At-Risk Afterschool Meals Program

New Site Screening Application

If you have any questions on completing this application please contact Matthew Anderson, Summer and Afterschool Programs Coordinator at 801-538-7682 or matthew.anderson@schools.utah.gov

Date

Site Name

Sponsor Name

Site DBA

Address

City   State   ZIP Code

Site Manager Name   Site Manager DOB

Brief description of enrichment activities offered at site

Site Affiliation

   Affiliated   Unaffiliated

Does the site manager need access to CNPweb (if yes attach CNPweb Access Request Form)?

Yes   No

Eligibility Information (*School Data Only*)

District

School Used for Eligibility

Month Used for Eligibility (October Survey
or data from more recent month)   **Free and Reduced Percentage**

If site is located in not located in the qualifying school attach a school
boundary map (must show location of site and qualifying school
location.

Check to indicate form is attached

Is the site already offering an Afterschool Snack under the National School Lunch program?

Yes   No

If yes what is the name of the sponsor?

Are meal being provided by an outside vendor (someone other than the site or applying
sponsor)?

Yes   No

(If yes) What is the name of the vendor?

Child Care License or Verification of License Exemption has been obtained from the Utah
Department of Health Child Care Licensing (https://ccl.utah.gov/ccl/#/exempt-application)

Check to indicate this requirement has been met

Site Application Requirements Checklist

Requirements vary by site type. The two site types listed below. Complete the items listed below the applicable site type. Check the box next to the item to indicate this requirement has been completed. Several items require supporting documentation to be attached to the application.

Site Type 1	Site Type 2
Site is Already Participating on Another Child Nutrition Program	Site is NOT Already Participating on Another Child Nutrition Program
Non-Profit sites must attach governing board minutes approving participation (Attach)	Non-Profit sites must attach governing board minutes approving participation (Attach)
If the site is a school not being operated by the school administration or district food service, attach correspondence indicating approval for outside organization to operate in the school (attach)	If the site is a school not being operated by the school administration or district food service, attach correspondence indicating approval for outside organization to operate in the school (attach)
If the site is License Exempt a health and safety inspection has been completed within the last year, or correspondence is on file requesting inspections	If the site is License Exempt a health and safety inspection has been completed within the last year, or correspondence is on file requesting inspections
Site pre-approval visit completed by sponsor or waiver granted by State Agency for sites that operated on the SFSP or NSLP	Site pre-approval visit completed by sponsor (attach)
Media Release- Applicable for sites added after the Statewide Media Release has been published (Attach)	Media Release- Applicable for sites added after the Statewide Media Release has been published (Attach)
	Sponsor completed site pre-approval training (attach)

Once all the applicable items have been completed please send this form with supporting documentation to matthew.anderson@schools.utah.gov. Once the screening application has been approved the site will be added to CNPweb. Sponsors will be required to complete the on-line application, and update their sponsor management plan and budget prior to approval.

General Comments

USBE Only Section

Date Complete Screening Application
Received   Application Assigned to

NDL Check Approved

    Yes   No

Site Pre-approval visit   Yes   No   N/A   Date of NDL Check
waiver granted

Screening Application   Approved   Date Approved or Denied
                        Denied

(If denied) Provide explanation and return to form to sponsor

(If approved) Date site
added to CNPweb

General Comments