



Completing a School Meal Program or
Special Milk Program Application
June, 2014

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Bureau of Nutrition and Health Services



Today I will learn

- How to move around in IowaCNP
- How to submit an FY15 School Meals Program or Special Milk Program application



IowaCNP

- <https://cnp.ed.iowa.gov/cnp/>
- Login –
- Password-
- Email Access Request Form to Ellen Miller at
Ellen.Miller@iowa.gov

Log On

The screenshot shows the login page for the Iowa Child Nutrition Programs website. At the top left is the Iowa Department of Education logo. The main header reads "Child Nutrition Programs" followed by the "Iowa C N P" logo. The page is divided into three main sections: a login box on the left, a central welcome message, and a links section at the bottom left. The login box is titled "Returning Users: Log On" and contains two input fields: "User ID:" and "Password:". A red oval highlights these two fields. Below the fields is a green "Log On" button. The central section features a graphic of three sets of hands holding a fork and spoon, with the text "Welcome to the New Child Nutrition Program website!" in blue. Below this is a green button that says "Click here for the Nondiscrimination statement." A red arrow points from this button towards the bottom right. The bottom left section is titled "Links" and contains a list of three items: "SNP Program Resources", "CACFP Program Resources", and "SFSP Program Resources". A red arrow points from this list towards the bottom right. At the very bottom of the page, there are three small blue dots and a dash, likely a navigation indicator.

Returning Users: Log On

User ID:

Password:

Log On



Welcome to the New Child Nutrition Program website!

Click here for the Nondiscrimination statement.

Links

- SNP Program Resources
- CACFP Program Resources
- SFSP Program Resources



Security

**Your current password has expired. You must reset your password before you can continue.
Please reset your password now.**

Please enter your new password and re-enter your new password to verify it. Click Save to continue.

New Password:

Re-Enter New Password:

Save

Cancel



Program Page

School Nutrition Programs

Iowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Programs | Year | Help | Log Out

Programs

School Nutrition Programs		
Summer Food Service Program		

The screenshot shows a web application interface for "School Nutrition Programs". At the top, there is a navigation bar with links for "Applications", "Claims", "Compliance", "Reports", "Security", "Search", "Programs", "Year", "Help", and "Log Out". Below the navigation bar, the main content area is titled "Programs" and contains a grid of nine buttons. The buttons are arranged in a 3x3 grid. The top-left button is blue and labeled "School Nutrition Programs". The bottom-left button is red and labeled "Summer Food Service Program". The other seven buttons are either grey or have a color gradient (green, orange, purple, yellow) but are not labeled.



Home Page

The screenshot shows the home page of the IowaCNP School Nutrition Programs. At the top, the title "School Nutrition Programs" is displayed in blue. To the right is the IowaCNP logo. Below the title is a navigation bar with several menu items: "Applications", "Claims", "Compliance", "Reports", "Security", and "Search" (all enclosed in a red oval), "Programs", "Year", "Help", and "Log Out". A red arrow points to the "Help" button. Below the navigation bar are three cartoon carrots with green leaves and yellow stars above them. The main heading reads "Welcome to IowaCNP for School Nutrition Programs!". Below this, a message states: "Questions? Try the On-line help button near the Log Out button in the upper right. A copy of the PowerPoint and user manual is located on the IADE web site." A horizontal line separates this from the next section, "You may also contact your area consultant for any questions.", which contains a bullet point: "Community Eligibility Provision requests due June 30, 2014." Another horizontal line separates this from the "Applications" section, which contains a bullet point: "School Year 2014-2015 applications due August 8, 2014".

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Programs | Year | Help | Log Out

Welcome to IowaCNP for School Nutrition Programs!

Questions? Try the On-line help button near the Log Out button in the upper right.
A copy of the PowerPoint and user manual is located on the IADE web site.

You may also contact your area consultant for any questions.

- Community Eligibility Provision requests due June 30, 2014.

Applications

- School Year 2014-2015 applications due August 8, 2014

SNP Online Help - Internet Explorer

https://cnp-staging.ed.iowa.gov/CNP/Help/nslp_Sponsor/index.htm

Contents Index Search Glossary - Search - GO

Introduction
Introduction
Getting Started
Applications
Claims
Compliance
Security

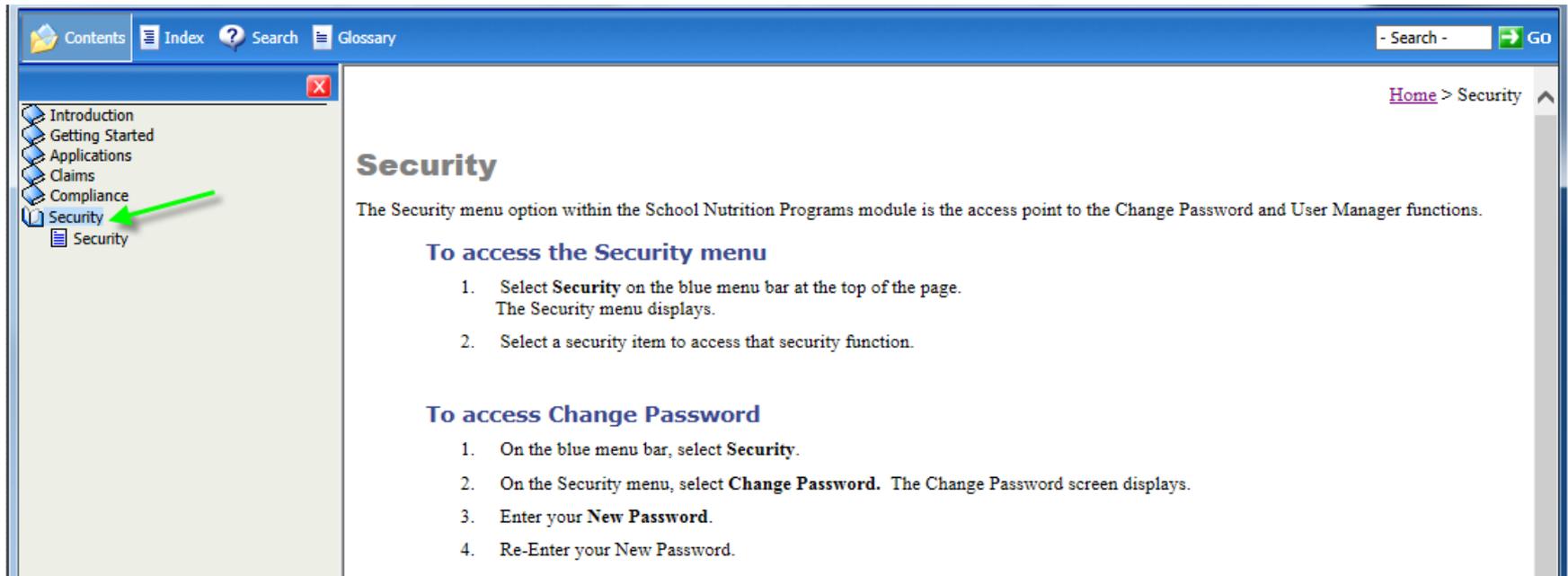
Home > Introduction > Introduction



Online Help

Welcome to the online help system for the School Nutrition Programs module. This web-based software solution provides administrators, state users and Organizations with efficient and immediate access to applications, claims, and related nutrition program functions. This online help will provide:

- A general explanation of each feature available
- Step-by-step instructions for utilizing the web site features.
- Tips and notes to enhance your understanding of the system.

A screenshot of a web-based help page. The page has a blue header with navigation links: Contents, Index, Search, and Glossary. A search bar is on the right. A left sidebar contains a tree view of topics: Introduction, Getting Started, Applications, Claims, Compliance, Security (highlighted with a green arrow), and a sub-item Security. The main content area is titled "Security" and contains a paragraph explaining the menu's purpose, followed by two sections: "To access the Security menu" and "To access Change Password", each with a numbered list of steps.

Contents Index Search Glossary - Search - GO

Home > Security

Security

The Security menu option within the School Nutrition Programs module is the access point to the Change Password and User Manager functions.

To access the Security menu

1. Select **Security** on the blue menu bar at the top of the page. The Security menu displays.
2. Select a security item to access that security function.

To access Change Password

1. On the blue menu bar, select **Security**.
2. On the Security menu, select **Change Password**. The Change Password screen displays.
3. Enter your **New Password**.
4. Re-Enter your New Password.



Program Year

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year

Applications >

Select School Year

13570000 Status: Active
Elm Creek CSD
DBA:
202 E Center
Bancroft, IA 50517
Type of Agency: Educational Institution
Type of SNP Organization: Private

School Year	Date Range	Application Packet
NEW! 2014 - 2015	07/01/2014 - 06/30/2015	Not Started
2013 - 2014	07/01/2013 - 06/30/2014	Application Packet on File

< Back



Application Packet

School Nutrition Programs

[Applications](#) | [Claims](#) | [Compliance](#) | [Reports](#) | [Security](#) | [Search](#) | [Year](#) | [Help](#) | [Log Out](#)

Welcome to IowaCNP!
Applications are now available and due August 8th.

The screenshot shows a web application interface. At the top, there is a header with the text "School Nutrition Programs" and the IowaCNP logo. Below the header is a navigation menu with several links: "Applications", "Claims", "Compliance", "Reports", "Security", "Search", "Year", "Help", and "Log Out". The "Applications" link is circled in red, and a red arrow points to it from the left. The main content area features an illustration of three sets of silverware (fork, spoon, knife) with yellow sparkles above them. Below the illustration, the text reads "Welcome to IowaCNP!" and "Applications are now available and due August 8th."

School Nutrition Programs

[Applications](#) | [Claims](#) | [Compliance](#) | [Reports](#) | [Security](#) | [Search](#)

[Year](#) | [Help](#) | [Log Out](#)

[Applications >](#)

School Year: 2014 - 2015

Item	Description
Application Packet	Applications Forms (Organization and Site)
Verification Report	Mandatory Annual Verification Report
Food Safety Inspections	Number of Food Safety Inspections by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading



Enroll for current year

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Programs | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

2014 - 2015 Application Packet

1255000 Status: Active Maple Grove Community School District DBA: 768 South Maple Street Avoca, IA 51521 Type of Agency: Educational Institution Type of SNP Organization: Public	Packet Submitted Date: Packet Approved Date: Packet Original Approval Date: Packet Status: Not Enrolled
---	--

The Organization has not started in the current year (2015).
Click 'Enroll' to enroll for this year based on your prior year's information.





Enroll for current year

The screenshot displays the 'School Nutrition Programs' web application interface. At the top, the 'Iowa CNP' logo is visible. Below the logo is a navigation menu with options: Applications, Claims, Compliance, Reports, Security, Search, Programs, Year, Help, and Log Out. The current page is titled '2014 - 2015 Application Packet' and shows details for a school district with ID '1255000'. The district name is 'Maple Grove Community School District'. The status is 'Active'. The address is '768 South Maple Street, Avoca, IA 51521'. The type of agency is 'Educational' and the type of SNP organization is 'Public'. The packet submitted date is '10/1/2014', the packet approved date is '10/1/2014', and the status is 'Not Enrolled'. A confirmation dialog box is overlaid on the page, asking 'You have clicked the 'Enroll' button. Do you want to continue?'. The 'OK' button is highlighted with a green circle and a red arrow pointing to it.

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Programs | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

2014 - 2015 Application Packet

1255000 Status: Active
Maple Grove Community School District
DBA:
768 South Maple Street
Avoca, IA 51521
Type of Agency: Educational
Type of SNP Organization: Public

Packet Submitted Date: 10/1/2014
Packet Approved Date: 10/1/2014
Status: Not Enrolled

Message from webpage

? You have clicked the 'Enroll' button. Do you want to continue?

OK Cancel



New Application

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

2014 - 2015 Application Packet

13570000 Status: Active Elm Creek CSD DBA: 202 E Center Bancroft, IA 50517 Type of Agency: Educational Institution Type of SNP Organization: Private	Packet Submitted Date: Packet Approved Date: Packet Original Approval Date: Packet Status: Not Enrolled
--	--

Action	Form Name	Latest Version	Status
Add	→ Organization Application		Not Started

[Show Packet History](#)



Organization Application

School Nutrition Programs

lowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet >  School Year: 2014 - 2015

VIEW | MODIFY 

**SNP Organization Application
For School Year: 2014 - 2015**

13570000 Status: Active
Elm Creek CSD
DBA:
202 E Center
Bancroft, IA 50517
Type of Agency: Educational Institution
Type of SNP Organization: Private

Version: Original 

Organization Type

1. Type of Agency: Educational Institution



Organization Application

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

[VIEW](#) | [MODIFY](#)

SNP Organization Application For School Year: 2014 - 2015

13570000 Status: Active
Elm Creek CSD
DBA:
202 E Center
Bancroft, IA 50517
Type of Agency: Educational Institution
Type of SNP Organization: Private

Version: Original

August 2014						
S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6
No Date			Close			

Organization Type

1. Type of Agency: Educational Institution

School Year Dates of Operation

2. Operational Dates: Start Date: 07/01/201 End Date: 06/30/2015



Organization Application

Authorized Representative

	Salutation	First Name	Last Name
3. Name:	Ms. <input type="checkbox"/>	<input type="text" value="Barb"/>	<input type="text" value="Brown"/>
4. Email Address: 	<input type="text" value="bbrown@wmucsd.org"/>		
5. Phone:	<input type="text" value="(515) 000-0000"/>	Ext: <input type="text" value="100"/>	Fax: <input type="text"/>
6. Title:	<input type="text" value="III"/>		

Street Address

7. Address Line 1:	208 S Olive		
Address Line 2:			
8. City:	Winfield		
9. State:	IA	Zip:	52659-0285
10. County:	Henry (044)		

Mailing Address

11. Address Line 1:	208 S Olive		
Address Line 2:	PO Box E		
12. City:	Winfield		
13. State:	IA	Zip:	52659-0285
14. County:	Henry (044)		



Organization Application

Child Nutrition Director\Food Service Director

Same as the Authorized Representative

	Salutation	First Name	Last Name
15. Name:	Ms. <input type="text"/>	p <input type="text"/>	Hartman <input type="text"/>
16. Email Address:	thartman@wmu.k12.ia.us <input type="text"/>		
17. Phone:	(319) 257-7700 <input type="text"/>	Ext: <input type="text"/>	Fax: (319) 257-7714 <input type="text"/>
18. Title:	Food Service Director <input type="text"/>		

Claim Preparer

Same as the Child Nutrition Director/Food Service Director

	Salutation	First Name	Last Name
19. Name:	Ms. <input type="text"/>	test <input type="text"/>	tsst <input type="text"/>
20. Email Address:	test@iowa.gov <input type="text"/>		
21. Phone:	(333) 999-9999 <input type="text"/>	Ext: <input type="text"/>	Fax: <input type="text"/>
22. Title:	ss <input type="text"/>		



Organization Application

Hearing Official

23. This person shall ensure that all required provisions of the appeal process are followed as outlined on the Letter to Households of Approval/Denial of Benefits. The hearing official must be someone not involved in making the determination under appeal or any previous conference and hold a position at a higher administrative level than the reviewing and verifying official(s).

Name/Title:

Sam Smith, Principal

*Hearing Official must be in a position higher than the Determining Official and Verifying Official.

*If only participating in the Special Milk Program "Pricing with free option", enter Name/Title of Hearing Official. All other Special Milk Program options enter "None".

Determining Official

24. This person processes applications and makes eligibility determinations.

Name/Title:

Cathy Howard, Food Service Director

Verifying Official

25. This person is responsible for verification of the eligibility of applicant households in accordance with program regulations.

Name/Title:

Jill Nelson, Elementary Principal



Organization Application

Verification Method

26. Which type of Verification Method do you intend to use?

- Standard
- Alternate I
- Alternate II
- No Verification to be Performed

Verification Method

5-8 Results of Verification by Original Benefit Type

For each original benefit type (A, B, & C), report the number of applications and students as of November 15th for each result category (1, 2, 3, & 4). Do NOT include students and applications already reported in 5-7A or 5-7B.

Result Category	A. FREE-Categorically Eligible Certified as FREE based on SNAP/TANF/FDPIR documentation (e.g. case number) on application		B. FREE-Income Certified as FREE based on income/household size application		C. REDUCED PRICE-Income Certified as REDUCED PRICE based on income/household size application	
	a. Applications	b. Students	a. Applications	b. Students	a. Applications	b. Students
1. Responded, NO CHANGE:	5	14	11	22	4	7
2. Responded, Changed to REDUCED PRICE / FREE:	0	0	0	0	0	0
3. Responded, Changed to PAID:	0	0	0	0	0	0
4. NOT Responded, Changed to PAID:	4	5	2	3	0	0



Organization Application

Eligibility Information

27. Does your organization use the IADE-provided prototype application documents? Yes No
Will the prototype Notification of Eligibility Letter provided by IADE be used? Yes No
28. Does your organization use scanned applications? Yes No
29. Does your organization use online applications? Yes No
30. Are you using a system for processing free and reduced applications? Yes No
If Yes, what is the name of your system?
31. Does the Organization use a computerized program to select the households to be verified? Yes No
If Yes, what is the name of your system?
32. Will any of your sites be participating in the Community Eligibility Provision (CEP) for the National School Lunch Program? Yes No



Organization Application

Residential Child Care Institution (RCCI) only

33. What is the student population type?
- Residential only
 - Residential and day students
34. What documentation is used to determine eligibility of residential students for free meals?
- Individual Determination Form
 - Roster Form
 - Other
- If Other, please describe:
35. What documentation is used to determine eligibility of day students for free and reduced price meals?
- Free and Reduced Price Application
 - Only claim paid meal reimbursements for day students
 - Other
- If Other, please describe:



Organization Application

Food Service Management Company (FSMC)

36. Will the school nutrition program be managed by a Food Service Management Company (FSMC)? Yes No

Organization Contact for FSMC Contract

	Salutation	First Name	Last Name
37. Name:	Ms. <input type="text"/>	Holly <input type="text"/>	Knight <input type="text"/>
38. Email Address: 	patti.harding@iowa.gov <input type="text"/>		
39. Phone:	(212) 222-2222 <input type="text"/>	Ext: <input type="text"/>	Fax: <input type="text"/>
40. Title:	Superintendent <input type="text"/>		



Organization Application

Vended Meals

41. Does your organization purchase meals from a School Food Authority (SFA)? Yes No

If Yes, please list the School Food Authority (SFA) name(s):

Do you have an agreement?

Yes No

42. Does your organization purchase meals/snacks from a vendor other than a School Food Authority (SFA)? Yes No

If Yes, please list the vendor name:

Do you have a contract?

Yes No

43. Does your organization claim reimbursement for meals provided to a School Food Authority (SFA)? Yes No

Do you have an agreement?

Yes No

44. Does your organization vend meals/components to a School Food Authority (SFA)? Yes No

If Yes, please list the School Food Authority (SFA) name(s):



Organization Application

Wellness Policy

45. When was the Local Wellness Policy last reviewed by the local school board? 
(Date: mm/dd/yy):

Wellness Contact

Identify the name of the individual charged with operational responsibility for ensuring that the school meets the local wellness policy.

	Salutation	First Name	Last Name
46. Name:	<input type="text" value="Dr."/> 	<input type="text" value="Janet"/>	<input type="text" value="Wendland"/>
47. Email Address: 	<input type="text" value="patti.harding@iowa.gov"/>		
48. Phone:	<input type="text" value="(222) 222-2222"/>	Ext: <input type="text"/>	Fax: <input type="text"/>
49. Title:	<input type="text" value="Human Resource Director"/>		



Organization Application

Miscellaneous Questions

50. Does the Organization store USDA Foods at a non-Organization owned facility? Yes No
51. Did the Organization expend more than \$500,000.00 in Federal Funds from all sources in the last fiscal year? Yes No N/A
If YES, send a copy of the annual audit to SA.
52. Did the Organization use the current USDA Paid Lunch Equity (PLE) Tool to determine meal prices? Yes No



Organization Application

Severe Need Lunch - Reimbursement Rate Determination

Lunches claimed for School Year (2012 - 2013)

Total Free Lunches	Total Reduced Price Lunches	Total Lunches	Free & Reduced %	Qualify for extra \$.02 reimbursement rate
26,521	5,837	62,932	51.41 %	No



Organization Application

Comments from Organization

53.



Organization Application

Certification

- This is to certify that this Organization intends that all electronic signatures executed by our employees, agents, or representatives, located anywhere in the world, are the legally binding equivalent of traditional handwritten signatures. By checking the box, this Organization is certifying by electronic signature that neither the Organization nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by an Federal/State department or agency.

I certify under penalty of perjury that the information on these application forms is true and correct, and that I will immediately report to the State any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The State may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of the Organization, I hereby agree to comply with all state and federal laws and regulations governing the Child Nutrition Programs administered by the State. In accordance with Federal law and U.S. Department of Agriculture policy, this Organization does not discriminate on the basis of race, color, national origin, sex, age or disability. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

Created By: ptestschool on: 4/16/2014 10:12:48 AM Modified By: ptestschool on: 5/19/2014 6:16:51 PM

Save

Cancel

[VIEW](#) | [MODIFY](#)



Organization Application

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

**SNP Organization Application
For School Year: 2014 - 2015**

1234000 Status: Active
Anytown CSD
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

The Application has been saved with errors.

Information entered is either incomplete or is not in compliance with the Iowa Department of Education rules and regulations. All errors listed on the form must be corrected before the Application can be processed. You may correct the errors now by clicking '< Edit' or you may return to the Application later.

< Edit Finish



Organization Application

1234000 Status: Active
Anytown CSD
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

Code	Error Description
1105	Claim Preparer - Contact must be completed. Salutation, Extension (Ext), and Fax may be blank.

Version: Original

Code	Error Description
1109	Hearing Official - Name/Title must be provided.



Organization Application

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

**SNP Organization Application
For School Year: 2014 - 2015**

1234000 Status: Active
Anytown CSD
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

The Application has been saved.

< Edit **Finish**



Application Packet

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

2014 - 2015 Application Packet

1234000 Status: Active

Anytown CSD
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

Packet Submitted Date:
Packet Approved Date:
Packet Original Approval Date:
Packet Status: Not Submitted

Action	Form Name	Latest Version	Status
View Modify	✓ Organization Application	Original	Not Submitted
View Modify	✓ Community Eligibility Provision (CEP) Schedule		Submitted
Details	FSMC Contract List		No Contracts
Details	➔ Meal Pattern Compliance Dashboard		Pending Validation
Details	➔ Checklist Summary (2)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	1	0	0	0	0	1

[< Back](#) [Submit for Approval](#) [Withdraw Packet](#)

[Show Packet History](#)



FSMC

Packet Assigned To: unassigned

Action	Form Name	Latest Version	Status
View Modify Admin	Organization Application	Original	Error
Details	➔ FSMC Contract List		1 Contract
Details	Meal Pattern Compliance Dashboard		Pending Validation
Details	➔ Checklist Summary (1)		
Details	Application Packet Notes		



Action	Company Name	Initial Year	Final Year	Status
View Modify	Compass Group- Chartwells Division	2014-2015	2018-2019	Pending Approval

[< Back](#) [Create New Contract](#)

Food Service Management Company Contract For School Year: 2014 - 2015

02250000 Status: Active
Maple Grove Community School District
DBA:
415 Stanton Ave
Maple Grove, Iowa 55590
Type of Agency: Educational Institution
Type of SNP Organization: Public

Contract Information

1. Company Name:
2. Initial Year:

Company Contact Information

Company Name:

Address:

City, State Zip:

Phone:

Email Address:

Additional Contract Information

3. Contract Date
Begin Date:



Meal Pattern Compliance Dashboard

Packet Assigned To: unassigned

Action	Form Name	Latest Version	Status
View Modify Admin	Organization Application	Original	Pending Validation
Details	Meal Pattern Compliance Dashboard		Pending Validation
Details	Checklist Summary		
Details	Application Packet Notes		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	1	0	0	0	0	1



Attestation Statement

Document Preparer Contact

	Salutation	First Name	Last Name
1. Name:	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Title:	<input type="text"/>		
3. Email Address: 	<input type="text"/>		
4. Phone:	<input type="text"/>	Ext: <input type="text"/>	Fax: <input type="text"/>

Documents

[Add](#)

Organization Attestation

Comments from Organization

5.



Attestation Statement

ment Preparer Contact

File Upload

1. File: **Browse...**

2. Comment:

Upload Cancel

A screenshot of a web application interface for uploading a file. The form is titled "File Upload" and is part of a larger section labeled "ment Preparer Contact". It contains two numbered fields: "1. File:" and "2. Comment:". The "File:" field has a text input box and a "Browse..." button. The "Comment:" field has a larger text input box. At the bottom of the form are two buttons: "Upload" (highlighted in red) and "Cancel". A red circle is drawn around the "Browse..." button, and a red arrow points to it from the right.



Attestation Statement

The screenshot shows a "Choose File to Upload" dialog box overlaid on a web application. The dialog box displays a list of files in a table format:

Name	Date m
Afterschool Care Snack Participation Rec...	5/20/20
Afterschool Care Snack Participation Rec...	5/20/20
Afterschool Care Snack Program Decisio...	5/20/20
Afterschool Care Snack Program food Pr...	5/20/20
Afterschool Care Snack Program Handbo...	5/20/20
Afterschool Snack Self-Monitoring Form	5/20/20
Afterschool Snack Tree 33109	5/20/20
Appeal by SFA for Claims Withheld	5/20/20
ATTESTATION FY15	5/20/20
Edit Record for Meal Counts	5/20/20

The file "ATTESTATION FY15" is highlighted in yellow. A red arrow points to the "Browse..." button in the web application interface below the dialog box. The web application interface shows a "Browse..." button and a "Cancel" button. The background of the web application includes text such as "Sites (2)", "Features Iowa Departmen...", "Features Iowa", "r: 2014 - 2015", and "url on: 6/26/2014 12:28:31 PM".



Attestation Statement

File Upload

1. File:

File Name: ATTESTATION FY15.rtf

2. Comment:

Created By: w Burl on: 6/26/2014 12:28:31 PM Modified By: w Burl on: 6/26/2014 12:28:31 PM

A green arrow points from the bottom left towards the "Upload" button, which is also circled in green.



Attestation Statement

Document Preparer Contact

1. Name:	Salutation	First Name	Last Name
	Dr. <input type="checkbox"/>	Karen	Smith
2. Title:	Superintendent		
3. Email Address:	ksmith@willow.k12.ia.us		
4. Phone:	515-222-8989	Ext:	Fax:

Documents

[View](#) | [Modify](#)



Organization Attestation

Attached on: 6/27/2014 7:40:09 AM

Comments from Organization

5.

Created By: w Burl on: 6/23/2014 7:18:56 AM Modified By: w Burl on: 6/26/2014 12:28:31 PM

[Save](#)

[Cancel](#)

[VIEW](#) | [MODIFY](#)



Meal Pattern Compliance Dashboard

Action	Form Name	Latest Version	Status
View Modify	 Organization Application	Original	Not Submitted
Details	 Meal Pattern Compliance Dashboard		Not Submitted
Details	 Checklist Summary (4)		



Site Application

Action	Form Name	Latest Version	Status
View Modify	✓ Organization Application	Original	Not Submitted
View Modify	✓ Community Eligibility Provision (CEP) Schedule		Submitted
Details	FSMC Contract List		No Contracts
Details	➔ Meal Pattern Compliance Dashboard		Pending Validation
Details	➔ Checklist Summary (2)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	1	0	0	0	0	1

[< Back](#) [Submit for Approval](#) [Withdraw Packet](#)

[Show Packet History](#)



Site Application

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > Packet Site List - SNP > School Year: 2014 - 2015

2014 - 2015 Application Packet - SNP Site List

1234000 Status: Active
 Anytown CSD
 DBA:
 208 S Olive
 Winfield, IA 52659-0285
 Type of Agency: Educational Institution
 Type of SNP Organization: Public

Action	Site ID / Site Name	Totals	NSLP	SBP	ASCP	SMP	FFVP	Version/ Status	% Enroll Free/Redc Oct 2013
		Totals	1	1	0	0	0		
View Modify	0172 Riverview Jr. Sr. High School		X	X				Original / Not Submitted	48.1012

[Add Site Application](#)

Total Sites Enrolled: 1



Site Application

Action	Site ID / Site Name	NSLP	SBP	ASCP	SMP	FFVP	Version/ Status	% Enroll Free/Redc Oct 2013
		Totals	1	1	0	0	0	
View Modify	0172 Riverview Jr. Sr. High School	X	X				Original / Not Submitted	48.1012

Add Site Application

Total Sites Enrolled: 1

< Back



Site Application

School Nutrition Programs



Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > Packet Site List - SNP > School Year: 2014 - 2015

VIEW | **MODIFY** | DELETE

SNP Site Application For School Year: 2014 - 2015

70470000 Status: Active Anytown CSD DBA: 208 S Olive Winfield, IA 52659-0285 Type of Agency: Educational Institution Type of SNP Organization: Public	0172 Status: Active Riverview Jr.-Sr. High School 208 S Olive Winfield, IA 52659
--	--

Version: Original

Program Information

Participating Program(s)

<input checked="" type="checkbox"/>	A. National School Lunch Program	(NSLP)	CFDA #10.555
<input checked="" type="checkbox"/>	B. School Breakfast Program	(SBP)	CFDA #10.553
<input type="checkbox"/>	C. Afterschool Care Program	(ASCP)	CFDA #10.555
<input type="checkbox"/>	D. Special Milk Program	(SMP)	CFDA #10.556

[Modify Program Selection](#)



Site Application

Version: Original

Program Information

Modify Program Selection

Participating Program(s)

Select all that apply:

- A. National School Lunch Program (NSLP) CFDA #10.555
- B. School Breakfast Program (SBP) CFDA #10.553
- C. Afterschool Care Program (ASCP) CFDA #10.555
- D. Special Milk Program (SMP) CFDA #10.556

< Back

Save and Continue

VIEW | MODIFY



Site Application

Site Contact

	Salutation	First Name	Last Name
1. Name:	Mrs. <input type="text"/>	Connie <input type="text"/>	Barnes <input type="text"/>
2. Email Address: 	sunnypreschool@mchsi.com <input type="text"/>		
3. Phone:	(515) 277-8454 <input type="text"/>	Ext: <input type="text"/>	Fax: (515) 279-2811 <input type="text"/>
4. Title:	Director <input type="text"/>		

Street Address

5. Address Line 1:	2743 82nd Place		
Address Line 2:			
6. City:	Urbandale		
7. State:	IA	Zip:	50322
8. County:	Polk (077)		



Site Application

Participation Information

9. Is this a new/merged site with a majority of the students transferred from severe need schools? Yes No

If yes, identify the schools involved. List Name and Site ID of school(s).

If yes, enter the number of lunches for the first 3 months of operation in question 10.

10. Lunches claimed for School Year (2012 - 2013) - Severe Need Breakfast Reimbursement Rate Determination

Total Free Lunches	Total Reduced Price Lunches	Total Paid Lunches	Total Lunches	Free & Reduced %	Qualify for Severe Need Breakfast Reimb. Rate
26,521	5,837	30,574	62,932	51.41%	Yes



Site Application

11. Select Grades at this site: (Check all that apply)

- | | | | | | | | |
|-------------------|--------------------------|------------|-------------------------------------|------------|--------------------------|-------------|--------------------------|
| Early Education: | <input type="checkbox"/> | 1st grade: | <input type="checkbox"/> | 5th grade: | <input type="checkbox"/> | 9th grade: | <input type="checkbox"/> |
| Head Start: | <input type="checkbox"/> | 2nd grade: | <input checked="" type="checkbox"/> | 6th grade: | <input type="checkbox"/> | 10th grade: | <input type="checkbox"/> |
| Pre-Kindergarten: | <input type="checkbox"/> | 3rd grade: | <input checked="" type="checkbox"/> | 7th grade: | <input type="checkbox"/> | 11th grade: | <input type="checkbox"/> |
| Kindergarten: | <input type="checkbox"/> | 4th grade: | <input type="checkbox"/> | 8th grade: | <input type="checkbox"/> | 12th grade: | <input type="checkbox"/> |

12. Kitchen Type:

Bulk Satellite

If Combination, identify which types:



Site Application

Pricing Information

13. **PRICING:** Insert prices charged for each program in which this site will participate (e.g. if the full price for lunch is \$2.00, insert 2.00 under NSLP and in the column next to Paid).

NON-PRICING: Select if students will not be charged for meals.

REDUCED CHARGE WAIVED: Only paid students and adults are charged for meals.

NOTE: The maximum charge for reduced-price meals is \$0.40 for lunch, \$0.30 for breakfast, and \$0.15 cents for snacks. Do not enter dollar signs in the meal pricing fields.

Meal Type	Pricing Information	Paid Price	Reduced Price	Adult Price
National School Lunch Program (NSLP)	Pricing <input checked="" type="checkbox"/>	2.55	.40	3.55
School Breakfast Program (SBP)	Pricing <input checked="" type="checkbox"/>	2.35	.30	2.75
Afterschool Care Program (ASCP)	Pricing <input checked="" type="checkbox"/>	0.25	0.15	1.00



Site Application

Pricing Information

13. **PRICING:** Insert prices charged for each program in which this site will participate (e.g. if the full price for lunch is \$2.00, insert 2.00 under NSLP and in the column next to Paid).

NON-PRICING: Select if students will not be charged for meals.

REDUCED CHARGE WAIVED: Only paid students and adults are charged for meals.

NOTE: The maximum charge for reduced-price meals is \$0.40 for lunch, \$0.30 for breakfast, and \$0.15 cents for snacks. Do not enter dollar signs in the meal pricing fields.

Meal Type	Pricing Information	Paid Price	Reduced Price	Adult Price
National School Lunch Program (NSLP)		<input type="text"/>	<input type="text"/>	<input type="text"/>
School Breakfast Program (SBP)		<input type="text"/>	<input type="text"/>	<input type="text"/>
Afterschool Care Program (ASCP)		<input type="text"/>	<input type="text"/>	<input type="text"/>

- Pricing
- Non-Pricing - Provision 2
- Non-Pricing - CEP
- Non-Pricing - Universal Free
- Non-Pricing - Provision 3
- Reduced Charge Waived



Site Application

Section A - National School Lunch Program (NSLP)

A1. A. Months of Operation: (Check all that apply)

All: Jul: Aug: Sep: Oct: Nov: Dec:
Jan: Feb: Mar: Apr: May: Jun:

B. Days of the week meals are served and claimed for reimbursement: (Check all that apply)

Mon-Fri: Mon: Tue: Wed: Thu: Fri: Sat: Sun:

A2. Meal Service Times

Begin Time: End Time:



Site Application

Participation Information

A3. Will Offer versus Serve (OVS) be implemented for Lunch?

Yes No

A4. What grades are utilizing Offer vs. Serve (OVS) for Lunch?

All: Early Education: 1st grade: 5th grade: 9th grade:
Head Start: 2nd grade: 6th grade: 10th grade:
Pre-Kindergarten: 3rd grade: 7th grade: 11th grade:
Kindergarten: 4th grade: 8th grade: 12th grade:

A5. How many Points of Service?



Site Application

Section B - School Breakfast Program (SBP)

B1. A. Months of Operation: (Check all that apply)

All: Jul: Aug: Sep: Oct: Nov: Dec:
Jan: Feb: Mar: Apr: May: Jun:

B. Days of the week meals are served and claimed for reimbursement: (Check all that apply)

Mon-Fri: Mon: Tue: Wed: Thu: Fri: Sat: Sun:

B2. Meal Service Times Begin Time: 8 AM :00 End Time: 8 AM :30

B3. Will Offer versus Serve (OVS) be implemented for Breakfast? Yes No

B4. What grades are utilizing Offer vs. Serve (OVS) for Breakfast?

All: Early Education: 1st grade: 5th grade: 9th grade:
Head Start: 2nd grade: 6th grade: 10th grade:
Pre-Kindergarten: 3rd grade: 7th grade: 11th grade:
Kindergarten: 4th grade: 8th grade: 12th grade:

B5. How many Points of Service?



Special Milk Program

Section D - Special Milk Program (SMP)

D1. Site Type:

D2. A. Months of Operation: (Check all that apply)

All: Jul: Aug: Sep: Oct: Nov: Dec:
Jan: Feb: Mar: Apr: May: Jun:

B. Days of the week milk is served and claimed for reimbursement: (Check all that apply)

Mon-Fri: Mon: Tue: Wed: Thu: Fri: Sat: Sun:

D3. Milk Pricing

Highest charge to children (per ½ pint):

Highest dairy cost (per ½ pint):

Bid Price:

D4. The SFA certifies that the approving official is different than the hearing official. Note: Approving official must be an SFA employee, not an FSMC employee.

D5. The SFA certifies that the Special Milk Program is only for students that do not have access to the School Breakfast Program or National School Lunch Program.



Site Application

Team Nutrition

- D1. Is this site currently a Team Nutrition School? Yes No
- D2. If "NO", do you wish to register as a Team Nutrition School? Yes No

Contact

D3. Name:	Salutation	First Name	Last Name
	Ms. <input type="text"/>	Sally <input type="text"/>	Jones <input type="text"/>
D4. Email Address: 	patti.harding@iowa.gov <input type="text"/>		
D5. Phone:	(313) 000-9898 <input type="text"/>	Ext: <input type="text"/>	Fax: <input type="text"/>
D6. Title:	Food Service Director <input type="text"/> x		

Created By: ptestschool on: 4/16/2014 10:12:48 AM Modified By: ptestschool on: 5/21/2014 5:27:08 PM



VIEW | **MODIFY** | DELETE



Site Application

School Nutrition Programs

Iowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > [Application Packet](#) > Packet Site List - SNP > School Year: 2014 - 2015

SNP Site Application
For School Year: 2014 - 2015

12340000 Status: Active Anytown CSD DBA: 208 S Olive Winfield, IA 52659-0285 Type of Agency: Educational Institution Type of SNP Organization: Public	0172 Status: Active Riverview Jr.-Sr. High School 208 S Olive Winfield, IA 52659
--	--

The Site Application has been saved with errors.

Information entered is either incomplete or is not in compliance with the Iowa Department of Education rules and regulations. All errors listed on the form must be corrected before the Site Application can be processed. You may correct the errors now by clicking '< Edit' or you may return to the Site Application later.

< Edit Finish



Site Application

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > Packet Site List - SNP > School Year: 2014 - 2015

SNP Site Application
For School Year: 2014 - 2015

1234000 Status: Active Anytown CSD DBA: 208 S Olive Winfield, IA 52659-0285 Type of Agency: Educational Institution Type of SNP Organization: Public	0172 Status: Active Riverview Jr.-Sr. High School 208 S Olive Winfield, IA 52659
--	---

The Site Application has been saved.

< Edit Finish



Site Application

SNP Site Application For School Year: 2014 - 2015

12340000	Status: Active	0172	Status: Active
Anytown CSD		Riverview Jr.-Sr. High School	
DBA:		208 S Olive	
208 S Olive		Winfield, IA 52659	
Winfield, IA 52659-0285			
Type of Agency: Educational Institution			
Type of SNP Organization: Public			

Code	Error Description
3113	NSLP - Meal Service Times are required.



Site Application

Comments to Organization

Please confirm the Start Date and End Date for School Year Operation. PJH 6/24/14

Version: Original

Organization Type

1. Type of Agency: Educational Institution

School Year Dates of Operation

2. Operational Dates: Start Date:  End Date: 

Authorized Representative



Site List

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > Packet Site List - SNP > School Year: 2014 - 2015

2014 - 2015 Application Packet - SNP Site List

70470000 Status: Active
Winfield-Mt Union Comm School District
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

Action	Site ID / Site Name						Version/ Status	% Enroll Free/Redc Oct 2013
		Totals	NSLP	SBP	ASCP	SMP		
View Modify	0172 Winfield-Mt Union Jr-Sr High School	X	X				Original / Pending Validation	48.1012

[Add Site Application](#)

Total Sites Enrolled: 1

[< Back](#)



Site Application

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > Packet Site List - SNP > School Year: 2014 - 2015

2014 - 2015 Application Packet - SNP Site List

12340000 Status: Active
Anytown CSD
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

Action	Site ID / Site Name	NSLP	SBP	ASCP	SMP	FFVP	Version/ Status	% Enroll Free/Redc Oct 2013
		Totals	1	1	0	0	0	
View Modif	0172 Riverview Jr.-Sr. High School	X	X				Original / Not Submitted	48.1012

[Add Site Application](#)

Total Sites Enrolled: 1



Site Application

2014 - 2015 Application Packet

12340000 Status: Active
 Anytown CSD
 DBA:
 208 S Olive
 Winfield, IA 52659-0285
 Type of Agency: Educational Institution
 Type of SNP Organization: Public

Packet Submitted Date:
 Packet Approved Date:
 Packet Original Approval Date:
 Packet Status: Not Submitted

Action	Form Name	Latest Version	Status
View Modify	✓ Organization Application	Original	Not Submitted
View Modify	✓ Community Eligibility Provision (CEP) Schedule		Submitted
Details	FSMC Contract List		No Contracts
Details	➔ Meal Pattern Compliance Dashboard		Pending Validation
Details	➔ Checklist Summary (2)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/Closed	Error	Total Applications
School Nutrition Program	0	1	0	0	0	0	1

< Back | Submit for Approval | Withdraw Packet

Show Packet History



Organization Application

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

2014 - 2015 Application Packet

12340000 Status: Active
Maple Grove Community School District
DBA:
12 Scott St
Maple Grove, IA 51503-0782
Type of Agency: Educational Institution
Type of SNP Organization: Public

Packet Submitted Date:
Packet Approved Date:
Packet Original Approval Date:
Packet Status: Not Submitted

Action	Form Name	Latest Version	Status
View Modify	✓ Organization Application	Original	Not Submitted
Details	✓ FSMC Contract List		1 Contract
Details	✓ Meal Pattern Compliance Dashboard		Not Submitted
Details	➔ Checklist Summary (6)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	16	0	0	0	0	16

[Show Packet History](#)



Checklist Summary

Applications > Application Packet > Checklist Summary > School Year: 2014 - 2015

SNP Checklist Summary

12340000 Status: Active
Maple Grove Community School District
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

Organization	Total Items	Submitted Items	Approved Items
Maple Grove Community School District	2	1	0

School Nutrition Programs Sites	Total Items	Submitted Items	Approved Items
Winfield-Mt Union Jr-Sr High School	0	0	0

[< Back](#)

Hyperlink





Checklist Summary

[VIEW](#) | [MODIFY](#)

SNP Checklist

12340000 Status: Active
 Maple Grove Community School District
 DBA:
 208 S Olive
 Winfield, IA 52659-0285
 Type of Agency: Educational Institution
 Type of SNP Organization: Public

Required Forms/Documents to send to IADE	Document Submitted to IADE	Date Submitted to IADE	Document on File w/IADE	Status	Status Date	Last Updated By
Attachment O - PLE Worksheet 	<input checked="" type="checkbox"/>	<input type="text" value="05/16/2014"/>	<input type="checkbox"/>	Pending Approval	04/16/2014	ptestschool
Sample of Online Application	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	Pending Approval	04/16/2014	ptestschool

Action	Checklist Item	Comment	Attachment Date/Time
View Modify	Attachment O - PLE Worksheet		5/16/2014 2:54:37 PM

Save

Cancel



Checklist Summary

SNP Checklist Summary

12340000 Status: Active
Maple Grove Community School District
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

Organization	Total Items	Submitted Items	Approved Items
Maple Grove Community School District	2	2	0

School Nutrition Programs Sites	Total Items	Submitted Items	Approved Items
Maple Grove Jr-Sr High School	0	0	0

< Back





Checklist Summary

The screenshot shows a web application interface with a navigation bar at the top containing links for Applications, Claims, Compliance, Reports, Security, and Search. On the right side of the navigation bar are links for Year, Help, and Log Out. Below the navigation bar is a breadcrumb trail: Applications > Application Packet > Checklist Summary >. The school year is indicated as 2014 - 2015. The main content area is titled "SNP Checklist" and displays the following information:

12340000 Status: Active
Maple Grove Community School District
DBA:
208 S Olive
Winfield, IA 52659-0285
Type of Agency: Educational Institution
Type of SNP Organization: Public

A yellow banner below the information states: **The Checklist has been saved.**

At the bottom of the page are two buttons: "< Edit" and "Finish". A green arrow points to the "Finish" button.



Organization Packet

Packet Assigned To: unassigned

Action	Form Name	Latest Version	Status				
View Modify	Organization Application	Original	Pending Validation				
Details	Meal Pattern Compliance Dashboard		Pending Validation				
Details	Checklist Summary						
Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	3	0	0	0	0	3

- < Back
- Submit for Approval
- Approve
- Return
- Deny
- Withdraw Packet

[Show Packet History](#)



CEP Schedule

Packet Assigned To: unassigned

Action	Form Name	Latest Version	Status
View Modify	Organization Application	Original	Error
Add	Community Eligibility Provision (CEP) Schedule		Not Started
Details	Meal Pattern Compliance Dashboard		Pending Validation
Details	➔ Checklist Summary (1)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	3	0	0	0	0	3

[< Back](#) [Submit for Approval](#) [Approve](#) [Return](#) [Deny](#) [Withdraw Packet](#)

[Show Packet History](#)



CEP Schedule

Group 4	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00
Group 5	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00

Instructions

The Community Eligibility Provision (CEP) for the National School Lunch Program (NSLP) provides an alternative to household applications for free and reduced price meals. Eligible Sites, or group of Sites, must meet the minimum Identified Student Percentage (ISP) of 40%. CEP can be elected for an individual Site, group of Sites (e.g., Group 1), or across the district. The information in the following table identifies all Site applications that have selected CEP, and the respective Site's identified student data.

For each site, identify whether the site will qualify based on its individual numbers ("Individual") or as a group ("Group #").

Grouping

Site ID	Site Name	Group	First Year	Year Used	Nbr of Identified Students	Enrollment	ISP	Reimburse % Free	Reimburse % Paid
No data to display.									



CEP Schedule

Packet Assigned To: unassigned

Action	Form Name	Latest Version	Status
View Modify	Organization Application	Original	Error
Add	Community Eligibility Provision (CEP) Schedule		Not Started
Details	Meal Pattern Compliance Dashboard		Pending Validation
Details	➔ Checklist Summary (1)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	3	0	0	0	0	3

[< Back](#) [Submit for Approval](#) [Approve](#) [Return](#) [Deny](#) [Withdraw Packet](#)

[Show Packet History](#)



CEP Schedule

Type of SNP Organization: Public

Summary

Total Sites: 7

Group Name	Show Detail	Number of Sites	First Year	Year Used	Nbr of Identified Students	Enrollment	ISP	Reimburse % Free	Reimburse % Paid
Unassigned	<input checked="" type="checkbox"/>	0			0	0			
Individual	<input checked="" type="checkbox"/>	1			534	1,198			
Group 1	<input checked="" type="checkbox"/>	6	2015	2014	1,293	2,423	53.36	85.38	14.62
Group 2	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00
Group 3	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00
Group 4	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00
Group 5	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00

Instructions

The Community Eligibility Provision (CEP) for the National School Lunch Program (NSLP) provides an alternative to household applications for free and reduced price meals. Eligible Sites, or group of Sites, must meet the minimum Identified Student Percentage (ISP) of 40%. CEP can be elected for an individual Site, group of Sites (e.g., Group 1), or across the district. The information in the following table identifies all Site applications that have selected CEP, and the respective Site's identified student data.

For each site, identify whether the site will qualify based on its individual numbers ("Individual") or as a group ("Group #").

Grouping

Site ID	Site Name	Group	First Year	Year Used	Nbr of Identified Students	Enrollment	ISP	Reimburse % Free	Reimburse % Paid
0109	Thomas Jefferson High School	Individual	2015	2014	534	1,198	44.57	71.31	28.69



CEP Schedule

Instructions

The Community Eligibility Provision (CEP) for the National School Lunch Program (NSLP) provides an alternative to household applications for free and reduced price meals. Eligible Sites, or group of Sites, must meet the minimum Identified Student Percentage (ISP) of 40%. CEP can be elected for an individual Site, group of Sites (e.g., Group 1), or across the district. The information in the following table identifies all Site applications that have selected CEP, and the respective Site's identified student data.

For each site, identify whether the site will qualify based on its individual numbers ("Individual") or as a group ("Group #").

Grouping

Site ID	Site Name	Group	First Year	Year Used	Nbr of Identified Students	Enrollment	ISP	Reimburse % Free	Reimburse % Paid
0109	Oak Tree High School	Individual	2015	2014	133	391	34.01	54.42	45.58
0209	Elm Ridge Middle School	Unassigned	2015	2014	161	403	39.95	63.92	36.08

Export Export All

Internal Use Only



CEP Schedule

Community Eligibility Provision (CEP) Schedule For School Year: 2014 - 2015

02340000 Status: Active
Maple Grove Community School District
 DBA:
 200 South Garnavillo St.
 Grove, IA 52205
 Type of Agency: Educational Institution
 Type of SNP Organization: Public

Summary

Total Sites: 3

Group Name	Show Detail	Number of Sites	First Year	Year Used	Nbr of Identified Students	Enrollment	ISP	Reimburse % Free	Reimburse % Paid
Unassigned	<input checked="" type="checkbox"/>	3			522	1,318			
Individual	<input checked="" type="checkbox"/>	0			0	0			
Group 1	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00
Group 2	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00
Group 3	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00



Submit for Approval

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

2014 - 2015 Application Packet

12340000 Status: Active
Maple Grove Community School District
DBA:
12 Scott St
Maple Grove, IA 51503-0782
Type of Agency: Educational Institution
Type of SNP Organization: Public

Packet Submitted Date:
Packet Approved Date:
Packet Original Approval Date:
Packet Status: Not Submitted

Action	Form Name	Latest Version	Status
View Modify	✓ Organization Application	Original	Not Submitted
Details	✓ FSMC Contract List		1 Contract
Details	✓ Meal Pattern Compliance Dashboard		Not Submitted
Details	Maple Grove, ✓ Checklist Summary (6)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	16	0	0	0	0	16

< Back **Submit for Approval** Withdraw Packet

Show Packet History



Submit for Approval

SNP Site Application
For School Year: 2014 - 2015

14760000 Status: Active	0499 Status: Active
MAPLE GROVE COMMUNITY SCHOOL DISTRICT	LONGFELLOW ELEMENTARY
DBA: 12 Scott St Rolling Hills, IA 51503-078	2011 S. 10th St
Type of Agency: Educational	
Type of SNP Organization: P	

Program Information

Participating Program

<input checked="" type="checkbox"/>	B. School Breakfast Program	(SBP)	CFDA #10.553
<input type="checkbox"/>	C. Afterschool Care Program	(ASCP)	CFDA #10.555
<input type="checkbox"/>	D. Special Milk Program	(SMP)	CFDA #10.556

Version: Original
Program Selection

Message from webpage

Any changes have not yet been saved. Do you want to continue?



Submitted for Approval

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > Application Packet > School Year: 2014 - 2015

2014 - 2015 Application Packet

14760000 Status: Active

MAPLE GROVE COMMUNITY SCHOOL DISTRICT
DBA:
12 Scott St
Rolling Hills, Iowa 51503-0782
Type of Agency: Educational Institution
Type of SNP Organization: Public

Packet Submitted Date: 06/20/2014
Packet Approved Date:
Packet Original Approval Date: 06/16/2014
Packet Status: Submitted for Approval

The Application Packet is currently under review by the State and is unavailable for changes.

Action	Form Name	Latest Version	Status
View	✓ Organization Application	Rev. 2	Submitted
View	✓ Community Eligibility Provision (CEP) Schedule		Submitted
Details	✓ FSMC Contract List		2 Contract
Details	✓ Meal Pattern Compliance Dashboard		Submitted
Details	✓ Checklist Summary (5)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	8	0	0	0	0	0	8



Approved Packet

2014 - 2015 Application Packet

14760000 Status: Active

MAPLE GROVE COMMUNITY SCHOOL DISTRICT

DBA:

12 Scott St
Rolling Hills, IA 51503-0782

Type of Agency: Educational Institution

Type of SNP Organization: Public

Packet Submitted Date: 06/16/2014
Packet Approved Date: 06/16/2014
Original Approval Date: 06/16/2014
Packet Status: Approved

Packet

Packet Assigned To: unassigned

Action	Form Name	Latest Version	Status
View Revise	✓ Organization Application	Rev. 1	Approved
View Modify Admin	✓ Community Eligibility Provision (CEP) Schedule		Approved
View Modify Admin	✓ Fresh Fruit And Vegetable Program Application		Approved
Details	✓ Meal Pattern Compliance Dashboard		Approved
Details	✓ Checklist Summary (5)		
Details	Application Packet Notes (2)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	8	0	0	0	0	0	8

- < Back
- Submit for Approval
- Approve
- Return
- Deny

Show Packet History



Returned Application

2014 - 2015 Application Packet

14760000 Status: Active
Maple Grove Community School District
DBA:
12 Scott St
Rolling Hills, IA 51503-0782
Type of Agency: Educational Institution
Type of SNP Organization: Public

Packet Submitted Date:
Packet Approved Date:
Packet Original Approval Date: 06/16/2014
Packet Status: Returned

Action	Form Name	Latest Version	Status
View Modify	➔ Organization Application	Rev. 2	Not Submitted
View	✓ Community Eligibility Provision (CEP) Schedule		Approved
Details	✓ FSMC Contract List		2 Contract



Packet History

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	0	16	0	0	0	0	16

Show Packet History

< Back

Submit for Approval

Withdraw Packet

Hide Packet History

< Back

Submit for Approval

Withdraw Packet

Packet History

Event	Event Date/Time	User
The application packet was submitted.	6/2/2014 5:53:06 PM	cbluffs
Maple Grove Community School District was enrolled in 2015	5/27/2014 10:46:42 AM	cbluffs

Other Sections of the Application



Verification Report

School Nutrition Programs

lowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > School Year: 2014 - 2015

Item	Description
Application Packet	Applications Forms (Organization and Site)
Verification Report	Mandatory Annual Verification Report
Food Safety Inspections	Number of Food Safety Inspections by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading



Food Safety Inspections

School Nutrition Programs



Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > School Year: 2014 - 2015

Item	Description
Application Packet	Applications Forms (Organization and Site)
Verification Report	Mandatory Annual Verification Report
Food Safety Inspections	Number of Food Safety Inspections by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading



Food Safety Inspections

DBA:
 208 S Olive
 Winfield, IA 52659-0285
 Type of Agency: Educational Institution
 Type of SNP Organization: Public

Instructions

Food Safety Inspections for School Year (SY) 2014 - 2015

Indicate the number of Food Safety Inspections conducted at each listed site between July 1, 2014 and June 30, 2015. If you did not select "Two" or "Three or more" in item 1a, you MUST also indicate WHY you did not meet the regulation by selecting one of the options in item 1b. If you select "Other", enter the reason in the space provided.

Site ID	Site Name and Address	1. Safety Inspections performed in 2014 - 2015. For each site indicating either "Zero" or "One", select the reason in 1b.	
		1a. Food Safety Inspections	1b. Reason for fewer than two inspections conducted (Select the most predominant reason).
0172	Maple Grove High School 208 S Olive Winfield IA, 52659	<input type="text" value=""/>	<input type="text" value=""/> Reason: <input type="text" value=""/>

Food Safety Inspection Summary

Site Summary					Reasons Summary					
None	One	Two	Three or More	Total Sites	Requested Not Completed	Sched. Inspector Not Avail.	Other	Total Reasons		
0	+	0	+	0	+	0	+	0	=	0
0	+	0	+	0	=	0	+	0	+	0



CEP Reporting-April

School Nutrition Programs



Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > School Year: 2014 - 2015

Item	Description
Application Packet	Applications Forms (Organization and Site)
Verification Report	Mandatory Annual Verification Report
Food Safety Inspections	Number of Food Safety Inspections by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading

A green arrow points to the "Community Eligibility Provision" row in the table.



CEP Reporting

School Nutrition Programs



Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > CEP Year List > School Year: 2014 - 2015

Community Eligibility Provision (CEP) Site List

02250000 Status: Active
Maple Grove Community School District
DBA:
415 Stanton Ave
Ames, IA 50014
Type of Agency: Educational Institution
Type of SNP Organization: Public

Action	School Year	Reporting Date	Open Date	Close Date	Status
	2014 - 2015	April 1, 2015	March 1, 2015	April 15, 2015	Not Started
View	2013 - 2014	April 1, 2014	April 1, 2014	July 16, 2014	Approved

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CEP Reporting

Enter each Site's Number of Identified Students and Enrollment as of the Reporting Date.

Site ID	Site Name	Nbr of Identified Students	Enrollment	ISP	Eligible?	Potentially Eligible?
0481	Wild Willow Elementary School	62	420	14.76 %		
0109	ELM High School	100	1,318	7.58 %		
0218	OAK Middle School	104	973	10.68 %		
0427	Birch Elementary School	54	284	19.01 %		
0440	Pine Elementary School	36	487	7.39 %		
0456	Cottonwood Elementary School	64	313	20.44 %		
0454	Cedar Elementary School	70	432	16.20 %		
0961	Northwood Preschool Center	79	291	27.14 %		
Organization Totals		569	4,518	12.59 %		

Total Sites: 8

Export



Download Forms

School Nutrition Programs

lowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > School Year: 2014 - 2015

Item	Description
Application Packet	Applications Forms (Organization and Site)
Verification Report	Mandatory Annual Verification Report
Food Safety Inspections	Number of Food Safety Inspections by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading



Download Forms

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search Programs | Year | Help | Log Out

Applications > Download Forms > School Year: 2014 - 2015

Download Forms

Form ID	Description	Last Modified	New Organization?
NSLP010	Afterschool Care Snack - Addendum	06/02/2014	N
NSLP011	Afterschool Care Snack Program Decision Tree	06/02/2014	N
NSLP012	Afterschool Care Snack Program Food Production Record	06/02/2014	N
NSLP013	Afterschool Care Snack Program Handbook	06/02/2014	N
NSLP014	Afterschool Care Snack Participation Record for Area Eligible Sites	06/02/2014	N
NSLP015	Afterschool Care Snack Participation Record for Non-Area Eligible Sites	06/02/2014	N
NSLP016	Afterschool Care Snack Program Self-Monitoring Form	06/02/2014	N
NSLP026	Appeal for Claims Withheld- SFA	06/02/2014	N
NSLP027	Assurance Statement	06/02/2014	N
NSLP028	Attestation Statement Form	06/02/2014	N
NSLP040	Calendar- LEA	06/02/2014	N
NSLP041	Categorical Eligibility Guidance - Extension of	06/02/2014	N
NSLP050	Daily Counting Method	06/02/2014	N
NSLP060	Edit Record for Meal Counts	06/02/2014	N
NSLP061	Eligibility Application Iowa - Instructions for SFA Officials - Packet Part 1	06/02/2014	N
	Eligibility Application Iowa - Parent Instructions - RCCI Dav		



Claims

School Nutrition Programs

Applications | **Claims** | Compliance | Reports | Security | Search | Year | Help | Log Out

Applications > School Year: 2014 - 2015

Item	Description
Application Packet	Applications Forms (Organization and Site)
Verification Report	Mandatory Annual Verification Report
Food Safety Inspections	Number of Food Safety Inspections by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading



Claims

School Nutrition Programs

Iowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Claims > School Year: 2014 - 2015

Item	Description
Claim - SNP	School Nutrition Program Claims
Claim Rates	View current claim rates
Payment Summary	Summary of payments made to this Organization



Claims

School Nutrition Programs

lowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Claims > School Year: 2014 - 2015

Item	Description
Claim - SNP	School Nutrition Program Claims
Claim Rates	View current claim rates
Payment Summary	Summary of payments made to this Organization



Claim

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Claims > Claim Year at a Glance - SNP > School Year: 2014 - 2015

2014 - 2015 SNP Claim Year Summary

14760000 Status: Active
MAPLE GROVE COMMUNITY SCHOOL DISTRICT
DBA:
12 Scott St
Rolling Hills, IA 51503-0782
Type of Agency: Educational Institution
Type of SNP Organization: Public

Claim Month	Adj Number	Claim Status	Date Received	Date Processed	Earned Amount
Jul 2014					\$0.00
Aug 2014					\$0.00
Sep 2014					\$0.00
Oct 2014					\$0.00



Claim Rates

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Claims > School Year: 2014 - 2015

Item	Description
Claim - SNP	School Nutrition Program Claims
Claim Rates	View current claim rates
Payment Summary	Summary of payments made to this Organization



Claim Rates

Claims >

[VIEW](#)

Claim Rates for SNP Rate Year: July 1, 2014 to June 30, 2015

Federal Reimbursement Rates

National School Lunch Program

	Section 4		Section 11	
	High	Low	High	Low
Free	0.0000	0.0000	0.0000	0.0000
Reduced	0.0000	0.0000	0.0000	0.0000
Paid	0.0000	0.0000	0.0000	0.0000

School Breakfast Program

	Severe Need	Non-Severe Need
Free	0.0000	0.0000
Reduced	0.0000	0.0000
Paid	0.0000	0.0000

After School Meal Supplements

	Area Eligible	Regular
Free	0.0000	0.0000
Reduced	N/A	0.0000
Paid	N/A	0.0000

Special Milk Program

Paid	0.0000
------	--------

Federal Performance-Based Reimbursement Rates

July	0.0000	November	0.0000	March	0.0000
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Payment Summary

School Nutrition Programs

lowa CNP

Applications | Claims | Compliance | Reports | Security | Search | Year | Help | Log Out

Claims > School Year: 2014 - 2015

Item	Description
Claim - SNP	School Nutrition Program Claims
Claim Rates	View current claim rates
Payment Summary	Summary of payments made to this Organization



Payment Summary List

Applications | Claims | Compliance | Reports | Security | Search | Programs | Year | Help | Log Out

Claims > Payment Summary > School Year: 2013 - 2014

Payment Summary List

10538001 Status: Active
MAPLE GROVE COMMUNITY SCHOOL DISTRICT
DBA:
No address on file for this year

Schedule Number	Processed Date	Warrant Issue Date	Earned Amount	Adjustments	Distribution Amount
14042501	04/25/2014		\$ 113.61	\$ 0.00	\$ 113.61
14040902	04/09/2014		\$ 343.71	\$ 0.00	\$ 343.71
14040901	04/09/2014		\$ 39,942.55	\$ 0.00	\$ 39,942.55

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Payment Summary

Applications | Claims | Compliance | Reports | Security | Search Programs | Year | Help | Log Out

Claims > Payment Summary >

Payment Summary

10538001 Status: Active
MAPLE GROVE COMMUNITY SCHOOL DISTRICT
 DBA:
 No address on file for this year

Schedule Number	Schedule Process Date	State Year	Federal Year	Fund Authority
14042501	04/25/2014	2013-2014		State Funds

Account Description	Month	Transaction Description	Amount
State Lunch			
	Mar 2014	State Appropriation	\$ 113.61
	Mar 2014	Distribution for State Match #100	\$ 113.61

Payment Schedule Summary			
	Mar 2014	State Lunch	\$ 113.61
Total Payments			\$ 113.61

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Security

A screenshot of a web application interface for "School Nutrition Programs". The page has a grey header with the title "School Nutrition Programs" and the Iowa CNP logo on the right. Below the header is a dark blue navigation bar with links for "Applications", "Claims", "Compliance", "Reports", "Security", and "Search". The "Security" link is circled in red and has a green arrow pointing to it. To the right of the navigation bar are links for "Year", "Help", and "Log Out". Below the navigation bar is a light blue bar with "Security >". The main content area contains a table with two columns: "Item" and "Description". The first row of the table has "Change Password" in the "Item" column and "Change Password for Logged-In User" in the "Description" column. The "Change Password" cell is highlighted in yellow.

Item	Description
Change Password	Change Password for Logged-In User



Security

**Your current password has expired. You must reset your password before you can continue.
Please reset your password now.**

Please enter your new password and re-enter your new password to verify it. Click Save to continue.

New Password:

Re-Enter New Password:

Save

Cancel



Search

School Nutrition Programs

Applications | Claims | Compliance | Reports | Security | **Search** | Programs | Year | Help | Log Out

School Year: 2014 - 2015

SNP Organization Search

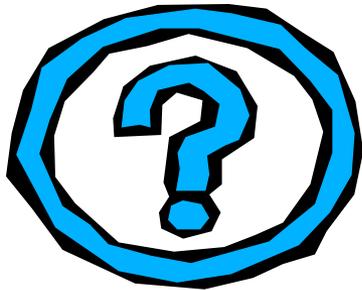
33750000 Status: Active
Knoxville Comm School District
DBA:
309 W Main
Knoxville, IA 50138
Type of Agency: Educational Institution
Type of SNP Organization: Public

Search for Organizations

Agreement Number:	<input type="text"/>	Packet Status:	<input type="text" value="▼"/>
Organization Name:	<input type="text" value="Maple Grove CSD"/>	Field Service Rep:	<input type="text" value="▼"/>
Headquarter Number:	<input type="text"/>	Packet Assigned To:	<input type="text" value="▼"/>
Vendor Number:	<input type="text"/>	Program Region:	<input type="text" value="▼"/>
County:	<input type="text" value="▼"/>	Program Status:	<input type="text" value="▼"/>
County Code:	<input type="text"/>		
Organization Status:	<input type="text" value="Active ▼"/>		

Search all available Programs

Questions?



- Bureau of Nutrition and Health Services
 - Patti Harding - patti.harding@iowa.gov
 - 515-281-4754
- Area Consultant