SFA ID #	Type of SFA: Public	Type of SFA: Private	School Year From
	SFA ID #	SFA ID # Type of SFA: Public	SFA ID # Type of SFA: Public Type of SFA: Private

School Year To	SFA Name	SFA City	1-1. Total Schools (Do not include RCCIs) A. Number of Schools OR Institutions

1-1. Total Schools (Do not include RCCIs)1-2. Total R (Do not include RCCIs)B. Number of Studentsschools cou A. Number OR Institution	lude (Do not include Inted in 1-1) of Schools B. Number of Stude	 1-2a. RCCIs with day students (Report ONLY 1-1) day students in 1-2aB) nts A. Number of Schools OR Institutions 	1-2a. RCCIs with day students (Report ONLY day students in 1-2aB) B. Number of Students
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day students		Provision 2/3 in a BASE year for NSLP and SBP	2-1. Operating Provision 2/3 in a BASE year for NSLP and SBP B. Number of Students	BASE year for NSLP
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2-2. Operating Provision 2/3 in a NON BASE year for NSLP and SBP B. Number of Students B. Number of Students B. Number of Students	2-2b. Provision 2/3 students reported as REDUCED PRICE in a NON BASE year B. Number of Students	2-3. Operating the Community Eligibility Option A. Number of Schools AND Institutions	2-3. Operating the Community Eligibility Option B. Number of Students
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alternatives for NSLP a and SBP a	alternatives for NSLP and SBP 3. Number of Students	for only SBP or only NSLP	alternate provision(s) for only SBP or only NSLP	3-1. Enter a "1" 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), otherwise enter a "0"
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3-2. Students directly certified through Supplemental Nutrition Assistance Program (SNAP): Do not include students certified with SNAP through the letter method B. Number of FREE Students	Medicaid (if applicable); those documented as homeless, migrant, runaway, foster, Head Start, Pre-K Even Start, or	3-4. Students certified categorically FREE eligible through SNAP letter method: Include students certified for free meals through the family providing a letter from the SNAP agency B. Number of FREE Students
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4-1. Approved as categorically FREE Eligible: Based on those providing documentation (e.g. a case number for SNAP, TANF, FDPIR on an application) A. Number of Applications	4-1. Approved as categorically FREE Eligible: Based on those providing documentation (e.g. a case number for SNAP, TANF, FDPIR on an application) B. Number of Students	4-2. Approved as FREE eligible: Based on household size and income information A. Number of Applications	4-2. Approved as FREE eligible: Based on household size and income information B. Number of Students	4-3. Approved as REDUCED PRICE eligible: Based on household size and income information A. Number of Applications
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4-3. Approved as REDUCED PRICE eligible: Based on household size and income information B. Number of StudentsT-1. Total FREE Eligible Students Reported (3-2B) + (3-3B) + (3-4B) + (4-1B) + (4-2B) + (2- 2aB, if applicable)T-2. Total REDUCED PRICE Eligible Student Reported (4-3B) + (2-2bB, if applicable)	5-1. Enter a "1", if ALL schools and/or RCCIs are exempt from verification, otherwise enter a "0"	5-2. Was verification performed and completed? Enter a "1" if Yes, completed by November 15th, otherwise enter a "0"
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5-2. Was verification performed and completed? Enter a "1", if Yes completed after November 15th, otherwise enter a "0"	5-2. Was verification performed and completed? Enter a "1", if No, verification was NOT performed or the process was not completed, otherwise enter a "0"	 5-3. Type of Verification process used: 1. Enter a "1", if Standard (Lesser of 3% or 3,000 error-prone), otherwise enter a "0" 	5-3. Type of Verification process used:2. Enter a "1", if Alternate one (Lesser of 3% or 3,000 selected randomly), otherwise enter a "0"
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5-3. Type of Verification process used: 3. Enter a "1", if 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/FDPIR case numbers), otherwise enter a "0"	5-4. Total ERROR PRONE applications: Report all applications as of October 1st considered error prone	5-5. Number of applications selected for verification sample	5-6. Enter a "1", 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), otherwise enter a "0"

verification	5-7. Confirmed through direct verification B. Number of Students	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 1. Responded, NO CHANGE a. Applications	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 1. Responded, NO CHANGE b. Students	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 2. Responded, Changed to REDUCED PRICE a. Applications

5-8. Results of Verification	5-8. Results of Verification	5-8. Results of	5-8. Results of Verification	5-8. Results of Verification
by Original Benefit Type	by Original Benefit Type	Verification by Original	by Original Benefit Type	by Original Benefit Type
A. FREE-Categorically	A. FREE-Categorically	Benefit Type	A. FREE-Categorically	A. FREE-Categorically
Eligible	Eligible	A. FREE-Categorically	Eligible	Eligible
2. Responded, Changed to	3. Responded, Changed to	Eligible	4. NOT Responded,	4. NOT Responded,
REDUCED PRICE	PAID	3. Responded, Changed to	Changed to PAID	Changed to PAID
b. Students	a. Applications	PAID	a. Applications	b. Students
		b. Students		

| 5-8. Results of |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Verification by Original |
| Benefit Type |
| B. FREE-Income |
1. Responded, NO	1. Responded, NO	2. Responded,	2. Responded,	3. Responded,
CHANGE	CHANGE	Changed to REDUCED	Changed to REDUCED	Changed to PAID
a. Applications	b. Students	PRICE	PRICE	a. Applications
		a. Applications	b. Students	

| 5-8. Results of |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Verification by Original |
| Benefit Type |
B. FREE-Income	B. FREE-Income	B. FREE-Income	C. REDUCED PRICE-	C. REDUCED PRICE-
3. Responded,	4. NOT Responded,	4. NOT Responded,	Income	Income
Changed to PAID	Changed to PAID	Changed to PAID	1. Responded, NO	1. Responded, NO
b. Students	a. Applications	b. Students	CHANGE	CHANGE
			a. Applications	b. Students

| 5-8. Results of |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Verification by Original |
| Benefit Type |
| C. REDUCED PRICE- |
Income	Income	Income	Income	Income
2. Responded,	2. Responded,	3. Responded,	3. Responded,	4. NOT Responded,
Changed to FREE	Changed to FREE	Changed to PAID	Changed to PAID	Changed to PAID
a. Applications	b. Students	a. Applications	b. Students	a. Applications

5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE- Income 4. NOT Responded, Changed to PAID b. Students	VC-1. Total questionable applications verified for cause (Enter "N/A" if not applicable)
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Field Headers

Tield Tieddel 5			
State ID	SFA ID #	Type of SFA: Public	Type of SFA: Private
Accepted Form			
Alphabetic field (Two character State identifier e.g., AL)	Alphanumeric field	1 or 0	1 or 0

If Numeric, Accepted Number Range or Values

1 or 0	1 or 0

Numeric field in YYYY format	Numeric field in YYYY format	Alphanumeric field	Alphabetic field
School Year From	School Year To	SFA Name	SFA City

Positive only Positive only

	1-1. Total Schools (Do not include RCCIs)	(Do not include	1-2. Total RCCIs (Do not include schools counted in 1-1)
SFA Zip Code	A. Number of Schools OR Institutions	RCCIs) B. Number of Students	A. Number of Schools OR Institutions
Alphanumeric	Numeric	Numeric	Numeric

<u>I</u>	1	

1-2. Total RCCIs (Do not include schools counted in 1-1) B. Number of Students	day students in 1-2aB)		1-2b. RCCIs with NO day students A. Number of Schools OR Institutions
Numeric	Numeric	Numeric	Numeric

1-2b. RCCIs with NO day students B. Number of Students	2-1. Operating Provision 2/3 in a BASE year for NSLP and SBP A. Number of Schools AND Institutions	2-1. Operating Provision 2/3 in a BASE year for NSLP and SBP B. Number of Students	2-2. Operating Provision 2/3 in a NON BASE year for NSLP and SBP A. Number of Schools AND Institutions
Numeric	Numeric	Numeric	Numeric

2-2. Operating Provision 2/3 in a NON BASE year for NSLP and SBP B. Number of Students	2-2a. Provision 2/3 students reported as FREE in a NON BASE year B. Number of Students	2-2b. Provision 2/3 students reported as REDUCED PRICE in a NON BASE year B. Number of Students	2-3. Operating the Community Eligibility Option A. Number of Schools AND Institutions
Numeric	Numeric	Numeric	Numeric

2-3. Operating the Community Eligibility Option B. Number of Students	2-4. Operating other alternatives for NSLP and SBP A. Number of Schools AND Institutions	2-4. Operating other alternatives for NSLP and SBP B. Number of Students	2-5. Operating an alternate provision(s) for only SBP or only NSLP A. Number of Schools AND Institutions
Numeric	Numeric	Numeric	Numeric

2-5. Operating an alternate provision(s) for only SBP or only NSLP B. Number of Students	3-1. Enter a "1" 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), otherwise enter a "0"	3-2. Students directly certified through Supplemental Nutrition Assistance Program (SNAP): Do not include students certified with SNAP through the letter method B. Number of FREE Students
Numeric	0 or 1	Numeric

Positive & Zero	0 or 1	Positive & Zero

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Reservations (FDPIR), or Medicaid (if applicable); those documented 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 B. Number of FREE Students	certified categorically FREE eligible through SNAP letter method: Include students certified for free meals through the family providing a letter from the	4-1. Approved as categorically FREE Eligible: Based on those providing documentation (e.g. a case number for SNAP, TANF, FDPIR on an application) A. Number of Applications	4-1. Approved as categorically FREE Eligible: Based on those providing documentation (e.g. a case number for SNAP, TANF, FDPIR on an application) B. Number of Students
Numeric	Numeric	Numeric	Numeric

4-2. Approved	4-2. Approved	4-3. Approved	4-3. Approved
as FREE	as FREE	as REDUCED	as REDUCED
eligible: Based	eligible: Based	PRICE eligible:	PRICE eligible:
on household	on household	Based on	Based on
size and	size and	household size	household size
income	income	and income	and income
information	information	information	information
A. Number of	B. Number of	A. Number of	B. Number of
Applications	Students	Applications	Students
Numeric	Numeric	Numeric	Numeric

T-1. Total FREE Eligible Students Reported (3-2B) + (3-3B) + (3-4B) + (4-1B) + (4-2B) + (2-2aB, if applicable)	T-2. Total REDUCED PRICE Eligible Students Reported (4-3B) + (2- 2bB, if applicable)	5-1. Enter a "1", if ALL schools and/or RCCIs are exempt from verification, otherwise enter a "0"
Numeric	Numeric	0 or 1

Positive & Zero	0 or 1
	Positive & Zero

5-2. Was verification performed and completed? Enter a "1" if Yes, completed by November 15th, otherwise enter a "0"	5-2. Was verification performed and completed? Enter a "1", if Yes completed after November 15th, otherwise enter a "0"	5-2. Was verification performed and completed? Enter a "1", if No, verification was NOT performed or the process was not completed, otherwise enter a "0"	5-3. Type of Verification process used: 1. Enter a "1", if Standard (Lesser of 3% or 3,000 error- prone), otherwise enter a "0"
0 or 1	0 or 1	0 or 1	0 or 1

0 or 1	0 or 1	0 or 1	0 or 1	

5-3. Type of Verification process used: 2. Enter a "1",	 5-3. Type of Verification process used: 3. Enter a "1", if Alternate two (Lesser of 1% or 	5-4. Total
if Alternate one (Lesser of 3% or 3,000 selected randomly), otherwise enter a "0"	1,000 error prone applications PLUS lesser of one-half of one percent or 500 applications with SNAP/TANF/FDPIR case numbers), otherwise enter a "0"	ERROR PRONE applications:
0 or 1	0 or 1	Alphanumeric

0 or 1	0 or 1	Numeric of N/A

Numeric	0 or 1	Numeric	Numeric
5-5. Number of applications selected for verification sample	5-6. Enter a "1", 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), otherwise enter a "0"		5-7. Confirmed through direct verification B. Number of Students

Positive & Zero	0 or 1	Positive & Zero	Positive & Zero

5-8. Results of Verification by Original Benefit Type A. FREE- Categorically Eligible 1. Responded, NO CHANGE a. Applications		Туре	5-8. Results of Verification by Original Benefit Type A. FREE- Categorically Eligible 2. Responded, Changed to REDUCED PRICE b. Students
Numeric	Numeric	Numeric	Numeric

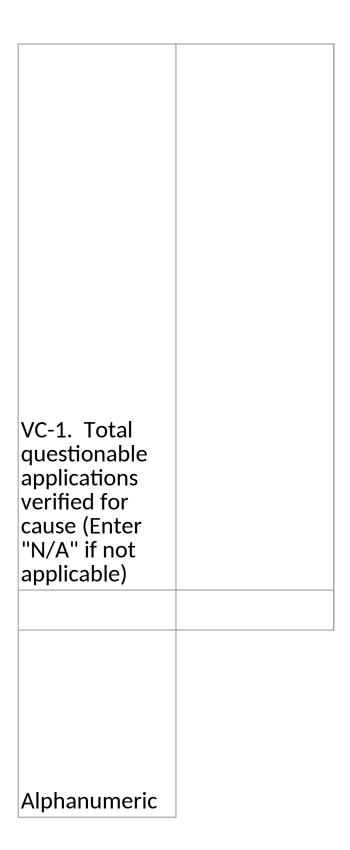
5-8. Results of Verification by Original Benefit Type A. FREE- Categorically Eligible 3. Responded, Changed to PAID a. Applications		Original Benefit	5-8. Results of Verification by Original Benefit Type A. FREE- Categorically Eligible 4. NOT Responded, Changed to PAID b. Students
Numeric	Numeric	Numeric	Numeric

Original Benefit Type B. FREE-Income 1. Responded,	Verification by Original Benefit Type B. FREE-Income 1. Responded, NO CHANGE	Type B. FREE-Income 2. Responded,	Verification by Original Benefit Type
Numeric	Numeric	Numeric	Numeric

Verification by Original Benefit Type	Verification by Original Benefit Type B. FREE-Income 3. Responded, Changed to PAID	B. FREE-Income	Verification by
Numeric	Numeric	Numeric	Numeric

5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 1. Responded, NO CHANGE a. Applications		Verification by Original Benefit	5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 2. Responded, Changed to FREE b. Students
Numeric	Numeric	Numeric	Numeric

Verification by	5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 3. Responded, Changed to PAID b. Students	5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 4. NOT Responded, Changed to PAID a. Applications	5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 4. NOT Responded, Changed to PAID b. Students
Numeric	Numeric	Numeric	Numeric



Numeric of N/A

L	1

Excel Spreadsheet Rules

1. All fields will be required. States should fill out a '0' if data is unavailable. Or N/A if so instructe 2. Excel Number Format for the SFA ID field must be set to 'Text' if preceding zeros in a number n 3. Data must be submitted in a Microsoft Excel 97-2003 spreadsheet (.xls).

4. Each row will contain one record with all form data elements.

5. The system will only read the first (leftmost tab) worksheet in a submitted workbook, regardle 6. The system will begin reading from the topmost leftmost cell, displayed as "A1". This means th describes the contents of the columns) **MUST be removed prior to submission**.

7. FPRS interprets an empty row as the end of the data file so that no additional data will be accer rows in the data file.

8. There is an upper limit of 1500 rows per submission.

d (for Alphanumeric fields only). eed to be displayed. E.g., 0010.

ss of the worksheet name. at header rows (rows at the top that

pted. Therefore, there should be no blank

State ID	SFA ID #	Type of SFA: Public	Type of SFA: Private	School Year From	School Year To	SFA Name	SFA City	SFA Zip Code
СО	165671	1	0	2013	2014	Midstate C	Midstatevi	44544

Α.	include	Α.	counted	Α.	students	Α.	day	Α.
Number	RCCIs)	Number	in 1-1)	Number	in 1-2aB)	Number	students	Number
of Schools	В.	of Schools	В.	of Schools	В.	of Schools	В.	of Schools
OR	Number	OR	Number	OR	Number	OR	Number	AND
Institutio	of	Institutio	of	Institutio	of	Institutio	of	Institutio
ns	Students	ns	Students	ns	Students	ns	Students	ns
0	0	5	265	4	100	1	25	2

for NSLP	Α.	for NSLP	BASE year	NON	A.	Éligibility	Α.	NSLP and
and SBP	Number	and SBP		BASE year	Number	Option	Number	SBP
В.	of Schools	В.	В.	В.	of Schools	В.	of Schools	В.
Number	AND	Number	Number	Number	AND	Number	AND	Number
of	Institutio	of	of	of	Institutio	of	Institutio	of
Students	ns	Students	Students	Students	ns	Students	ns	Students
435	3	426	426	98	1	122	0	0

Á. (only NSLP	Provision	the letter	reported	SNAP	n)	applicatio	on
Number		2/3 for all	method	in 3-2	agency	Α.	n)	Α.
of Schools	В.	schools),	В.	В.	В.	Number	В.	Number
AND	Number	otherwise	Number	Number			Number	of
Institutio	of	enter a	of FREE	of FREE	of FREE	Applicatio	of	Applicatio
ns	Students	"0"	Students	Students	Students	ns	Students	ns
1	97	0	388	27	2	427	835	134

informati	on	informati	(3-4B) +	Students	from	d by	d after	was not
on	A.	on	(4-1B) +	Reported	verificatio	Novembe	Novembe	complete
В.	Number	В.	(4-2B) +	(4-3B) +	n,	r 15th,	r 15th,	d,
Number	of	Number	(2-2aB, if	(2-2bB, if	otherwise	otherwise	otherwise	otherwise
of	Applicatio	of	applicable	applicable	enter a	enter a	enter a	enter a
Students	ns	Students))	"0"	"0"	"0"	"0"
191	57	83	1441	83	0	1	0	0

3,000	selected	case	ns as of	applicatio	d direct	n	verificatio	Responde
error-	randomly	numbers)	October	ns	verificatio	Α.	n	d, NO
prone),),	,			n),	Number	В.	CHANGE
otherwise	otherwise	otherwise	considere	for	otherwise		Number	a.
	enter a	enter a	d error	verificatio	enter a	Applicatio	of	Applicatio
"0"	"0"	"0"	prone	n sample	"0"	ns	Students	ns
1	0	0	1600	48	0	3	4	10

1.	to	Changed	d,	Responde	d, '	Responde	Responde	1.
Responde	REDUCED	to	Changed	d,	Changed	d,	d, NO	Responde
d, NO	PRICE	REDUCED	to PAID	Changed	to PAID	Changed	CHANGE	d, NO
CHANGE	a.	PRICE	a.	to PAID	a.	to PAID	a.	CHANGE
b.	Applicatio	b.	Applicatio	b.	Applicatio	b.	Applicatio	b.
Students	ns	Students	ns	Students	ns	Students	ns	Students
13	0	0	1	1	2	3	19	27

to	Changed	d,	Responde	d, '	Responde	Responde	1.	d,
REDUCED	to	Changed	d,	Changed	d,	d, NO	Responde	Changed
PRICE	REDUCED	to PAID	Changed	to PAID	Changed	CHANGE	d, NO	to FREE
a.	PRICE	a.	to PAID	a.	to PAID	a.	CHANGE	a.
Applicatio	b.	Applicatio	b.	Applicatio	b.	Applicatio	b.	Applicatio
ns	Students	ns	Students	ns	Students	ns	Students	ns
1	2	1	1	5	7	4	5	1

Responde	d,	Responde	d, '	Responde	for cause
d,	Changed	d,	Changed	d,	(Enter
Changed	to PAID	Changed	to PAID	Changed	"N/A" if
to FREE	a.	to PAID	a.	to PAID	not
b.	Applicatio	b.	Applicatio		applicable
Students	ns	Students	ns	Students)
1	1	2	0	0	2