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	1-1. Total Schools (Do not include RCCIs) A. Number of Schools OR Institutions

1-1. Total Schools (Do not include RCCIs) B. Number of Students	1-2. Total RCCIs (Do not include schools counted in 1-1) A. Number of Schools OR Institutions	1-2. Total RCCIs (Do not include schools counted in 1-1) B. Number of Students	1-2a. RCCIs with day students (Report ONLY day students in 1-2aB) A. Number of Schools OR Institutions	1-2a. RCCIs with day students (Report ONLY day students in 1-2aB) B. Number of Students

1-2b. RCCIs with NO day students A. Number of Schools OR Institutions	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

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	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	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	3-3. Students directly certified through other programs: Include those directly certified through (TANF), (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	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

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

4-3. Approved as REDUCED PRICE eligible: Based on household size and income information B. Number of Students	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"	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"	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"

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"

5-7. Confirmed through direct verification A. Number of Applications	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 by Original Benefit Type A. FREE-Categorically Eligible 2. Responded, Changed to REDUCED PRICE b. Students	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 3. Responded, Changed to PAID a. Applications	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 3. Responded, Changed to PAID b. Students	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 4. NOT Responded, Changed to PAID a. Applications	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 4. NOT Responded, Changed to PAID b. Students
5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible

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

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

5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 2. Responded, Changed to FREE a. Applications	5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 2. Responded, Changed to FREE b. Students	5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 3. Responded, Changed to PAID a. Applications	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	VC-1. Total questionable applications verified for cause (Enter "N/A" if not applicable)

5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 4. NOT Responded,

Field Headers

State ID	SFA ID #	Type of SFA: Public	Type of SFA: Private

Accepted Formats or Values

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

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

Positive only   Positive only

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

	Positive & Zero	Positive & Zero	Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Indian 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	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	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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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	Positive & Zero	0 or 1

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", if Alternate one (Lesser of 3% or 3,000 selected randomly), otherwise enter a "0"	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
0 or 1	0 or 1	Alphanumeric

0 or 1	0 or 1	Numeric of N/A

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 A. Number of Applications	5-7. Confirmed through direct verification B. Number of Students
Numeric	0 or 1	Numeric	Numeric

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	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 by Original Benefit Type A. FREE-Categorically Eligible 2. Responded, Changed to REDUCED PRICE b. Students
Numeric	Numeric	Numeric	Numeric

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

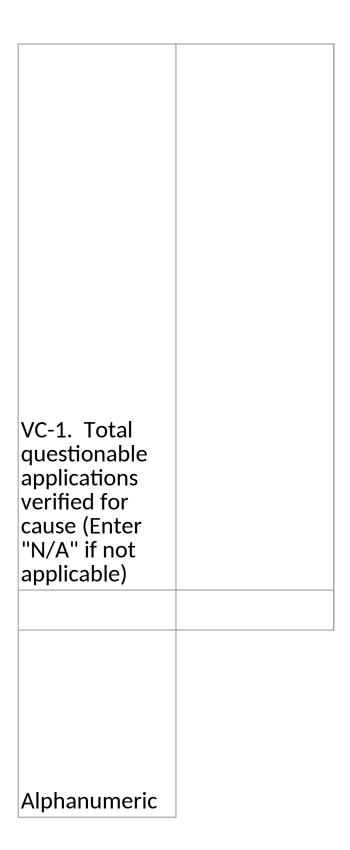| 5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 3. Responded, Changed to PAID a. Applications	5-8. Results of Verification by Original Benefit Type A. FREE-Categorically Eligible 3. Responded, Changed to PAID b. Students	5-8. Results of Verification by Original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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

5-8. Results of Verification by Original Benefit Type C. REDUCED PRICE-Income 3. Responded, Changed to PAID a. Applications	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

Positive & Zero Positive & Zero Positive & Zero Positive & Zero

VC-1. Total questionable applications verified for cause (Enter "N/A" if not applicable)	
Alphanumeric	

Numeric of
N/A

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 acce rows in the data file.

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

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

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

epted. 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
CO	165671	1	0	2013	2014	Midstate C	Midstatevi	44544

A. Number of Schools OR Institutions	include RCCIs) B. Number of Students	A. Number of Schools OR Institutions	counted in 1-1) B. Number of Students	A. Number of Schools OR Institutions	students in 1-2aB) B. Number of Students	A. Number of Schools OR Institutions	day students B. Number of Students	A. Number of Schools AND Institutions
0	0	5	265	4	100	1	25	2

for NSLP and SBP B. Number of Students	A. Number of Schools AND Institutions	for NSLP and SBP B. Number of Students	BASE year B. Number of Students	NON BASE year B. Number of Students	A. Number of Schools AND Institutions	Eligibility Option B. Number of Students	A. Number of Schools AND Institutions	NSLP and SBP B. Number of Students
435	3	426	426	98	1	122	0	0

A. Number of Schools AND Institutions	only NSLP B. Number of Students	Provision 2/3 for all schools), otherwise enter a "0"	the letter method B. Number of FREE Students	reported in 3-2 B. Number of FREE Students	SNAP agency B. Number of FREE Students	n) A. Number of Applications	application) B. Number of Students	on A. Number of Applications
1	97	0	388	27	2	427	835	134

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

3,000 error-prone), otherwise enter a "0"	selected randomly), otherwise enter a "0"	case numbers) , otherwise enter a "0"	ns as of October 1st considered error prone	applications selected for verification n sample	d direct verification n), otherwise enter a "0"	n A. Number of Applications	verification B. Number of Students	Responded, NO CHANGE a. Applications
1	0	0	1600	48	0	3	4	10

1. Responded, NO CHANGE b. Students	to REDUCED PRICE a. Applications	Changed to REDUCED PRICE b. Students	d, Changed to PAID a. Applications	Responded, Changed to PAID b. Students	d, Changed to PAID a. Applications	Responded, Changed to PAID b. Students	Responded, NO CHANGE a. Applications	1. Responded, NO CHANGE b. Students
13	0	0	1	1	2	3	19	27

to REDUCED PRICE a. Applications	Changed to REDUCED PRICE b. Students	d, Changed to PAID a. Applications	Responded, Changed to PAID b. Students	d, Changed to PAID a. Applications	Responded, Changed to PAID b. Students	Responded, NO CHANGE a. Applications	1. Responded, NO CHANGE b. Students	d, Changed to FREE a. Applications
1	2	1	1	5	7	4	5	1

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