

Child Nutrition Program Computer System Information 2015-16 School Year

School District: _____

LEA Number: _____

District contact regarding Child Nutrition computer programs:

Name: _____

Phone: _____

Email: _____

The United States Department of Agriculture (USDA) and/or Arkansas Department of Education, Child Nutrition Unit (ADE/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 with ADE/CNU.

I. Free and Reduced Price Meal Application Software:

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? Yes ___ No ___

If yes, attach copies of ALL letters for ADE/CNU approval prior to use.

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 ___

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 exchange (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? _____