

U.S. DEPARTMENT OF AGRICULTURE
FOOD AND NUTRITION SERVICE

APPLICATION FOR PARTICIPATION

National School Lunch, School Breakfast
Special Milk, and Commodity School Programs

AGREEMENT NO.

STATE COUNTY SFA CODE OUTLET NO. CHECK NO.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this collection is 0584-0006. The time required to complete this information collection is estimated to average 1.30 hour per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

Through the National School Lunch Program, participating schools which operate nonprofit lunch programs in accordance with 7 CFR Part 210 receive cash and donated food assistance. Participating schools in the Commodity School Program receive donated food assistance in lieu of general cash assistance. Through the School Breakfast Program, cash and donated food assistance are provided to participating schools which operate nonprofit breakfast programs in accordance with 7 CFR Part 220. The Special Milk Program provides cash assistance to participating schools which operate nonprofit milk service programs in accordance with 7 CFR Part 215. Participation in the Special Milk Program is limited to those schools which 1) do not participate in US Department of Agriculture (USDA) meal service programs or 2) operate split session kindergarten programs in which children do not have access to a USDA meal service program.

INSTRUCTIONS: Type or print clearly all information. Every School Food Authority (SFA) must complete the FNS-66 in duplicate; send the original to the Food and Nutrition Service Regional Office (FNSRO), and keep the duplicate for files. **Any SFA** which administers two or more schools must complete a separate Section II for each school under its jurisdiction.

SECTION I (For ALL SFAs)

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| <p>1. NAME AND MAILING ADDRESS OF SFA, Include ZIP code and street address, if it differs from the mailing address.</p> <p>TELEPHONE NO. ()</p> | <p>2. SFA REPRESENTATIVE. Provide the name and title of the SFA official who will sign the agreement (FNS-67)</p> <p>3. TERMS OF AGREEMENT. Check that you have read the terms of agreement under the FNS-67.</p> <p style="text-align: center;"><input type="checkbox"/></p> |
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| <p>4. ADMINISTERED SCHOOLS. Provide the total number of schools which the SFA administers.</p> | <p>5. STUDENT ENROLLMENT. Indicate the total number of students enrolled at ALL participating schools</p> |
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| <p>6. PROGRAM APPLICATION. Specify the number of schools applying for participation in each program.</p> <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">PROGRAM</th> <th style="text-align: center;">NUMBER OF SCHOOLS</th> </tr> </thead> <tbody> <tr> <td>SCHOOL BREAKFAST PROGRAM (SBP)</td> <td style="width: 50px;"></td> </tr> <tr> <td>NATIONAL SCHOOL LUNCH PROGRAM (NSLP) SERVING LUNCH</td> <td></td> </tr> <tr> <td>SERVING LUNCH AND SUPPLEMENT</td> <td></td> </tr> <tr> <td>SPECIAL MILK PROGRAM (SMP)</td> <td></td> </tr> <tr> <td>COMMODITY SCHOOL PROGRAM (CSP)</td> <td></td> </tr> </tbody> </table> | PROGRAM | NUMBER OF SCHOOLS | SCHOOL BREAKFAST PROGRAM (SBP) | | NATIONAL SCHOOL LUNCH PROGRAM (NSLP) SERVING LUNCH | | SERVING LUNCH AND SUPPLEMENT | | SPECIAL MILK PROGRAM (SMP) | | COMMODITY SCHOOL PROGRAM (CSP) | | <p>7. ELIGIBILITY. Estimate the number of children at all participating schools who may be eligible in each benefit category.</p> <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">MEAL</th> <th style="text-align: center;">FREE</th> <th style="text-align: center;">REDUCED PRICE</th> <th style="text-align: center;">PAID</th> </tr> </thead> <tbody> <tr> <td>BREAKFAST</td> <td style="width: 50px;"></td> <td></td> <td></td> </tr> <tr> <td>LUNCH</td> <td></td> <td></td> <td></td> </tr> <tr> <td>AFTERSCHOOL CARE SUPPLEMENT</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MILK</td> <td></td> <td style="background-color: #cccccc;"></td> <td></td> </tr> <tr> <td>COMMODITY</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | MEAL | FREE | REDUCED PRICE | PAID | BREAKFAST | | | | LUNCH | | | | AFTERSCHOOL CARE SUPPLEMENT | | | | MILK | | | | COMMODITY | | | |
|--|-------------------|-------------------|--------------------------------|--|--|--|-------------------------------------|--|----------------------------|--|--------------------------------|--|---|------|------|---------------|------|-----------|--|--|--|-------|--|--|--|-----------------------------|--|--|--|------|--|--|--|-----------|--|--|--|
| PROGRAM | NUMBER OF SCHOOLS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SCHOOL BREAKFAST PROGRAM (SBP) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NATIONAL SCHOOL LUNCH PROGRAM (NSLP) SERVING LUNCH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SERVING LUNCH AND SUPPLEMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SPECIAL MILK PROGRAM (SMP) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| COMMODITY SCHOOL PROGRAM (CSP) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MEAL | FREE | REDUCED PRICE | PAID | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BREAKFAST | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| LUNCH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AFTERSCHOOL CARE SUPPLEMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MILK | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| COMMODITY | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

DEFINITIONS

BASE KITCHEN means a food preparation facility located within a school where meals are prepared for on-site consumption, and for delivery and serving at other schools.

CENTRAL KITCHEN means a food preparation facility where all meals are prepared for delivery and serving off-site.

ELECTRONIC FUNDS TRANSFER refers to the method used for direct deposit of payments.

ENROLLMENT means the number of children enrolled in a school who have access to the NSLP or SBP.

FREE MILK means milk served without any charge to a child whose household was determined eligible to receive benefits in accordance with 7 CFR Part 245.

NONPRICING PROGRAM refers to a school in which no separate identifiable charge is made for meals or milk served to children.

NONPROFIT when applied to schools or institutions, means exempt from income tax under Section 501 (c)(3) of the Internal Revenue Code of 1986; or in the Commonwealth of Puerto Rico, certified as such by the Governor.

NONPROFIT SCHOOL FOOD SERVICE means all food service operations conducted by the SFA principally for the benefit of school children, through which all revenue must be used for the operation or improvement of the food service.

OFFER VERSUS SERVE refers to the provision which allows children to decline up to two of the five required food items offered in the reimbursable lunch, and one of the four required food items offered in the reimbursable breakfast. However, the school must offer all required food items to all children.

PRICING PROGRAM means a school in which a separate identifiable charge is made for meals or milk served to children.

SCHOOL is defined as one the following:

(a) An educational unit of high school grade or under, recognized as part of the educational system in the State and operating under public or nonprofit private ownership in a single building or complex of buildings;

(b) Any public or nonprofit private classes of preprimary grade when they are conducted in the aforementioned schools;

(c) Any public or nonprofit private residential child care institution, or distinct part of such institution, which operates principally for the care of children and, if private, is licensed to provide residential child care services under the appropriate licensing code by the State or a subordinate level of government, except for residential summer camps which participate in the Summer Food Service Program, Job Corps centers funded by the US Department of Labor, and private foster homes. The term "residential child care institutions" includes, but is not limited to homes for the mentally, emotionally, or physically impaired; homes for unmarried mothers and their infants; group homes; halfway houses; orphanages; temporary shelters for runaway children; juvenile detention centers; and long-term care facilities for chronically ill children, i.e., a hospital, skilled nursing facility, intermediate care facility, or distinct part thereof, which is intended for the care of children confined for 30 days or more;

(d) Any nonprofit child care center in the Commonwealth of Puerto Rico which is certified as such by the Governor of Puerto Rico.

SCHOOL FOOD AUTHORITY means the governing body which is responsible for the administration of one or more schools and has the legal authority to operate the programs therein or be otherwise approved by FNS to operate the programs. Although an SFA may delegate authority to operate school food service to another organization, the SFA must retain responsibility for full compliance with regulations.

SEVERE NEED RATES are the rates of reimbursement in excess of the prescribed rates. Under the SBP, schools whose documented operating costs exceed the prescribed rates may be eligible for severe need rates if they have participated in the NSLP during the previous 2 years, and if at least 40 percent of the lunches served during the second preceding school year were served to children eligible for free or reduced price meals.

SECTION II (For EACH School)

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|-------------------------------|---|
| 1. NAME AND ADDRESS OF SCHOOL | 2. NAME AND TITLE OF FOOD SERVICE PROGRAM MANAGER TELEPHONE NO. () |
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| 3. STATUS OF SCHOOL. Indicate if the school is public or private. If the school is private, attach documentation of tax exemption and licensing, as applicable. | 4. TYPES OF SCHOOLS AND PROGRAMS. After identifying the type of school or institution, specify in which programs you are applying for participation. |
|---|--|

| | PUBLIC SCHOOL | PRIVATE SCHOOL | | | | |
|------------------|---------------|----------------|--|--|--|--|
| STATUS OF SCHOOL | | | | | | |
| NONPROFIT | | | | | | |
| LICENSED | | | | | | |

| SCHOOL | PROGRAM | | | |
|--|---------|-----|-----|-----|
| | NSLP | SBP | SMP | CSP |
| NON-RESIDENTIAL SCHOOL | | | | |
| NON-RESIDENTIAL CHILD CARE INSTITUTION | | | | |
| RESIDENTIAL INSTITUTION WITH DAY STUDENTS | | | | |
| RESIDENTIAL INSTITUTION WITH NO DAY STUDENTS | | | | |
| CAMP | | | | |
| SERVICE INSTITUTION (Nonprofit Sponsor) | | | | |

| | |
|---|--|
| 5. PLANNED PERIOD OF OPERATION. Estimate the number of days food service will operate this school year. | |
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| | |
|----------------|--|
| STARTING DATE | |
| ENDING DATE | |
| OPERATING DAYS | |

| | |
|--|---|
| 6. ENROLLMENT DATA. Specify the number of children by age, enrolled this school year. Enter the total. | 7. ELIGIBILITY. Estimate the number of children who may be eligible in each benefit category. |
|--|---|

| AGE | NUMBER OF CHILDREN |
|---------------|--------------------|
| UNDER 5 YEARS | |
| 5 TO 8 YEARS | |
| 9 TO 11 YEARS | |
| OVER 12 YEARS | |
| TOTAL | |

| MEAL | FREE | REDUCED PRICE | PAID |
|-----------------------------|------|---------------|------|
| BREAKFAST | | | |
| LUNCH | | | |
| AFTERSCHOOL CARE SUPPLEMENT | | | |
| MILK | | | |
| COMMODITY | | | |

| | |
|--|---|
| 8. FOOD SERVICE SCHEDULE. Indicate the time when meals or milk will be served. | 9. OFFER VERSUS SERVE. Check if "Offer Versus Serve" will be available to some or all children at this school. Indicate which grade levels will have this option. |
|--|---|

| MEALS | BEGINNING | ENDING |
|-----------------------------|-----------|--------|
| BREAKFAST | | |
| LUNCH | | |
| AFTERSCHOOL CARE SUPPLEMENT | | |
| MILK | | |

| | SOME | ALL | GRADES |
|------|--------------------------|--------------------------|--------|
| SBP | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| NSLP | <input type="checkbox"/> | <input type="checkbox"/> | _____ |

10. **FOOD PREPARATION.** Identify the type of service or facility which will be used by the school for food preparation. Attach a copy of the contract or agreement, if applicable.

- ON-SITE KITCHEN**
- BASE KITCHEN**
- CENTRAL KITCHEN**
- PRIVATE FOOD SERVICE MANAGEMENT COMPANY**
- PUBLIC SCHOOL CONTRACT**

11. **PRICES.** Specify how much children will be charged for the purchase of meals or milk.

| | DAILY | | WEEKLY | |
|-------------------|-------|---------------|--------|---------------|
| | PAID | REDUCED PRICE | PAID | REDUCED PRICE |
| BREAKFAST | | | | |
| LUNCH | | | | |
| SUPPLEMENT | | | | |
| MILK | | | | |

12. **FOOD SERVICE INCOME.** In addition to the NSLP, SBP, SMP, or CSP, indicate if this school will provide any food service in which the revenue will not accrue to the nonprofit school food service account.

- YES** **NO**

13. **SEVERE NEED BREAKFAST.** Check if you wish to apply for severe need rates for this school under the SBP.

SECTION III (For Special Milk Program Applicants ONLY)

TYPE OF SMP PROGRAM. Indicate whether the SMP will be operated in your school as a pricing and/or nonpricing program. While there are no separate charges for milk in a nonpricing program, separate charges are made in pricing programs. Note that dual participation in a USDA meal service program and the SMP is prohibited, although schools which operate split session kindergarten programs may apply to the SMP to provide milk for children who do not have access to the meal programs.

ESTIMATED PARTICIPATION

| | KINDERGARTEN AND PRESCHOOL AGED CHILDREN | SCHOOL AGED CHILDREN | ELIGIBLE FREE CHILDREN | HALF PINTS SERVED PER CHILD PER DAY | ADULTS |
|---|---|-----------------------------|-------------------------------|--|---------------|
| NON-PRICING | | | | | |
| PRICING, CHOODING TO DETERMINE ELIGIBILITY FOR FREE MILK | | | | | |
| PRICING, CHOODING NOT TO DETERMINE ELIGIBILITY FOR FREE MILK | | | | | |
| COMBINATION (Pricing and Nonpricing) | | | | | |

CERTIFICATION STATEMENT

I CERTIFY that the information on this application is true to the best of my knowledge; that reimbursement will be claimed only for meals or milk served to children; and that the school does not discriminate on the basis of race, color, sex, national origin, age or disability. I further understand that this information is being given in connection with the receipt of Federal funds, and that deliberate misrepresentation subject me to prosecution under applicable State and Federal criminal statutes.

| | | |
|------|-------------------------------------|-------|
| DATE | SIGNATURE OF SCHOOL OR SFA OFFICIAL | TITLE |
| | | |