**Site Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Site Number**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Site Contact Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Title**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Site Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Telephone**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Types of Site:**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ] Recreation Center | [ ] Residential Camp | [ ] Healthcare | [ ] Other |
| [ ] School | [ ] Play street | [ ] Library |  |
| [ ] Church | [ ] Playground | [ ] Home Delivery Center |  |
| [ ] Park | [ ] Settlement House | [ ] Rural Development (RD) / Housing & Urban Development (HUD) |  |

**Estimated number of children the site could serve**:\_\_\_\_\_\_\_\_\_\_\_\_

**Estimated number of needy children in area**: \_\_\_\_\_\_\_\_\_\_\_\_

**Estimated number of personnel needed to adequately control the food service:** \_\_\_\_\_\_\_\_\_\_\_\_

**Are the present facilities adequate for an organized meal service?** [ ]  Yes [ ] No

**If the answer is no, comments:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **For the estimated number of children, does the site have:** | **Yes** | **No** |
| Shelter for inclement weather? |[ ] [ ]
| Adequate storage for prepared or delivered food? |[ ] [ ]
| Storage space for records at site? |[ ] [ ]
| Adequate cooking facilities (if applicable)? |[ ] [ ]
| Adequate refrigeration? |[ ] [ ]
| Access to a telephone? |[ ] [ ]

|  |  |  |
| --- | --- | --- |
| **Additional questions if the site is approved to serve non-congregate meals:** | **Yes** | **No** |
| Adequate packaging for distributing off-site meals? |[ ] [ ]
| Distribution schedule aligns with information submitted to TDA on Non-Congregate Request Form? |[ ] [ ]
| If home delivery, parental consent obtained for each household on the route? |[ ] [ ]
| If home delivery, do the parental consent forms contain the complete Non-Discrimination Statement? |[ ] [ ]
| If home delivery, is each house verified to be in a rural area? |[ ] [ ]
| If distributing multiple days of meals or distributing food components in bulk, have menus and sample instructions been developed? |[ ] [ ]
| If issuing multiple days of meals and/or allowing for parent/guardian pick-up of meals, is the site following procedures submitted to TDA to prevent duplicate meal service and, if applicable, verifying guardianship of the adult? |[ ] [ ]

**Is this site for profit?**  [ ]  Yes [ ] No

**What types of organized activities are possible or planned at this site?**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Improvements or corrective actions needed before site operates:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Did the site have any deficiencies in the previous summer?**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I certify that the information above is correct:**

**Monitor Signature Date:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_