

Principal Identification Form - Summer Food Service Program

Sponsor Name

Agency Code

Date

Submit this form via FNS Online Services, Summer Food Program, Contract, Upload Other Documents tab. When submitted, the agency is certifying that all information is true and correct per 7CFR 225.6(a)(3).

Complete this form to document the responsible principals in your organization and to disclose any potential relationships for each principal. Responsible principals are individuals who are in a leadership role and/or have financial responsibility, such as the board of directors and management staff accountable for the administration of the Summer Food Service Program (SFSP). Depending on your type of organization the following individuals must be included on this form:

1. Person responsible for your organization (Superintendent or Building Principal, Lead Administrator, Executive Director, etc.)
2. Person responsible for financial operations (Business Manager, CFO, etc.)
3. Person responsible for Program operations (Food Service Director/Manager, Others with Administrative duties such as Site Monitors, Bookkeepers).
4. Board Members (Private Non-Profit Organizations)
 - a. Do any board members have a financial interest in the agency's activities? Yes No N/A (If school food authority (SFA))
 - b. Are any board members family related to another board member or staff person performing SFSP activities? Yes No N/A (If SFA)

If yes to 4a and/or 4b, fully explain, detailing the names of the individuals involved:

All fields must be completed.

Full Legal Name (First, Middle and Last)	Position Title	Date of Birth (MM/DD/YYYY)	Email	Phone

