**Appendix G1 SITES SURVEY INSTRUMENT**

**INTRODUCTION:**

The U.S. Department of Agriculture’s (USDA’s) Food and Nutrition Service (FNS) partnered with Optimal Solutions Group, LLC, to conduct an evaluation of the **Summer Meals Programs** that includes both the Summer Food Service Program (SFSP) and the Seamless Summer Option (SSO). The main objectives of the evaluation are to describe the characteristics of service providers, to examine program operations, and to identify factors affecting sponsors, sites, and children’s participation in the program. Your responses will be kept private, will be combined with those from other program sites, and will not be reported separately. Your participation in this survey is very important and will help evaluate and improve the Summer Meals Programs.

**ADMINISTRATIVE PROCEDURES**

**1) Does your site have more than one location?**

1. YES
2. NO—SKIP TO 6
3. DON’T KNOW—SKIP TO 6
4. N/A—SKIP TO 6
5. REFUSED—SKIP TO 6

**2) Is this the address of your site? [THE ADDRESS FROM SAMPLING FILE]**

1. YES—SKIP TO 5
2. NO—GO TO 3 AND 4, THEN SKIP TO 6
3. DON’T KNOW—GO TO 3 AND 4, THEN SKIP TO 6
4. N/A—GO TO 3 AND 4, THEN SKIP TO 6
5. REFUSED—GO TO 3 AND 4, THEN SKIP TO 6

**3) Please enter the address of your site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4) Please answer the survey questions with respect to the site located at the address entered above.**

**5) Please answer the survey questions with respect to the site located at: [THE ADDRESS FROM SAMPLING FILE].**

**6) What is the type of your site**? (Check one)

1. Open site (open to all children in an area)
2. Restricted open site (open to all children, but sponsor limits attendance for security, safety, or control reasons)
3. Closed enrolled site (open to a group of children who enroll in an organized activity/program)
4. Migrant site
5. Camp
6. National Youth Sports Program (NYSP)
7. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. DON’T KNOW
9. N/A
10. REFUSED

**7) What is your site’s setting during the summer?** (Check all that apply.)

1. School
2. Church
3. Young Men's Christian Association (YMCA)
4. Other religious organization
5. Library
6. Playground/park
7. Recreation center
8. Community center
9. Housing project
10. Mobile feeding site
11. Homeless shelter
12. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
13. DON’T KNOW
14. N/A
15. REFUSED

**8) Is your site in an urban, suburban, or rural area?** (Check one.)

1. Urban
2. Suburban
3. Rural
4. DON’T KNOW
5. N/A
6. REFUSED

**9) Is your site indoors or outdoors?** Outdoor sites usually serve meals outdoors, except in bad weather. (Check one.)

1. INDOORS
2. OUTDOORS
3. BOTH INDOORS AND OUTDOORS
4. DON’T KNOW
5. N/A
6. REFUSED

**10) Does your site provide transportation for children to it?**

1. YES
2. NO—SKIP TO 13
3. DON’T KNOW—SKIP TO 13
4. N/A—SKIP TO 13
5. REFUSED—SKIP TO 13

**11) On a typical day, approximately which percentage of children use transportation provided by the site,** **not including field trips?** An estimate is fine.

|\_\_|\_\_|\_\_|%

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**12) Do participants pay extra for the transportation, or is it included in the cost of the program?** (Check one.)

1. PAY EXTRA
2. INCLUDED IN COST
3. FREE/VOLUNTEERED
4. DON’T KNOW
5. N/A
6. REFUSED

**13) Does your site have a security guard?**

1. YES
2. NO
3. DON’T KNOW
4. N/A
5. REFUSED

**14) For how many summers, including this summer, have the Summer Meals Programs operated at your site?**

|\_\_\_|\_\_\_| # OF SUMMERS

DON’T KNOW (-99)

N/A (-88)

REFUSED (-77)

**15) How many paid and volunteer staff members worked on the Summer Meals Programs at your site this summer?** Please include all on-site paid and volunteer staff members, both those who dealt with administrative functions and those involved with the daily operation of the program.

1. |\_\_\_|\_\_\_|\_\_\_| # OF PAID STAFF MEMBERS
2. |\_\_\_|\_\_\_|\_\_\_| # OF VOLUNTEER STAFF MEMBERS

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**16) Which of the following major tasks do the site staff perform when administering and implementing the Summer Meals Programs?** (Check all that apply.)

1. Hiring staff
2. Serving food
3. Promoting, advertising, publicizing, and expanding the program
4. Transporting children
5. Purchasing and/or transporting food
6. Preparing/cooking food
7. Managing vendors
8. Monitoring food safety and quality
9. Monitoring health and safety
10. Assisting with site activities other than serving meals
11. Keeping records or documentation (meal count sheets, menus, production records)
12. Monitoring administrative, operating, and other costs
13. Conducting fund-raising
14. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
15. DON’T KNOW
16. N/A
17. REFUSED

**17) In addition to the Summer Meals Programs, does your site currently participate in any other government nutrition programs, such as the Child and Adult Care Food Program (CACFP)?**

1. YES
2. NO—SKIP TO 19
3. DON’T KNOW—SKIP TO 19
4. N/A—SKIP TO 19
5. REFUSED—SKIP TO 19

**18) In which of the following government nutrition programs does your site participate?** (Check all that apply.)

1. National School Breakfast Program (NSBP)
2. National School Lunch Program (NSLP)
3. After School Meals component of NSLP
4. Child and Adult Care Food Program (CACFP)
5. At-Risk Afterschool Meals component of CACFP
6. Commodity Supplemental Food Program (CSFP)
7. The Emergency Food Assistance Program (TEFAP)
8. Women, Infants, and Children Program (WIC)
9. Supplemental Nutrition Assistance Program (SNAP)
10. Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
11. DON’T KNOW
12. N/A
13. REFUSED

**19) Does your site currently participate in any other government programs or receive grants that assist with administering, funding, or improving the Summer Meals Programs?** (for example, Housing and Urban Development [HUD] programs)

1. YES
2. NO—SKIP TO 21
3. DON’T KNOW—SKIP TO 21
4. N/A—SKIP TO 21
5. REFUSED—SKIP TO 21

**20) Please specify these government programs or grants: ­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**21) Does your site offer adult feeding programs?**

1. YES
2. NO
3. DON’T KNOW
4. N/A
5. REFUSED

**22) Does your site offer a paid meals option?**

1. YES
2. NO
3. DON’T KNOW
4. N/A
5. REFUSED

**23) On which date did your site first begin meal service for Summer Meals Programs this summer?**

|\_\_\_|\_\_\_| / |\_\_\_|\_\_\_| MONTH / DAY

DON’T KNOW (-99)

N/A (-88)

REFUSED (-77)

**24) On which date did your site stop meal service for Summer Meals Programs this summer? If meal service is still ongoing, on which date do you expect to stop meal service this summer?**

|\_\_\_|\_\_\_| / |\_\_\_|\_\_\_| MONTH/DAY

DON’T KNOW (-99)

N/A (-88)

REFUSED (-77)

**25) On which days of the week is your site in operation?** (Check one.)

1. MONDAY THROUGH FRIDAY
2. MONDAY THROUGH SUNDAY/EVERY DAY OF THE WEEK

**25.1) OR** (Check all that apply.)

1. MONDAY
2. TUESDAY
3. WEDNESDAY
4. THURSDAY
5. FRIDAY
6. SATURDAY
7. SUNDAY
8. DON’T KNOW
9. N/A
10. REFUSED

**26) What is your site’s normal daily starting time (when children first begin arriving)?** Please provide the earliest start time for any activity provided, not just for meals.

|\_\_\_|\_\_\_| : |\_\_\_|\_\_\_| AM/PM

DON’T KNOW (-99)

N/A (-88)

REFUSED (-77)

**27) What is your site’s normal daily closing time?** (the time for all activities, not just for meals)

|\_\_\_|\_\_\_| : |\_\_\_|\_\_\_| AM/PM

DON’T KNOW (-99)

N/A (-88)

REFUSED (-77)

**28) At which time is the first meal served at your site, including snacks?**

|\_\_\_|\_\_\_| : |\_\_\_|\_\_\_| AM/PM

DON’T KNOW (-99)

N/A (-88)

REFUSED (-77)

**29) At which time is the last meal served at your site, including snacks?**

|\_\_\_|\_\_\_| : |\_\_\_|\_\_\_| AM/PM

DON’T KNOW (-99)

N/A (-88)

REFUSED (-77)

**PROMOTION AND PUBLICITY ACTIVITIES**

**30) Does your site’s staff promote, publicize, or advertise the site by conducting marketing and informational activities?**

1. YES
2. NO
3. DON’T KNOW
4. N/A
5. REFUSED

**31) Does your site work/partner with other organizations to publicize, improve, or implement the Summer Meals Programs or to increase children’s attendance?**

1. YES
2. NO—SKIP TO 34
3. DON’T KNOW—SKIP TO 34
4. N/A—SKIP TO 34
5. REFUSED—SKIP TO 34

**32) Which of the following organizations does your site work with?** (Check all that apply.)

1. U.S. Department of Education
2. U.S. Department of Agriculture
3. WIC, SNAP, or other nutrition programs
4. State Department of Education
5. State Department of Agriculture
6. Local government agencies or departments
7. Schools or school districts
8. Nutrition or anti-hunger advocacy groups or food banks
9. Religious organizations
10. Community-based organizations or groups
11. Business organizations
12. Media (radio, TV, print, Internet)
13. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
14. DON’T KNOW
15. N/A
16. REFUSED

**33) Overall, which kinds of assistance do these organizations provide?** (Check all that apply.)

1. Publicize and advertise the program
2. Increase funding
3. Implement or improve the program
4. Provide training
5. Increase children’s attendance
6. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. DON’T KNOW
8. N/A
9. REFUSED

**34) Do your site or your partner organizations conduct activities to increase the number of children participating in the Summer Meals Programs?**

1. YES
2. NO—SKIP TO 40
3. DON’T KNOW—SKIP TO 40
4. N/A—SKIP TO 40
5. REFUSED—SKIP TO 40

**35) How helpful are the following tasks in increasing the number of children participating in the Summer Meals Programs?** (Click the response button for each conducted activity.)

[*web survey pre-populates with do not use*]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Securing additional funds
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Adding volunteers or staff
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Adding food service vendors
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Increasing the number of days the site is open during the summer
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Extending the hours of operation during the day
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Increasing the number of days per week the site is open
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Providing earlier, later, or additional meals (breakfast, snacks, supper)
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Improving the quality or selection of meals
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Providing or improving activities besides meals
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Providing or improving transportation
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |

**36) How helpful are the following marketing, promotion, and publicity activities in increasing the number of children participating in the program?** (Click the response button for each conducted activity.)

[*web survey pre-populates with do not use*]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Sending public mailings (letters, newsletters, brochures)
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Using public service announcements (television, radio, newspapers)
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Conducting public promotional activities (flyers, posters, billboards, gifts)
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Holding special events
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Using a toll-free number/hotline
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Using websites
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Sending e-mails
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Conducting door-to-door/home visits
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Contacting families at camps or other programs
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Working with other organizations
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not use*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |

**37) Did your organization or your partner organizations conduct activities that failed to increase the number of children participating in the program?**

1. YES
2. NO—SKIP 39
3. DON’T KNOW—SKIP 39
4. N/A—SKIP 39
5. REFUSED—SKIP 39

**38) Please briefly explain which activities failed to increase program participation and why.**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**39) Which of the following problems or barriers does your site experience in increasing children’s attendance?** (Check all that apply.)

1. Insufficient understanding of the programs
2. Insufficient promotion or publicity
3. Limited capacity or enrollment limits
4. Insufficient funding
5. Insufficient reimbursement
6. Insufficient staff or volunteers
7. Site not being open long enough
8. Transportation problems or distance of children from the site
9. Security/safety concerns
10. Inadequate facilities (lack of space, no air-conditioning)
11. Some families cannot afford to pay program fees (for enrolled sites and camps)
12. Insufficient activities besides meals
13. Poor variety or quality of food
14. Children want or need to stay home
15. Embarrassment/stigma among children and/or parents/caregivers
16. Lack of motivation among children and/or parents/caregivers
17. Children attending alternate programs
18. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
19. DON’T KNOW
20. N/A
21. REFUSED

**40) Does your site offer any activities other than serving meals to children?**

1. YES
2. NO—SKIP TO 45
3. DON’T KNOW—SKIP TO 45
4. REFUSED—SKIP TO 45
5. N/A—SKIP TO 45
6. REFUSED—SKIP TO 45

[if conducts activities to increase the number of children participating in the program, item 34 = 1]

**41) Overall, over the past several years, how much did the following activities increase children’s attendance?** (Click the response button for each offered activity.)

[*web survey pre-populates with do not offer*]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Arts and crafts
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Performing arts
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Educational/instructional activities
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Organized games or sports
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Supervised free play
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Supervised child care
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Swimming
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Off-site field trips
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Religious activities
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Cooking
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Counseling, therapy, social skills development
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Multicultural activities
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |
| 1. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A do not offer*** | very much | much | somewhat | a little | not at all | don’t know |

[If do not conduct activities to increase the number of children participating in the program, item 34 > 1]

**42) Which of the following activities does your site offer?** (Check all that apply.)

1. Arts and crafts
2. Performing arts
3. Educational/instructional activities
4. Organized games or sports
5. Supervised free play
6. Supervised child care
7. Swimming
8. Off-site field trips
9. Religious activities
10. Cooking
11. Counseling, therapy, social skills development
12. Multicultural activities
13. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
14. DON’T KNOW
15. N/A
16. REFUSED

**43) Does your site use additional funding sources to pay for these activities?**

1. YES
2. NO—SKIP TO 45
3. DON’T KNOW—SKIP TO 45
4. N/A—SKIP TO 45
5. REFUSED—SKIP TO 45

**44) Which additional funding sources does your organization use?** (Check all that apply.)

1. Internal funds
2. Sponsor’s funds/grants
3. Federal government funds/grants
4. State government funds/grants
5. Local government funds/grants
6. Private funds/grants
7. Program fees
8. Donations/volunteers
9. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
10. DON’T KNOW
11. N/A
12. REFUSED

**45) Has your site attempted to participate in the Summer Meals Programs beyond summer months?**

1. YES
2. NO—SKIP TO 47
3. DON’T KNOW—SKIP TO 47
4. N/A—SKIP TO 47
5. REFUSED—SKIP TO 47

**46) Which of the following problems or barriers has your site experienced in participating in the program beyond summer months?** (Check all that apply.)

1. Insufficient understanding of the program
2. Insufficient promotion or publicity
3. Insufficient funding
4. Insufficient reimbursement
5. Insufficient staff or volunteers
6. Competing programs and/or other local alternatives
7. Insufficient assistance from state office
8. Insufficient assistance from sponsor
9. Insufficient assistance from schools or school districts
10. Insufficient assistance from other organizations
11. Problems with vendors
12. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
13. DON’T KNOW
14. N/A
15. REFUSED

**MEALS PROVIDED**

The next questions ask about the meals provided through the Summer Meals Programs.

**47) How many meals are served to children on a typical day?**

1. Breakfast: |\_\_\_|\_\_\_|\_\_\_| # OF MEALS SERVED
2. Morning snack: |\_\_\_|\_\_\_|\_\_\_| # OF MEALS SERVED
3. Lunch: |\_\_\_|\_\_\_|\_\_\_| # OF MEALS SERVED
4. Afternoon snack: |\_\_\_|\_\_\_|\_\_\_| # OF MEALS SERVED
5. Supper: |\_\_\_|\_\_\_|\_\_\_| # OF MEALS SERVED
6. Evening snack: |\_\_\_|\_\_\_|\_\_\_| # OF MEALS SERVED
7. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |\_\_\_|\_\_\_|\_\_\_| # OF MEALS SERVED

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**48) Is the food prepared on-site?**

1. YES—SKIP TO 51
2. NO
3. DON’T KNOW—SKIP TO 51
4. N/A—SKIP TO 51
5. REFUSED—SKIP TO 51

**49) Who delivers the food?** (Check one.)

1. Sponsor
2. School food authority
3. Private vendor
4. Government vendor
5. Site’s staff, from off-site
6. Other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. DON’T KNOW
8. N/A
9. REFUSED

[IF DELIVERED BY THE SITE’S STAFF OR OTHER, ITEM 49 = 5 OR = 6]

**50) Who prepares the food?** (Check one.)

1. Sponsor
2. School food authority
3. Private vendor
4. Government vendor
5. Other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. DON’T KNOW
7. N/A
8. REFUSED

**51) Which types of foods do the meals usually contain?** (Check all that apply.)

1. Meat or meat alternatives
2. Eggs
3. Bread or bread alternatives (cookies, crackers, rolls)
4. Cereal
5. Milk
6. Yogurt
7. Cheese
8. Vegetables
9. Fruits
10. Mixed dish (pizza, sandwich, corn dog, hamburger, soup)
11. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
12. DON’T KNOW
13. N/A
14. REFUSED

**52) Which of the following food-safety measures are taken at your site?** (Check all that apply.)

1. On-site facilities for hand washing and/or hand-sanitizing
2. Gloves are available for staff who handle food
3. Gloves are required for staff who handle food
4. On-site refrigerator
5. On-site cooler/thermos
6. On-site freezer
7. On-site stove or kitchen
8. Cold food is transported in a refrigerated vehicle
9. Cold food is transported in a cooler in a non-refrigerated vehicle
10. Meals are served within the safety required time
11. Meals are checked for quality
12. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
13. DON’T KNOW
14. N/A
15. REFUSED

**TRAINING RECEIVED**

**53) Which kind of organization is your sponsor?** (Check one.)

1. Public school
2. Private school
3. School food authority (SFA)
4. State government agency
5. County government agency
6. City, local, or municipal government agency
7. Residential camp
8. National Youth Sports Program (NYSP)
9. Nonprofit organization
10. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
11. DON’T KNOW
12. N/A
13. REFUSED

**54) Who provided Summer Meals Programs training to site staff?** (Check all that apply.)

1. State agency
2. Sponsor
3. Site’s program director
4. Other staff at your site
5. Someone from a food or nutrition advocacy group
6. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. DON’T KNOW
8. N/A
9. REFUSED

**55) How many staff members have been through training for the Summer Meals Programs this year?**

|\_\_\_|\_\_\_|\_\_\_| # OF STAFF MEMBERS

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**56) How helpful were the following training topics that you or your staff received?**

(Click the response button for each training topic received.)

[*web survey pre-populates with didn’t receive*]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. USDA and state monitoring of sites
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Sponsor monitoring of sites
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Sponsor administrative reviews of sites
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Sponsor training of site staff
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Site violations and deficiencies
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Health regulations and inspections
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Meal count and food expenditure records
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Assessment of food quality
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Menu planning
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Vendor management and contracts
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Reimbursements and claims submissions process
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Sponsor monitoring of operational budgets
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Sponsor monitoring of administrative budgets
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Budget certification
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Application process, eligibility issues, and documentation
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Advertising, promoting, and publicizing the program
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Use of computer mapping for eligibility
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other topics: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other topics: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |
| 1. Other topics: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | ***N/A did not receive*** | very helpful | helpful | somewhat helpful | a little helpful | not at all helpful | don’t know |

**PROGRAM PARTICIPATION**

**57) Approximately how many children are served meals on a typical day at the site?** An estimate is fine.

|\_\_\_|\_\_\_|\_\_\_|\_\_\_| # OF CHILDREN

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**58) Approximately how many children are served meals on a day with the lowest attendance?** An estimate is fine.

|\_\_\_|\_\_\_|\_\_\_|\_\_\_| # OF CHILDREN

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**59) On a typical day, what percent of children attending the site are . . .** Estimates are fine.

1. Preschoolers . . . . . . . . . . . . . . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
2. Elementary age (Grades K–5) . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
3. Middle school or junior high age (Grades 6–8) |\_\_\_|\_\_\_|\_\_\_|%
4. High school age (Grades 9–12) . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**60) On a typical day, what percent of children attending the site are . . .** Estimates are fine.

1. Female . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
2. Male . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**61) On a typical day, what percent of children attending the site are . . .** Estimates are fine.

1. Hispanic . . . . . . . . . . . . . . . . . . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
2. African-American or Black, not Hispanic . |\_\_\_|\_\_\_|\_\_\_|%
3. White, not Hispanic . . . . . . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
4. American Indian or Alaskan Native . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
5. Asian or Pacific Islander . . . . . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
6. Multiracial. . . . . . . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%
7. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. . . . . . . . . . . |\_\_\_|\_\_\_|\_\_\_|%

DON’T KNOW (-999)

N/A (-888)

REFUSED (-777)

**THANK YOU FOR COMPLETING THE SURVEY**