



2011 Summer Nutrition Program Site Application

Fax to 773/304-4222 or E-mail to GR8Food@fspro.com

Archdiocese of Chicago Nutrition

Application Deadline = May 31, 2011

SITE INFORMATION

For more information visit www.Gr8Food4Summer.com

Were you in the Summer Program in 2010? YES NO If yes, what was your site code? _____

SITE/PROGRAM NAME: _____

DELIVERY ADDRESS

HOUSE/BLDG # _____ STREET NAME _____ AVE/PLACE/STREET/ROAD/ETC... _____ CITY _____ ZIP _____

MAILING ADDRESS

If different from delivery address HOUSE/BLDG # _____ STREET NAME _____ AVE/PLACE/STREET/ROAD/ETC... _____ CITY _____ ZIP _____

SITE PHONE #'S (with area code)

PRIMARY PHONE _____ SECONDARY PHONE _____ CELL _____ FAX _____

SITE MANAGER/DIRECTOR NAME

(please include first & last name) _____ TITLE: _____

PHONE # _____ EMAIL ADDRESS _____

DATES OF PROGRAM (MM/DD/YYYY)

First Day _____ Last Day _____

DAYS OF OPERATION

(CHECK ALL DAYS OF THE WEEK THE SITE WILL SERVE MEALS)

MON TUES WED THURS FRI

HOURS OF OPERATION

OPEN TIME _____ AM PM CLOSED TIME _____ AM PM

TYPE OF SITE

CHURCH SCHOOL PUBLIC HOUSING SUMMER CAMP PARK HOMELESS SHELTER NYSP OTHER _____
(National Youth Sports Program)

TYPE OF PROGRAM

OPEN TO PUBLIC ENROLLED RESIDENTIAL/DAY CAMP UNKNOWN

ELIGIBILITY

SITE TYPE

Open Site (Open to youth in the community, no enrollment required)
 Closed Enrolled (Children enrolled in formal activities)

Is there a Child and Adult Care Food Program (CACFP) operating at this location? YES NO

If yes, you must complete the clarification of participation form ISBE 67-81

QUALIFICATION FOR PROGRAM

Does the closest school to the site have at least 50% of the children eligible for free or reduced-price meals? YES NO If no, you may not be eligible for this program.

If yes, what is the name of the school _____

MEAL PARTICIPATION

Sites may serve up to 2 meals/day.

Hot breakfast and lunch alternate between a hot and cold entrée each day.

Breakfast Cold Hot Lunch Cold Hot Are you interested in serving Vegetarian meals, (cold only)? Yes No Afternoon Snack

Meal Service Begins (time) Must be at least 30 minutes after site open time _____ Breakfast _____ Lunch _____ Afternoon Snack _____
Meal Service Ends (time) _____
Projected Highest Daily Participation _____
Projected Average Daily Participation _____

You must allow at least three hours between the beginning of one meal service and the beginning of another (breakfast/lunch, lunch/snack etc...)

MEAL SERVICE PROCEDURES

1. Site has developed a system for serving meals to children? YES NO
2. Site has arrangements to serve food during inclement weather? YES NO
3. Site has a means of communication to adjust meal orders/deliveries? YES NO
4. Does the site have enough refrigeration space to hold all the meals? YES NO
5. How many meals can be comfortably held in the refrigeration unit? _____ N/A

Form Completed By _____ Title _____ Date _____

DIRECTIONS FOR COMPLETING APPLICATION

<u>FIELD</u>	<u>EXPLANATION</u>
SITE/PROGRAM NAME:	List the name of the program the children will be participating in. Example: ABC Church Camp, AAA Church, BBB School etc.
DELIVERY ADDRESS	The address meals will be delivered and served at.
MAILING ADDRESS	If your mailing address is different from your delivery address, fill out this field.
SITE PHONE #'S (with area code)	List all applicable phone numbers for the site. These phone numbers will be used to confirm meal counts and communicate with you regarding deliveries.
SITE MANAGER/DIRECTOR NAME	The person who is the manager/director of the program. This person may be different from the person who oversees the entire organization.
DATES OF PROGRAM	List the first day of meal service and last day of meal service. Independence Day will be celebrated on July 4th. No meals will be available for this day.
DAYS OF OPERATION	Place an "X" in all the days a week that you will normally serve meals.
HOURS OF OPERATION	List the hours the site is open to receive meals - not the hours of the program you are operating. For example: The site director arrives at 7:30 AM but the children's program begins at 9:00 AM. Put down 7:30 AM as your site open time. The site open time must be at least 30 minutes before the first meal service period.
TYPE OF SITE	Select the type of site that most closely represents your site. If you are operating a church program, list church; if the program operates in a school, list school; etc.
TYPE OF PROGRAM	Open to the Public = meals will be made available to all children in the area on a first-come, first-serve basis. Enrolled=open only to enrolled children or to an identified group of children. Residential/Day Camp = Residential or nonresidential day camps offer regularly scheduled food service as part of an organized program for enrolled children.
ELIGIBILITY	Open Site = Open to all youth in the community, no enrollment required. Closed Enrolled = Children are enrolled at the site for formal activities.
Is there a Child and Adult Care Food Program (CACFP) operating at this location?	If there is another program that operates the CACFP at this location, you must complete the form ISBE 67-81. Contact us at 773-GR8-FOOD to obtain the form. You can also download the form at www.Gr8Food4Summer.com
QUALIFICATION FOR PROGRAM	Sites must be located in an area where 50% or more of the children residing in the area are eligible for free or reduced-price school meals. If you know that the closest school to your site has 50% or more of the children eligible for free or reduced-price school meals, list the name of the school. If you do not know this information leave it blank. If you want to be sure your site will qualify, contact us at 773-GR8-FOOD and we will be able to obtain that information for you.
<u>MEAL PARTICIPATION</u>	
Sites may serve up to 2 meals/day. For example, breakfast & lunch or lunch & afternoon snack. Sites interested in serving a hot breakfast and/or lunch, must have a person at the site who has a current Sanitation Certification certificate. You must provide us with a copy of this certificate. Hot breakfast and lunch alternate between a hot and cold entrée each day. For example on lunch, Monday could be a hamburger, Tuesday could be a cold sandwich, Wednesday could be chicken nuggets etc.. If your site has some children who require a vegetarian meal, a cold vegetarian lunch menu is available. You may get a combination of a Hot or Cold lunch and vegetarian lunches. Sites may also request a cold breakfast and a hot lunch or vise versa.	
Meal Service Begins	List the time each meal service you are participating in will start. Regulations of the program require meal time to start no earlier or later then this time each day. The first meal service period must be at least 30 minutes after the site open time.
Meal Service Ends	List the time each meal service you are participating in will end. Regulations of the program require meal time to end no later then this time each day at this time. You must allow at least three hours between the beginning of one meal service and the beginning of another (breakfast/lunch, lunch/snack etc...)
Projected Highest Daily Participation (HDP)	The maximum number of children who can participate in your program.
Projected Average Daily Participation (ADP)	The average number of children you project who will participate in your program.

MEAL SERVICE PROCEDURES

- 1. Site has developed a system for serving meals to children.** Do you have an approved system for serving meals?
- 2. Site has arrangements to serve food during inclement weather.** If you plan on serving outside, you have adequate space inside to serve?
- 3. Site has a means of communication to adjust meal orders/deliveries.** Site can call FSP to adjust orders as necessary.
- 4. Does the site have enough refrigeration space to hold all the meals?**
Does the site have a refrigerator that can comfortably hold all the meals that are ordered each day.
- 5. How many meals can be comfortably held in the refrigeration unit?** If you have a refrigerator, how many meals can it hold?