# SNP Memo #2022-2023-49


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: February 24, 2023

TO: Directors, Supervisors, and Contact Persons Addressed

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

## SUBJECT: Summer Meals Planning Guide – March and April

The Virginia Department of Education, Office of School Nutrition Programs (VDOE-SNP) is excited to announce the availability of the March and April resources for the Summer Meals Planning Guide. School food authorities (SFAs) and community sponsors can use the guide for planning a successful 2023 Summer Food Service Program (SFSP) or Seamless Summer Option (SSO) operation. The guide separates important planning tasks into six different objectives to be implemented throughout the year:

1. September and October: Evaluate
2. November and December: Envision
3. January and February: Plan
4. **March and April: Mobilize**
5. May and June: Promote
6. July and August: Engage

In addition to bi-monthly planning pages and resources, the guide includes a 12-month calendar.

The Summer Meals Planning Guide is available on the [VDOE-SNP SFSP webpage](https://www.doe.virginia.gov/programs-services/school-operations-support-services/school-nutrition/programs-promotions-and-initiatives/summer-food-service-program) and in SNPWeb SFSP *Download Forms*. Director’s memos will notify SFAs and community sponsors of newly released bi-monthly resources.

### March and April Resources

The fourth planning objective is to mobilize your organization’s plans to ensure that supervisors, staff, and volunteers are prepared and organized for the (FY) 22–23 SFSP and/or SSO operations.

### For more information

For more information, please contact Callie Nickles, SNP Training and Marketing Specialist, via email at Callie.Nickles@doe.virginia.gov.

SCC/MVP/CN/cc