

Child Nutrition Program Computer System Information

District contact regarding Child Nutrition computer programs:

Name:		Position:	
Email:		Phone:	

The United States Department of Agriculture (USDA) and/or Arkansas Department of Education (ADE), Child Nutrition Unit (CNU) does not approve or authorize any computer software system for application processing, determination of eligibility, generation of letters to households, point of sale meal counting and claiming, verification selection/activities, on-line application processing, etc.

The School District is responsible for ensuring all software being used in the Child Nutrition Program is accurate and updated at all times. If the district's computer systems are changed anytime during the school year this form must be updated in writing with ADE/CNU.

I.

Free and Reduced Price Meal Application Software:				
Program updated:				
A. Does the district use a computer system to determine meal eligibility?			YES	NO
What input method is used for the applications (check all that apply)?				
Scanned household applications (scanned applications must have prior approval from ADE/CNU each school year, attach copy)	Manually entered information from household paper application	On-line household application completion (must have prior approval from ADE/CNU)		
B. Does the computer system choose applications for verification?			YES	NO
C. Does the district use a computer system to generate letters to the household? <i>If yes, attach copies of ALL letters for ADE/CNU approval prior to use.</i>			YES	NO
D. Name of the software used for:				
a. Determination of meal eligibility:				
b. Verification activities:				
c. Generation of letters to household:				

II.

Does the District use a Computer System for Point of Service Meal Counts?			YES	NO
Program updated:				
A. If yes, is the computer system used at all schools?			YES	NO
If NO, explain:				
B. If yes, what is the method of point of service meal count by category (check all that apply in the district):				
Scanned ID cards	Students enter ID number	Cashier enters ID number from student verbal identifier	Fingerprint/thumbprint of students	Other (attach description)
C. What is the name of the software used for point of service meal count?				

III.

Does the District Accept On-line Meal Payments?			YES	NO
If yes, what is the name of the system used?				