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Section 1 - Sites and Students

Total Schools, Residential Child Care Institutions (RCCIs) and Enrolled Students	All SFAs must report Section 1		(A) Number of Schools And Institutions	(B) Number of Students
	1-1	Total schools (Do not include RCCIs):		1
1-2	Total RCCIs (Do not include schools counted in 1-1):			
1-2a	RCCIs with day students (Report only <u>day</u> students in 1-2aB):			
1-2b	RCCIs with NO day students:			

Section 2 - Alternate Provisions

SFAs with schools operating alternate provisions	ONLY SFAs with alternate provisions must report Section 2		(A) Number of Schools And Institutions	(B) Number of Students
	2-1	Operating Prov 2/3 in BASE year for NSLP and SBP:		
2-2	Operating Prov 2/3 in NON BASE year for NSLP and SBP:			
2-2a	Provision 2/3 students reported as FREE in a NON BASE year:			
2-2b	Provision 2/3 students reported as REDUCED PRICE in a NON BASE year:			
2-3	Operating the Community Eligibility Option:			
2-4	Operating other alternatives for NSLP and SBP:			
2-5	Operating an alternate provision(s) for only SBP or only NSLP:			

Section 3 - Direct and Categorical Certification

Students approved as FREE eligible NOT subject to verification	ALL SFAs must report Section 3 or check box 3-1 if applicable		(B) Number of Free Students
	3-1	<input type="checkbox"/> Check the box only if all schools and/or RCCIs in the SFA were not required to perform direct certification with SNAP (i.e. NON BASE year Provision 2/3 for all schools).	
3-2	Students directly certified through Supplemental Nutrition Assistance Program (SNAP): <i>Do not include students certified with SNAP through the letter method.</i> Through the Indiana Department of Education's Direct Certification Program, your Organization has received lists of Matches. While your list of matches may include some children who are not current students, most probably represent valid matches. The total count of "matched" Directly Certified students using SNAP/Food Stamp data for your organization is: 5.		
3-3	Students directly certified through other Programs: <i>Include those directly certified through Temporary Assistance for Needy Families (TANF, those counted as homeless, migrant, runaway, foster, Head Start, Pre-K Even Start, or non-applicant but approved by local officials. DO NOT include SNAP students already reported in 3-2</i>		
3-4	Student certified categorically FREE eligible through SNAP letter method: <i>Include students certified for free meals through the family providing a letter from the SNAP agency.</i>		

Section 4 - Free and Reduced Applications (not directly certified)

Students approved as FREE or REDUCED PRICE eligible through a household application	All SFAs collecting applications must report Section 4		(A) Applications as of Oct 1 st	(B) Students as of Oct 31 st
	4-1	Approved as categorically FREE Eligible: <i>Based on those providing documentation (e.g. a case number for SNAP or TANF on an application)</i>		
4-2	Approved as FREE eligible: <i>Based on household size and income information</i>			
4-3	Approved as REDUCED PRICE eligible: <i>Based on household size and income information</i>			
T-1: Total FREE Eligible Students Reported:		0	T-2: Total REDUCED PRICE Eligible Students Reported: 0	

Section 5 - Free and Reduced Applications (not directly certified)

ALL SFAs must report Section 5 or check box 5-1 if applicable

5-1 Check the box only if all schools and/or RCCIs are exempt from verification (see instructions for list of exemptions).
If 5-1 is checked, no further reporting in Section 5 is required.

5-2 Was Verification performed and completed?

- Yes, completed by November 15th
- Yes, completed after November 15th
- No, verification was NOT performed or the process was not completed

5-3 Type of Verification process used:

- 1. Standard (Lesser of 3% or 3,000 error-prone)
- 2. Alternate one (Lesser of 3% or 3000 selected randomly)
- 3. Alternate two (Lesser of 1% or 1,000 error prone applications PLUS lesser of one-half of one percent or 500 applications with SNAP/TANF case numbers).

If 1 or 3 is checked in 5-3, report 5-4
If 2 is checked in 5-3, enter "N/A" in 5-4

5-4 **Total ERROR PRONE applications:**
Report all applications as of October 1st considered error prone

Mandated size of verification sample:

5-5 **5-5: Number of applications selected for verification sample:**

All SFAs must report 5-7 or check box 5-6 if applicable

5-6 Check the box if direct verification was not conducted in the SFA, (i.e. not one of the schools and/or RCCIs in the SFA performed direct verification). If 5-6 is checked, skip 5-7.

(A)
Number
of
Applications

(B)
Number
of
Students

Report if FREE and/or REDUCED PRICE eligibility is confirmed through direct verification with SNAP/TANF as of November 15th

5-7

Confirmed through direct verification:

5-8 Results of Verification by Original Benefit Type

For each original benefit type (A,B, & C), report the number of applications and students as of November 15th for each result category (1, 2, 3, & 4). Do NOT include students and applications already reported in 5-7A or 5-7B.

A. FREE - Categorically Eligible <small>Certified as FREE based on SNAP/TANF documentation (e.g. case number) on application</small>			B. FREE - Income <small>Certified as FREE based on income/household size application</small>			C. REDUCED PRICE - Income <small>Certified as REDUCED PRICE based on income/household size application</small>		
Result Category	a. Applications	b. Students	Result Category	a. Applications	b. Students	Result Category	a. Applications	b. Students
1 Responded, NO CHANGE	<input type="text"/>	<input type="text"/>	1 Responded, NO CHANGE	<input type="text"/>	<input type="text"/>	1 Responded, NO CHANGE	<input type="text"/>	<input type="text"/>
2 Responded, Changed to REDUCED PRICE	<input type="text"/>	<input type="text"/>	2 Responded, Changed to REDUCED PRICE	<input type="text"/>	<input type="text"/>	2 Responded, Changed to FREE	<input type="text"/>	<input type="text"/>
3 Responded, Changed to PAID	<input type="text"/>	<input type="text"/>	3 Responded, Changed to PAID	<input type="text"/>	<input type="text"/>	3 Responded, Changed to PAID	<input type="text"/>	<input type="text"/>
4 NOT Responded, Changed to PAID	<input type="text"/>	<input type="text"/>	4 NOT Responded, Changed to PAID	<input type="text"/>	<input type="text"/>	4 NOT Responded, Changed to PAID	<input type="text"/>	<input type="text"/>

Section 6 - Verified for Cause

6-1 **Total questionable applications verified for cause** (Enter "N/A" if not applicable):
Report the number of applications as of November 15th verified for cause in addition to the verification requirement.

Preparer/Certification

6-2 Prepared by:

6-3 Phone:

6-4 Ext:

6-5 Email:

6-6 Check here when Eligibility information is ready for Approval.

Created By:

Date Created:

Modified By:

Date Modified:

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