

Afterschool Care Program—Table of Contents

Eligible Programs	10.1
Eligible Sites	10.2
Area Eligibility	10.2
<i>Non-Area Eligible Sites Qualifying for Area Eligible Sites</i>	
<i>Districts With No Set Attendance Areas or Boundaries</i>	
Reimbursement	10.3
Times of Operation	10.3
Meal Pattern	10.4
Content of Meals	10.4
Other Meal Service Information	10.5
Application/Agreement/Schedule A	10.5
Record Keeping	10.5
Monitoring Requirements	10.5
Snack Program On-site Monitoring Checklist	10.6

Afterschool Care Program

The Child Nutrition Reauthorization Act of 1998 enhanced nutrition benefits for all children with a special emphasis on older children by authorizing reimbursement for snacks served to children through age 18 (and to individuals, regardless of age, who are determined by the state agency to be mentally or physically disabled) who participate in programs organized to provide after school care. The intent of these provisions is to assist schools to operate organized programs of care that include education or enrichment activities known to help reduce or prevent children's involvement in juvenile crime or other high risk behavior.

Eligible Programs

To be eligible to qualify for reimbursement under the National School Lunch Program (NSLP), an afterschool care program must meet the following criteria.

- An SFA that is participating in the NSLP must operate the afterschool care program.
- The purpose of these programs must be to provide care in after school settings. This does not mean that the programs must offer formal childcare as recognized by a licensing authority. There is no federal requirement for after school care sites operating under this provision to have either federal, state, or local licensing or approval as a condition of eligibility. However, to qualify under this provision, these programs must be organized to provide children with regularly scheduled activities in a setting that is structured and supervised. The program does not have to occur daily to be considered as regularly scheduled. While eligible programs would not need to establish formal enrollment procedures, they must have a means of determining that children are present on a given day. Documentation could include a roster or sign-in sheet.
- Eligible programs must include education or enrichment activities in organized, structured, and supervised environments. Any extracurricular activities, such as the school choir, debate team, drama society can qualify to participate under this provision if the basic purpose is to provide after school care as defined above and be open to all students. Under no circumstances can organize athletic programs engaged in interscholastic sports or community level competitive sports only (i.e., youth sports leagues such as "Babe Ruth" and Pop Warner" baseball leagues, community soccer and football leagues, area swim teams) be approved as an afterschool care program under this provision. However, an Afterschool Care Program that include supervised athletic activity along with education or enrichment activities may participate as long as the program is open to all and do not limit membership for reasons other than space or security considerations.
- Afterschool care programs that are designed to accommodate students with special needs or that have other limiting factors may be eligible to participate. Special needs may include programs targeted to children who have learning disabilities or programs for children who are academically gifted.
- Charter schools, private schools and residential child care institutions (RCCIs) including juvenile detention centers are eligible for the afterschool snack provision as long as the afterschool

care program include an enrichment or education activities. If no regularly scheduled education activity is taking place, as is generally the case on weekends, holidays and vacation, reimbursement cannot be claimed for snacks served on those days.

It must be emphasized that under no circumstances can organized athletic programs engaged in interscholastic sports be approved as after school care programs under this provision. However, while athletic teams participating in interscholastic sports programs may not be approved, programs that include supervised athletic activity along with education or enrichment activities may participate. The key would be that they are open to all and do not limit membership for reasons other than space or security considerations.

Eligible Sites

Any School Food Authority (SFA) that is eligible to operate the National School Lunch Program (NSLP) may be reimbursed for snacks served to eligible children in eligible after school programs.

The SFA and not an outside organization must administer the Afterschool Care Program. The SFA is not required to use school personnel or school facilities, however, the SFA must retain final administrative and management responsibility for the program. Furthermore, the SFA must be the party that enters into the agreement with the state agency and must assume full responsibility for meeting all program requirements.

Area Eligibility

Schools participating in the Afterschool Care Program must provide sufficient information to enable the state office to determine if the school is considered area eligible or non-area eligible.

Area Eligible Sites

The Child Nutrition Programs Information Management System (CNPIMS) will automatically determine if a school is area eligible (50 percent or more free and reduced) based on the percentage of students eligible for free and reduced-price students. All relevant provisions in the agreement apply to the after school care activities, including the requirement to comply with program regulations.

Non-Area Eligible Sites Qualifying as Area Eligible Sites

The U.S. Department of Agriculture (USDA) has given state agencies additional guidance regarding how schools can qualify as area eligible and claim all students at the free reimbursement rate for the Afterschool Care Program. If a district has a school that is non-area eligible but the school is located in the attendance area of a school that qualifies as area eligible, it may submit a request to change that school's status. To do so, follow this procedure:

- Send a letter to the state office stating this request.
- Identify both schools by name and by campus number.
- Use the most recent October data.
- Identify which campus is area eligible.
- Identify which campus is physically located in the attendance area of the eligible campus.
- The state office will verify the change through CNPIMS.

For unassigned attendance areas, staff should use individual school data where the snack site is located (example, Magnet School). For an open attendance area, sites located in the attendance area of a school with 50 percent free and reduced eligible students can claim the free rate for all students. Contact the state office for guidance.

Districts With No Set Attendance Areas or Boundaries

If a district does not have assigned attendance areas or boundaries for its schools, the area-eligible determinations must be based strictly on the free and reduced-price percentages of 50 percent of the individual schools.

Reimbursement

Under this provision, schools may claim reimbursement for one snack, per child, per day. Children are eligible to participate through age 18, and if a student's nineteenth birthday occurs during the school year, reimbursement may be claimed for snacks served to that student during the remainder of the school year. Reimbursement may also be claimed for individuals, regardless of age, who are determined by the state agency to be mentally or physically disabled.

If the SFA operates the NSLP in any of the school under its jurisdiction, then all schools under the SFA are eligible to provide and receive reimbursement for snacks under the NSLP.

Schools may receive reimbursement for after school snacks if the program is designed with an educational or enrichment purpose. Schools in area eligible areas (at least 50 percent of the children enrolled in school are certified for free or reduced-price school meals) may serve after school snacks to all students through age 18 and be reimbursed at the free rate. Schools that are not in area eligible sites (schools that do not meet the 50 percent criterion) may also serve after school snacks to students through age 18 and will receive reimbursement at the free, reduced-price, or paid rate depending on the eligibility status of the child receiving the snack.

For non-area eligible sites, schools must have free and reduced-price applications to document eligibility for all meals served free or at a reduced price. Under no circumstances may a school charge children for snacks claimed at the free reimbursement rate. The amount charged for reduced-price snacks may not exceed 15 cents.

Times of Operation

The Afterschool Care Program applies to schools that provide care for children after their school day has ended. Under no circumstances may snacks be reimbursed in programs operated before or during the child's school day. Reimbursement may be claimed for snacks served on Saturday, weekends, and vacation periods if the Saturday or weekend classes are part of the district's instructional program and students are required to attend classes.

Children's eligibility is based on when their scheduled school day ends and not on whether or not the school continues in session. For example, if a kindergarten program ends at noon but the children remain in school under a care program as described on the previous pages, snacks served to these children may be reimbursed under this provision. The same would be true for older children enrolled in schools that have split sessions. If children enrolled in the early ses-

Schedule K

Afterschool Care Program Meal Pattern

Select two different components from the four listed.

Snack	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 Recommended
Milk, fluid	1/2 cup	1/2 cup	1 cup	Portions for children ages 13 through 18 shall be no less than the portions stipulated for children ages 6 through 12. We recommend that schools offer larger portions for older children (ages 13-18) based on their greater food energy requirements.
Meat or meat alternate	1/2 oz.	1/2 oz.	1 oz.	
Yogurt	2 oz./1/4 cup	2 oz./1/4 cup	2 oz./1/4 cup	
Egg	1/2	1/2	1/2	
Juice or fruit or vegetable	1/2 cup	1/2 cup	3/4 cup	
Bread and/or cereal: Enriched or whole grain bread or	1/2 slice	1/2 slice	1 slice	
Cereal: Cold dry or	1/4 cup/1/3 oz. 1/4 cup	1/3 cup/1/2 oz. 1/4 cup	3/4 cup/1 oz. 1/2 cup	

Juice may not be served when milk is served as the only other component.

Caution: Children under five years of age are at the highest risk of choking. USDA recommends that nuts and/or seeds be served to them ground or finely chopped in a prepared food.

Content of Meals

Snacks served under this provision must meet the meal pattern for snacks. The minimum meal pattern is the same for children ages 6-18; however, it is recommended that schools offer larger portions for older children (ages 13-18) based on their greater food energy requirements.

Snacks shall contain two different components from the following four:

- a serving of fluid milk as a beverage, or on cereal;
- a serving of meat or meat alternate. Nuts and seeds and their butters listed in program guidance are nutritionally comparable to meat or other meat alternates based on available nutritional data;
- a serving of vegetable(s) or fruit(s) or full-strength vegetable or fruit juice or an equivalent quantity of any combination of these foods. Juice may not be served when milk is served as the only other component;
- a serving of whole-grain or enriched bread; or an equivalent serving of cornbread, biscuits, rolls, muffins, etc., made with whole-grain or enriched meal or flour; or a serving of cooked whole-grain or enriched pasta or noodle products such as macaroni, or cereal grains such as rice, bulgur, or corn grits; or an equivalent quantity of any combination of these foods.

sion remain on campus to participate in an approved Afterschool Care Program, they may receive reimbursable snacks even though the school continues to operate a later academic session.

Other Meal Service Information

- There is no offer versus serve.
- Both components must be offered in full portions.
- It is recommended that sweet items be served no more than twice a week.
- Special attention should be given to the fruit/vegetable/juice component, because of the portion size, which is $\frac{3}{4}$ cup for children 6-12.

Application-Agreement and Schedule A

To participate in the After School Snack Program, a district must amend the Application-Agreement and Schedule A through CNPIMS.

On the Application-Agreement:

- indicate the district will participate in the program.

On Schedule A:

- indicate the schools that will participate in the program.
- update enrollment and free and reduced-price eligibility data as of the last day of operation for the most current October.

Record Keeping

At a minimum, school districts participating under this provision must maintain these records.

- If all snacks are claimed free, documentation that the site has at least 50 percent of the enrolled students certified eligible for free or reduced-price meals or is physically located in the attendance area of an eligible school.
- For all other sites, documentation of free and reduced-price eligibility for all children for whom free and reduced-priced snacks are claimed (applications on file.)
- Meal counts (total number of meals qualifying for free reimbursement for all children for area-eligible; meal counts by type for non-area eligible sites).
- Documentation of individual children's attendance on a daily basis (roster or attendance record).
- Documentation of compliance with meal pattern requirements (production records).
- Documentation of on-site reviews conducted at each snack site.

Monitoring Requirements

The Snack Program must be monitored two times per year with the first review occurring during the first four weeks of snack service. The next monitor review must occur before the school year is completed. The monitoring reviews should be conducted by the Child Nutrition director or his/her designee.

The state office may review these operations as part of its general oversight of the NSLP monitored during regularly scheduled CRE reviews.

Snack Program On-site Monitoring Checklist

District _____ Date _____

School _____

	YES	NO	N/A
1. Do the snacks served meet minimum requirements?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are production records kept on snacks claimed for reimbursement?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is the snack priced as a unit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is the charge for a reduced-price snack 15 cents or less?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is there a collection procedure for non/ area-eligible students?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are there roster/sign-in sheets to document student participation on a daily basis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are records kept showing actual meal counts on a daily basis?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Is reimbursement claimed for no more than one snack, per child, per day?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Are snacks claimed according to the school's eligibility (i.e. Area Eligibles—all free; Non/ Area Eligibles—by category)?	<input type="checkbox"/>	<input type="checkbox"/>	
10. Are attendance boundaries available (i.e., maps) that show area eligible sites?	<input type="checkbox"/>	<input type="checkbox"/>	
11. Does the Afterschool Care Program include educational/enrichment activities?	<input type="checkbox"/>	<input type="checkbox"/>	
12. Was the first monitoring review conducted within the first four weeks of the start-up date?	<input type="checkbox"/>	<input type="checkbox"/>	

Signature of Supervisor/Director