for free or reduced meals.

Key points:

1. You may now apply to the Seamless Summer Option (SSO), found on the same page in SNEARS as the Reimbursement icon.
2. You must click on "Closed Enrollment" in the Site Details section for each school building where distribution is taking place.
3. "Date of service" should be the first day you began serving emergency meals.
4. When distributing meals, a current roster listing all free and reduced students must be used daily for each meal type of breakfast and lunch.
5. All meals will receive the NSLP "Free" rate of reimbursement.
6. The Division is asking that districts keep up with any new applications for Free and Reduced meals as the economic impact changes for families.
7. Maschio's Corporate Office is available to assist you in this process. Please call (973) 598-0005 and ask to speak to Lorraine Kunick, Kaila Fasano, or Joanne Untamo.
8. We have noticed over the past two days that approvals are happening very quickly, sometimes within hours.
9. Please forward your SSO email approval to Lorraine Kunick [lkunick@maschiofood.com](mailto:lkunick@maschiofood.com)
10. Meal counts for the month will be recorded on the SNEARS Reimbursement Voucher in a dedicated field. At that time, a Maschio's Area Supervisor will reach out to you to get copies of your rosters.

Please do not hesitate to contact us with any questions. Thank you for your patience and understanding during these difficult times.

Sincerely,  
Maschio's Food Services, Inc.