

CCFP COVID-19 Waiver Request Form Instructions

The United States Department of Agriculture (USDA) has issued a new set of nationwide waivers for July 1, 2021 through June 30, 2022. Regardless of any previous waivers you have submitted or any waivers that you may currently be using, all CCFP contractors that intend to implement any waivers during this time period **MUST** complete this new form.

IMPORTANT INFORMATION:

- If you do not intend to use any of the Nationwide waivers, you do **NOT** need to submit this form.
- An electronic waiver request form **MUST** be submitted PRIOR to implementation of any of the waivers during this period.
- If you are a sponsoring organization, submit **ONE** electric waiver request form for **ALL** sites. Do not submit a waiver request form for each site.
- Due to the large quantity of waivers submitted to CCFP for COVID-19, if you submitted the online waiver request form for any Nationwide waivers, you will be able to consider those waivers approved.
- You will receive an email that will contain a copy of your submitted responses. This email must be retained by the institution.

NATIONWIDE WAIVERS

- Non-Congregate Meals
- Meal Service Time Requirement
- Parent/Guardian Meal Pick-up
- Meal Pattern Flexibility - Ounce Equivalents Flexibility **ONLY**
- Onsite Monitoring Requirements for Sponsoring Organizations **ONLY**
- Area Eligibility for Afterschool Meals Programs (AMP) and Sponsors of Day Care Homes (DCH) **ONLY**

INSTRUCTIONS:

Access the waiver request form via online link [CCFP Covid-19 Waiver Request Form](#)

- Enter your CCFP Contractor Name
- Enter your CCFP authorization number.
- Select the months that you intend to implement the waiver(s).
- Select the waivers that you plan to implement.
 - If **Non-Congregate Feeding** is selected, you **MUST** respond to the series of statements to the best of your knowledge. Forms may be resubmitted later if your operations change or as you gather more information about your sites' operations.
- Select yes or no to indicate if you are a sponsor. If, no proceed to next question.

SPONSOR INSTRUCTIONS:

- If you select **Monitoring Requirements**, you **MUST** respond to the series of statements.
- The **Area Eligibility** waiver applies to AMP and DCH sponsors **ONLY**.
- Indicate the impact that you believe these waivers will have on your organization.
- Attest to the statement listed.
- Enter your name, position title, and email.
- Submit.