

Happy Helpings  
Excessive Heat and Air Quality  
Advisories  
Application and Instruction Guide



# NON-CONGREGATE FEEDING DURING EXCESSIVE HEAT

## Purpose

Sponsors, in good standing, operating approved outdoor meal sites without temperature-controlled alternative sites may operate as non-congregate sites on days when the area is experiencing excessive heat.

Non-congregate meal services will only be permitted on days when the [National Service \(NWS\)](#) has issued any of the following for the area in which an approved outdoor meal site located:

1. Heat Advisory;
2. Excessive Heat Warning; or
3. Excessive Heat Watch

## Waiver Application Process

- Sponsors must:
  - Apply for the waiver within the Waiver Module in GA ATLAS.
    - A waiver request must be submitted for each SFSP site in which the sponsor desires a waiver.
  - Sponsors must include or mark the following in each request:
    - Select “Not Applicable” for the line item “FOR DECAL INTERNAL USE ONLY”.
    - Select “Not Applicable” for the line item “Unanticipated School Closures”.
    - Select “Participating in waiver” for Allow Non-Congregate Feeding During Excessive Heat.
      - Provide the Program Contact’s email address.
      - A certification that the site operates outdoors without temperature-controlled alternate sites.
      - A certification that the sponsor will upload NWS notices to support each day’s use of the waiver in ATLAS’ Attachment List within 10 days of meal service.

## Additional Information about Flexibility

- **Documentation and Claim Information for Non-Congregate Feeding During Excessive Heat**
  - Supporting Documentation**
    - Sponsors must print or obtain a copy of the NWS notice on the day of the Heat Advisory, Excessive Heat Warning, or Excessive Heat Watch is issued. Sponsors can access NWS information at <https://www.weather.gov/>. NWS notices must be:
      - Uploaded to support each day’s use of the waiver in ATLAS’ Attachment List in the Sponsor’s Application within 10 days of meal service.
      - Maintained and made available upon request.
  - Claim Information**
    - Sponsors should include the number of meals taken off-site in the total number of meals, per meal type, claimed in the claim for reimbursement, but should not enter the total number of meals taken offsite in the “Meals Taken Offsite” section of the claim.
    - Instead, sponsors must separately document/report the number of meals taken off-site on the [SFSP Excessive Heat and Air Quality Advisories Non-Congregate Meals Report](#) for each claim month when meals are taken off site during that month. This report must be completed and submitted within 24 hours of submitting that month’s claim for reimbursement. Sponsors must submit this form by attaching it within the Attachment List in the sponsor’s application in GA ATLAS. Failure to do so may result in a reclaim of meals.

# NON-CONGREGATE FEEDING DURING AIR QUALITY ADVISORIES

## Purpose

Sponsors, in good standing, operating approved outdoor meal sites without alternative indoor sites may operate as non-congregate sites on days when the area is experiencing air quality advisories.

Non-congregate meal service will only be permitted on days when [AirNow.gov](https://www.airnow.gov) has issued any of the following for the area in which an approved outdoor meal site located:

1. Very Unhealthy (Purple); or
2. Hazardous (Burgundy)

For days when air quality is a concern, but the purple flag threshold is not met, FNS recommends sponsors with outdoor sites consider the outdoor activity guidance developed by the EPA and the CDC found at the link below:

<https://www.airnow.gov/activity-guides-publications/>

## Waiver Application Process

- Sponsors must:
  - Apply for the waiver within the Waiver Module in GA ATLAS.
    - A waiver request must be submitted for each SFSP site in which the sponsor desires a waiver
  - Sponsors must include or mark the following in each request:
    - Select “Not Applicable” for the line item “FOR DECAL INTERNAL USE ONLY”.
    - Select “Not Applicable” for the line item “Unanticipated School Closures”.
    - Select “Participating in waiver” for Allow Non-Congregate Feeding During Air Quality Advisories.
      - Provide the Program Contact’s email address.
      - A certification that the site operates outdoors without alternate indoor sites.
      - A certification that the sponsor will upload AirNow notices to support each day’s use of the waiver in ATLAS’ Attachment List within 10 days of meal service.

## Additional Information about Flexibility

### Documentation and Claim Information for Non-Congregate Feeding during Air Quality Advisories

#### Supporting Documentation

- Sponsors must print or obtain a copy of the AirNow notice on the day of very unhealthy (purple) or hazardous (burgundy) air qualities. Sponsors can access this information at <https://www.airnow.gov/> and should enter either the site’s city or zip code to determine the air quality of that area. NWS notices must be:
  - Uploaded to support each day’s use of the waiver in ATLAS’ Attachment List within 10 days of meal service.
  - Maintained and made available upon request.

#### Claim Information

- Sponsors should include the number of meals taken off-site in the total number of meals, per meal type, claimed in the claim for reimbursement, but should not enter the total number of meals taken offsite in the “Meals Taken Offsite” section of the claim.
- Instead, sponsors must separately document/report the number of meals taken off-site on the [SFSP Excessive Heat and Air Quality Advisories Non-Congregate Meals Report](#) for each claim month when meals are taken off site during that month. This report must be completed and submitted within 24 hours of submitting that month’s claim for reimbursement. Sponsors must submit this form by attaching it within the Attachment List in the sponsor’s application in GA ATLAS. Failure to do so may result in a reclaim of meals.

## PARENT GUARDIAN PICKUP DURING EXCESSIVE HEAT OR AIR QUALITY ADVISORIES

### Purpose

Allows parents or guardians to pick-up Program meals on behalf of their eligible children when a site is experiencing excessive heat or air quality advisories.

Only parents and guardians can pick up meals for their children. Parents and guardians cannot pick up meals for other people's children.

### Waiver Application Process

- Sponsors must include or mark the following in each request for each site:
  - Select "Not Applicable" for the line item "FOR DECAL INTERNAL USE ONLY".
  - Select "Not Applicable" for the line item "Unanticipated School Closures".
  - Select "Participating in waiver" for Allow Non-Congregate Feeding During Excessive Heat or Allow Non-Congregate Feeding During Air Quality Advisories
    - Provide the Program Contact's email address.
    - A certification that the site operates outdoors without alternate indoor sites.
    - A certification that the sponsor will upload NWS notices to support each day's use of the waiver in ATLAS' Attachment List within 10 days of meal service; or a certification that the sponsor will upload AirNow notices to support each day's use of the waiver in ATLAS' Attachment List within 10 days of meal service.
  - Select "Allow for Parents/Guardians to pick up meals".
  - Certify that the sponsor has completed the [Parent/Guardian Pick-up Procedures Statement](#) (Part I & III) and have attached the document to the waiver request in the Waiver Module in GA ATLAS.

### Additional Information about Flexibility

- DECAL recommends that sites implement one of the two following verification processes:
  - Ask the parent/guardian to present forms of valid child or adult identification (ID); or
  - A daily parent/guardian pickup roster used to collect the parent and/or guardian name, number of participants in the household, and names of participants in the household.

# MEAL SERVICE TIME WAIVERS DURING EXCESSIVE HEAT OR AIR QUALITY ADVISORIES

## Purpose

Allows the waiving of meal service times for sites, when those sites are experiencing excessive heat or air quality advisories.

This waiver waives the following meal service time requirements at 7 CFR 225.16(c)(1), (2), and (3):

- Meal service times must be:
  - Established by sponsors for each site;
  - Included in the sponsor's application; and
  - Approved by the State agency. Approval of meal service times must be in accordance with the State agency or sponsor's capacity to monitor the full meal service during a review.
- Except for non-congregate meal service, breakfast meals must be served at or close to the beginning of a child's day. Three component meals served after a lunch or supper meal service are not eligible for reimbursement as a breakfast.
- At all sites except residential camps and non-congregate meal service, meal services must start at least one hour after the end of the previous meal or snack.

## Waiver Application Process

- Sponsors must include or mark the following in each request for each site:
  - Select "Not Applicable" for the line item "FOR DECAL INTERNAL USE ONLY".
  - Select "Not Applicable" for the line item "Unanticipated School Closures".
  - Select "Participating in waiver" for Allow Non-Congregate Feeding During Excessive Heat or Allow Non-Congregate Feeding During Air Quality Advisories
    - Provide the Program Contact's email address.
    - A certification that the site operates outdoors without alternate indoor sites.
    - A certification that the sponsor will upload NWS notices to support each day's use of the waiver in ATLAS' Attachment List within 10 days of meal service; or a certification that the sponsor will upload AirNow notices to support each day's use of the waiver in ATLAS' Attachment List within 10 days of meal service.
  - Select "Allow for Meal Service Requirements to be waived".
  - Acknowledge meal service times cannot be changed less than 24 hours in advance of the previously scheduled meal service.
  - Acknowledge a printed notice will be provided at the site indicating the change in meal service times.
  - Acknowledge that the printed notice will be attached in the Attachment List in the sponsor's application prior to the meal service.
  - Acknowledge that an alert to the community be provided through appropriate channels (such as school or neighborhood listservs).

## Additional Information about Flexibility

- To use the meal service times waiver, sponsors cannot change meal service times less than 24 hours in advance of the previously scheduled meal service time.
- Sponsors must provide a printed notice at the site indicating the change in meal service times.
  - The printed notice must also be attached in the Attachment List in the sponsor's application in GA ATLAS prior to the meal service (prior to the new meal service time).
- Sponsors may serve approved meal types at the same time on a day when the site is experiencing excessive heat or an air quality advisory. For example, if a site is approved to serve both breakfast and lunch, the site can serve breakfast and lunch at the same time.
- Sponsors cannot serve meals for multiple days as the sponsor must utilize the non-congregate waivers for excessive heat or air quality advisories on an as needed basis.



# Contact Information



## DECAL NUTRITION SERVICES CONTACT INFORMATION

For questions on the waiver application process or policy, please contact Adverse Action Specialist, Tammie Baldwin, at [Tammie.Baldwin@dec.al.ga.gov](mailto:Tammie.Baldwin@dec.al.ga.gov); or the Sr. Manager of Provider Services, at [Sonja.Adams@dec.al.ga.gov](mailto:Sonja.Adams@dec.al.ga.gov).

