AT-RISK AFTER-SCHOOL MEALS
Child and Adult Care Food Program (CACFP)

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TODAY’S AGENDA

- Child hunger and after-school meals
- CACFP At-risk program overview
- Eligibility requirements, reimbursements
- Meal service, patterns and production
- Application process
  - Streamlining for SFSP and NSLP
- Getting started!
  - Identifying sponsors, sites and partners
  - Financial tools and resources
  - Grants
- Sponsor Panel and Q&A
How can we end childhood hunger in America?

Share Our Strength works to ensure that every child has access to nutritious food where he or she lives, learns and plays.
You might also see...

Rise & Shine Illinois is the public campaign to raise awareness about child nutrition programs in Illinois. This campaign is supported by a partnership of anti-hunger organizations including No Kid Hungry Illinois as well as various hunger relief organizations with a mission to end childhood hunger in Illinois.
CHILD FOOD INSECURITY

- Feeding America Map the Meal Gap 2013

![Map showing food insecurity rates across the United States](image)
Food Insecurity in Illinois

- 1,755,180 people food insecure
  - 13.6% - 1 in 7

- 643,040 children food insecure
  - 20.8% - 1 in 5

- 69% eligible for free or reduced-price meals
FEDERAL CHILD NUTRITION PROGRAM HIERARCHY
CHILD SCHOOL NUTRITION PROGRAM PARTICIPATION

**Illinois Data 2013-2014**

- **School Lunch**: 100
- **School Breakfast**: 46
- **Summer Meals**: 14
- **After-School Meals**: 5

# Children
Benefits of After-School Meals

Why offer an after-school meals program?

- Ensures access to a nutritious meal
- Combats childhood obesity and poor nutrition
- Reduces risky behavior after-school
- Increases participation and improves retention rates for after-school programs
  - 81% low-income parent interest in free or affordable after-school programs
  - 73% even more interested in a program if it provided free, healthy food
- Allows parents to keep jobs and stretch their budgets
CHILD AND ADULT CARE FOOD PROGRAM

At-Risk After-School Meals Program

- Provides reimbursements for snacks and meals served in eligible after-school programs at the FREE rate for all children 18 and younger
- 1 snack, 1 meal or both, no time requirement

<table>
<thead>
<tr>
<th>At-Risk Meals</th>
<th>Breakfast</th>
<th>Lunch/Supper</th>
<th>Snack</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$1.66</td>
<td>$3.07*</td>
<td>$0.84</td>
</tr>
</tbody>
</table>

*Cash In Lieu of Commodities adds extra 23.75 cents for every meal/lunch served
CACFP AT-RISK PROGRAM HIERARCHY

USDA
  Federal level

ISBE
  State Level

Sponsor
  Unaffiliated
  Multi-sites
    Unaffiliated

Sponsor
  Affiliated
  Multi-sites
    Affiliated

Independent Sponsor
  Affiliated
  Single Site
    Affiliated
How Can I Participate?

Sponsor

- Must be:
  - Public or private non-profit school
  - Unit of local, municipal, county, tribal or state government
  - Private nonprofit organization
  - For-profit non-residential Child Care Centers*

Site

- Can be:
  - School
  - Recreation center
  - Playground
  - Parks
  - Churches
  - Community centers
  - Housing project
  - Migrant centers
  - Indian reservation
Eligibility Requirements

- Provide care after-school or on the weekends, holidays, or vacations during the regular school year
- Provide organized regularly scheduled activities
- Include education or enrichment activities
- Be located in a the attendance area or a school where 50% or more of the students are free or reduced-price
- Meet state and local health, safety and fire licensing standards
## AT-RISK SITE ELIGIBILITY

- **ISBE Free and Reduced Priced Eligibility Listings**

<table>
<thead>
<tr>
<th>Site Number</th>
<th>Site Name</th>
<th>Site Address</th>
<th>Site City</th>
<th>Site Zipcode</th>
<th>Site County</th>
<th>Site Enrollment</th>
<th>Site Free Eligible</th>
<th>Site Reduced Eligible</th>
<th>Site % Eligible</th>
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</thead>
<tbody>
<tr>
<td>10235</td>
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<td>315 Summ</td>
<td>Rockford</td>
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<td>284</td>
<td>239</td>
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<td>91.20%</td>
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<td>Rockford</td>
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<td>15</td>
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<tr>
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<td>3051 Rotai</td>
<td>Rockford</td>
<td>61109-505</td>
<td>Winnebag</td>
<td>245</td>
<td>207</td>
<td>15</td>
<td>90.61%</td>
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<tr>
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<td>Kennedy Middle School</td>
<td>4664 N Ro</td>
<td>Rockford</td>
<td>61103-152</td>
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<td>697</td>
<td>575</td>
<td>55</td>
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<td>222 S Cent</td>
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<td>499</td>
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<td>1520 Post</td>
<td>Rockford</td>
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<tr>
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<td>1800 Ogilt</td>
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<td>Rockford</td>
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<tr>
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<td>2100 Huffi</td>
<td>Rockford</td>
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<td>5222 Sprir</td>
<td>Rockford</td>
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<tr>
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<td>1500 Charl</td>
<td>Rockford</td>
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<td>508</td>
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<tr>
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<td>Rockford</td>
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<tr>
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<td>512 Fairvi</td>
<td>Rockford</td>
<td>61108-191</td>
<td>Winnebag</td>
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<td>427</td>
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<tr>
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<tr>
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<td>4145 Sami</td>
<td>Rockford</td>
<td>61109-324</td>
<td>Winnebag</td>
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<td>5110 Aubi</td>
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<td>Winnebag</td>
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<td>1245</td>
<td>157</td>
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<tr>
<td>10220</td>
<td>Bernard W Flinn Middle School</td>
<td>2525 Ohio</td>
<td>Rockford</td>
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<td>886</td>
<td>585</td>
<td>80</td>
<td>75.06%</td>
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<tr>
<td>10245</td>
<td>Rolling Green-Muhl School</td>
<td>3615 W Ge</td>
<td>Rockford</td>
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<td>510</td>
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<td>868</td>
<td>139</td>
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<tr>
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<td>Maud E Johnson Elem School</td>
<td>3805 Rural</td>
<td>Rockford</td>
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<td>Winnebag</td>
<td>366</td>
<td>228</td>
<td>32</td>
<td>71.04%</td>
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<tr>
<td>10249</td>
<td>A C Thompson Elem School</td>
<td>4949 Mari</td>
<td>Rockford</td>
<td>61108-653</td>
<td>Winnebag</td>
<td>324</td>
<td>199</td>
<td>31</td>
<td>70.99%</td>
</tr>
</tbody>
</table>
At-Risk Program Eligibility

- At-Risk Afterschool program sites must be located in attendance area of a public school where at least 50% of enrolled students qualify for free or reduced price meals.
  - At-Risk Afterschool Verification Document:

1. Record the address for the At-Risk After-School Snack/Supper Program below.
   - Street Address: ____________________________
   - City: ____________________________ Zip Code: ____________________________

2. Call the school district office or school; provide the phone number. ____________________________

3. Name and title of school employee providing the information.
   - Employee Name: ____________________________ Title: ____________________________

4. Ask school employee where children would go to school if living at the address above (#1). Record the names and types (elementary, middle, high) of schools given to you by the school employee.
   - [ ] Name of School  Street Address  City  State  Zip Code
   - [ ] Name of School  Street Address  City  State  Zip Code
   - [ ] Name of School  Street Address  City  State  Zip Code

15
Site versus Sponsor

How can you participate?

- Apply as a new institution and administer your own program – independent center/sponsor

- Be managed as a site under the sponsorship of another affiliated sponsoring organization

- Be added as a facility under another unaffiliated sponsoring organization
SITE/SPONSOR CONSIDERATIONS

Affiliated Sponsors and Independent Centers
- Has direct agreement with the state agency
- Must accept financial and administrative responsibility, complete paperwork, conduct site evaluations, train staff at individual sites, and report numbers to ISBE.
- Receive full reimbursement
  - School District, Church, YMCA

Working as a site under Unaffiliated Sponsor
- Involves a lighter administrative burden.
- Is the best decision if your organization is small, if you have limited administrative capacity, or if most of your staff’s time is spent working directly with participants
- Reduced or no reimbursement
SITE/SPONSOR CONSIDERATIONS

- **Unaffiliated Administrative**
  - Sponsor handles administrative responsibilities
  - Site handles food purchase and production, daily meal counts, menus and reporting to sponsor
  - Receives reduced reimbursement
    - Day Care Resources, Inc.

- **Fully Unaffiliated**
  - Sponsor handles all fiscal and administrative functions
  - Sponsor prepares and delivers food to sites
  - Site responsible for daily meal counts, menus and reporting to sponsor
  - Site receives no reimbursement
    - Northern Illinois Food Bank, Greater Chicago Food Depository, Catholic Charities
AT-RISK AFTERSCHOOL MEALS

- Facilities/Sites are responsible for:
  - Daily Attendance Rosters
  - Meal Counts
  - Menus
  - Reporting to the Sponsor Organization

- How To Find a Sponsor:
  - Contact ISBE (217.782.2491) cnp@isbe.net
    - CACFP Leads: Robin Desai rdesai@isbe.net; Janet Campbell jacampe@isbe.net
  - Contact your local food bank
  - Ask the nutrition services of local school districts
  - Talk to neighboring after-school programs
MEAL SERVICE REQUIREMENTS

At-Risk After-school Meals
### AT-RISK MEAL SERVICE

<table>
<thead>
<tr>
<th>Meal Components &amp; Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fluid Milk</td>
</tr>
<tr>
<td>Lunch/Supper: Serve required portion of all Components, including two or more vegetables and/or fruits</td>
</tr>
<tr>
<td>Snack: Serve required portion of two (2) different Components</td>
</tr>
</tbody>
</table>
AT-RISK MEAL SERVICE

- **School Days:** The meal and/or snack must be served after the school day has ended.

- **Non-school Days:** Snacks and meals may be served at any time during the regular school year on days school is not in session:
  - Weekends
  - Holidays
  - Spring or Winter Breaks

- **Summer Break:** At-Risk Programs may not operate during a school’s summer break.
  - Programs in year-round schools may continue to operate during the summer months.
**At-Risk Meal Service**

- All food items must be served as a complete meal or snack.
  - No food item can be held back to be served later or denied to a student.

- The snack and meal must be eaten while the student is in attendance at the site.
  - If the student takes the food home, his/her meal(s) is not reimbursable.

- Does not matter which meal is served first; the snack or the meal.

- Recommended (but not required) there be at least two hours between the beginning of one meal service and the beginning of the next meal service.
AT-RISK MEAL SERVICE

- One snack and/or one meal may be claimed
  - Per-student, per-day

- May NOT charge the facility or student for the food

- Facilities must keep record of adult meals
  - Cannot claim adult meals for reimbursement

- Facilities must document daily attendance in addition to meal counts

- Facilities must compare attendance to meal counts
  - The number of meals served can be less than the number of students in attendance but never more

- Reimbursement may only be claimed when both meal count and attendance records are kept
AT-RISK MEAL SERVICE

Dietary Guidelines for Americans

- Menu Planning Recommendations:
  - Control of calories
  - Greater variety of fruits and vegetables
  - Make half your grains whole
  - Limit milk choices to non-fat and low-fat – *CACFP requirement
  - Limit foods high in solid fats, added sugars, and sodium

www.cnpp.usda.gov/dietaryguidelines
<table>
<thead>
<tr>
<th>Sample Snack Menu</th>
<th>Water</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carrots &amp; Green Pepper Dippers</td>
<td>Hummus or Bean Dip</td>
</tr>
<tr>
<td>Low-fat Yogurt</td>
<td>Apple Slices</td>
</tr>
<tr>
<td>Sliced Turkey</td>
<td>Whole Wheat Pita</td>
</tr>
<tr>
<td>Low-fat Milk</td>
<td>Granola Bar</td>
</tr>
</tbody>
</table>
## Sample Menus

<table>
<thead>
<tr>
<th>Sample Lunch/Supper Menu</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Milk</strong></td>
</tr>
<tr>
<td>Low-fat Milk</td>
</tr>
<tr>
<td>Low-fat Milk</td>
</tr>
<tr>
<td>Low-fat Milk</td>
</tr>
<tr>
<td><strong>M/MA</strong></td>
</tr>
<tr>
<td>Ham &amp; Hard Boiled Egg (Chef Salad)</td>
</tr>
<tr>
<td>Nut Butter (Sandwich)</td>
</tr>
<tr>
<td>Beans and Cheese (Nachos)</td>
</tr>
<tr>
<td><strong>F/V</strong></td>
</tr>
<tr>
<td>Romaine Lettuce</td>
</tr>
<tr>
<td>Pineapple Chunks</td>
</tr>
<tr>
<td>Fresh Orange</td>
</tr>
<tr>
<td><strong>F/V</strong></td>
</tr>
<tr>
<td>Tomato Wedges</td>
</tr>
<tr>
<td>Mixed Vegetables</td>
</tr>
<tr>
<td>Celery Sticks</td>
</tr>
<tr>
<td><strong>G/B</strong></td>
</tr>
<tr>
<td>Bread Stick</td>
</tr>
<tr>
<td>Whole-Grain Bread</td>
</tr>
<tr>
<td>Corn Tortilla Chips</td>
</tr>
<tr>
<td><strong>Other</strong></td>
</tr>
<tr>
<td>Ranch Salad Dressing</td>
</tr>
<tr>
<td>All-Fruit Jelly</td>
</tr>
<tr>
<td>Salsa</td>
</tr>
<tr>
<td><strong>Water</strong></td>
</tr>
</tbody>
</table>


**RESOURCES**


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**Recipe for Success**

The following strategies may be helpful in controlling costs:

- **Use cycle menus to keep variety in your meals** while simplifying food purchasing and budgeting. Revamp cycle menus to serve less expensive, popular items more often.

- **Serve low-cost beans or other legumes more often** as a meat alternate or vegetable choice. For example, serve a bean and cheese burrito or substitute kidney beans for some of the meat in chili.
RESOURCES


- Use the Food Buying Guide to:
  - Buy the right amount of food and the appropriate type of food for your program(s)
  - Determine the specific contribution each food makes toward the meal pattern requirements
RESOURCES

- Use the handbook to find crediting information for items commonly served in CACFP
RESOURCES

- Team Nutrition Resources: www.teamnutrition.usda.gov
  - FREE nutrition education materials available:
    - Books
    - Recipes
    - Posters
SFSP and SFA to CACFP Comparison
At-Risk After-school Meals
Similarities and differences between SFSP and CACFP

**SUMMER FOOD SERVICE PROGRAM (SFSP)**

- Service during the summer months
- No programming required
- Higher reimbursement rates
- Two meal maximum

**AT-RISK AFTERSCHOOL MEALS (CACFP)**

- Service during the school year after the school day ends
- Educational or enrichment programming required
- Lower reimbursement rates
- Supper and snack

**Goals**
- Awareness
- Structure
- Meal patterns
- Area eligibility
- Location
- Partners
- Target population
SFSP to CACFP Streamlining

• Waived Documentation for Summer Food Service Program (SFSP) sponsors
  • Documentation that proves proper meal service or recordkeeping
  • Management plans unless sponsoring more than one facility
  • Documentation of providing benefits to underserved facilities or participants
  • Confirmation of area eligibility
  • A non-discrimination statement
  • New health and safety inspection permits
  • Documentation of tax-exempt status
SFSP to CACFP Streamlining

- **Sponsor Efficiencies**
  - Sponsors are not required to attend training prior to submitting a CACFP application.
  - Food service staff are not required to attend separate CACFP meal service training.
  - Sponsors may follow CACFP monitoring year-round, limiting reviews to three per year.
  - Excess funds from SFSP may be used in operation of the afterschool meals program and vice versa.

- Refer to the USDA Memo on transitioning SFSP to CACFP At-Risk
Benefits of serving meals year-round

- **Administrative Benefits**
  - Streamlined application and monitoring

- **Community/Youth Benefits**
  - Ability to hire year round staff
  - Stable source of nutrition services in community

- **Financial**
  - Continuous flow of reimbursements
  - Use additional funds to supplement staff, equipment, increase quality of food, assist with other program implementation
## At-Risk CACFP + SFSP Reimbursement

<table>
<thead>
<tr>
<th>Program</th>
<th>Meal Service</th>
<th>Number of Children per Day</th>
<th>Number of Days</th>
<th>Rate per Meal</th>
<th>Total $ Reimb.</th>
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<tbody>
<tr>
<td>At-Risk</td>
<td>Supper</td>
<td>50</td>
<td>180</td>
<td>3.07</td>
<td>$27,630</td>
</tr>
<tr>
<td>At-Risk</td>
<td>Snack</td>
<td>50</td>
<td>180</td>
<td>0.84</td>
<td>$7,560</td>
</tr>
<tr>
<td>SFSP</td>
<td>Lunch</td>
<td>50</td>
<td>45</td>
<td>3.55*</td>
<td>$7,976</td>
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<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td></td>
<td></td>
<td>*SFSP Rate for Lunch for Rural or Self-Prep</td>
<td><strong>$43,166</strong></td>
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</table>
CACFP FOR SCHOOLS

School Nutrition Departments

Why are schools well poised to offer meals through CACFP?

- Nutrition Hub - trusted
- Systems already in place
- Boost bottom line – snacks vs. meals
- Enrichment activities
- School programs or external programs can benefit (partnership)
- Streamlined regulations and administration for NSLP
- Help students succeed out of school!
STREAMLINING FOR SFAs

- Waived Documentation for School Food Authorities (SFAs)
  - USDA Memo – Streamlining NSLP for CACFP
- Administrative efficiencies for sponsors:
  - SFAs are not required to submit a separate CACFP budget
  - Do not need to attend training prior to submitting application
  - SFAs may substitute NSLP meal pattern requirements for CACFP meal pattern requirements and may use Offer Versus Serve
APPLYING TO THE PROGRAM
At-Risk After-school Meals
**HOW TO APPLY**

- Contact Child Nutrition Programs at Illinois State Board of Education: 217.782.2491 or [cnp@isbe.net](mailto:cnp@isbe.net)
- CACFP Division
  - Robin Desai [rdesai@isbe.net](mailto:rdesai@isbe.net)
  - Janet Campbell [jacampbe@isbe.net](mailto:jacampbe@isbe.net)
HOW TO APPLY

- http://isbe.net/nutrition/htmls/cacfp_new.htm

**Nutrition and Wellness Programs**

**Child and Adult Care Food Program—New Institutions Wanting to Apply**

Welcome! We encourage you to participate in the Child and Adult Care Food Program (CACFP). Your institution may qualify for reimbursement of meals and snacks to the children in your care.

- **Step 1—Basic Program Information (3/15)**
  Program requirements must be met before registering for training

- **Step 2—CACFP Training Resources and Workshops**

- **Step 3—Application**

- **Step 4—CACFP Operational Procedures (6/14)**

- **Step 5—Pre-Operational Review Visit Procedures (6/14)**

- **Step 6—Access Web-Based Illinois Nutrition System (WINS) Through IWAS (6/14)**
  Completion of Step 6 will occur after receiving application approval.

- **Step 7—Instructions for Submitting Claims (6/14)**
HOW TO APPLY

- Develop written menus that follow appropriate meal pattern
- Complete Meal Participation Records (ISBE Form 69-14 for At-Risk After-School Hour Programs)
- Understand how to claim every child’s meals/snacks in the correct category on the Claim for Reimbursement in WINS
- Maintain documentation of a non-profit food service operation
- Conduct training to begin CACFP and then annually thereafter
- Multi-Site sponsors must follow additional responsibilities – review the Fact Sheet for Multi-site Sponsoring Organizations
RESOURCES

At-Risk Afterschool Meals
ADMINISTRATION HANDBOOKS

- USDA At-Risk Afterschool Meals Handbook

- CACFP At-Risk Afterschool Administrative Handbook for Child Care Centers

- FRAC Afterschool Meals Guide
AFTER-SCHOOL MEALS IN ILLINOIS
At-Risk After-school Meals
CHILD SCHOOL NUTRITION PROGRAM PARTICIPATION

Illinois Data 2013-2014

<table>
<thead>
<tr>
<th>Program</th>
<th># Children</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Lunch</td>
<td>100</td>
</tr>
<tr>
<td>School Breakfast</td>
<td>46</td>
</tr>
<tr>
<td>Summer Meals</td>
<td>14</td>
</tr>
<tr>
<td>After-School Meals</td>
<td>5</td>
</tr>
</tbody>
</table>
# At-risk After-School Meals

Illinois CACFP At-Risk Claim Data FY12 - FY15 (year to date)  
Federal Fiscal Year = October – September

<table>
<thead>
<tr>
<th></th>
<th>FY2012</th>
<th>FY2013</th>
<th>FY2014</th>
<th>FY2015 (thru Apr 2015)*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsor Count</td>
<td>64</td>
<td>61</td>
<td>69</td>
<td>74</td>
</tr>
<tr>
<td>Site Count</td>
<td>715</td>
<td>808</td>
<td>812</td>
<td>813</td>
</tr>
<tr>
<td>Supper</td>
<td>3,144,200</td>
<td>3,051,608</td>
<td>3,622,749</td>
<td>3,216,015</td>
</tr>
<tr>
<td>P.M. Snack</td>
<td>677,846</td>
<td>738,780</td>
<td>970,845</td>
<td>1,062,877</td>
</tr>
<tr>
<td>Total</td>
<td>3,822,046</td>
<td>3,790,388</td>
<td>4,593,594</td>
<td>4,278,892</td>
</tr>
<tr>
<td>Average Daily Participation (Q1&amp;2)</td>
<td>n/a</td>
<td>n/a</td>
<td>35,327</td>
<td>40,745</td>
</tr>
</tbody>
</table>
AT-RISK AFTER-SCHOOL MEALS

Illinois At-risk Meal Count FY12 – FY15

<table>
<thead>
<tr>
<th></th>
<th>Supper</th>
<th>P.M. Snack</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY12</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY13</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY14</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY15</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
IMPLEMENTATION
At-Risk After-school Meals
INITIAL CONSIDERATIONS

- What resources do you need to get started or expand?
  - Are you eligible?
  - How many meals will you serve daily?
  - Do you have enough staff and equipment?
  - What type of enrichment activities will you offer?
  - Will you prepare your meals on-site or vend?

- Who will sponsor?
    - If SFSP sponsor, do not have to sponsor CACFP
IDENTIFYING SPONSORS AND VALUABLE COMMUNITY PARTNERS

- Local government agencies, such as parks and recreation agencies, local health departments and neighborhood services

- Kids Cafes, food banks, community kitchens, community action agencies

- Additional non-profits
  - YMCA’s, Boys and Girls Clubs, Police/Athletic Activities Leagues, faith based organizations
IDENTIFYING SPONSORS AND RECRUITING SITES

2014 Illinois At-Risk Sponsors – Rise & Shine Illinois website

- Map the gap!
- Connect with current sponsors
PLANNING – IDENTIFYING SITES AND POTENTIAL SPONSORS AND PARTNERS

- Target sites locations = more effective targeted outreach
- **FNS Capacity Builder**
**IS IT RIGHT FOR YOU?**

- **Share Our Strength School Calculator**
  - 1) plug in demographic information
  - 2) explore different ways to expand meal programs like adding meals to existing afterschool snack programs and serving in the summer months and
  - 3) come out with hard data about costs, number of children served and federal reimbursement dollars.

### Afterschool Meals & Snacks Program

<table>
<thead>
<tr>
<th>Program</th>
<th>Program Description</th>
<th>How many students will I feed?</th>
<th>How many meals a year will I serve?</th>
<th>What will my cost per meal be?</th>
<th>What will my total costs be?</th>
<th>What Federal Reimbursement Funds will I earn?</th>
<th>What will my annual net total be?</th>
</tr>
</thead>
<tbody>
<tr>
<td>CACFP Meals &amp; Snacks*</td>
<td>Serving both a snack and a meal to students in your afterschool program</td>
<td>70% 88</td>
<td>36,000</td>
<td>$3.00</td>
<td>$54,000.00</td>
<td>$55,147.50</td>
<td>$1,147.50</td>
</tr>
<tr>
<td>CACFP Meals</td>
<td>Serving a meal only to students in your afterschool program</td>
<td>70% 88</td>
<td>15,750</td>
<td>$1.50</td>
<td>$27,000.00</td>
<td>$46,147.50</td>
<td>$19,147.50</td>
</tr>
<tr>
<td>CACFP Snacks*</td>
<td>Serving a snack only to students in your afterschool program (not traditionally utilized with CACFP)</td>
<td>50% 63</td>
<td>11,250</td>
<td>$1.50</td>
<td>$27,000.00</td>
<td>$9,000.00</td>
<td>($18,000.00)</td>
</tr>
</tbody>
</table>
**FINANCIAL CONSIDERATIONS**

**Afterschool Meals & Snacks Program - Resources & Other Information**

**How do I choose between serving meals, snacks, or both?**
- Consider providing meals and snacks to your students to maximize the federal reimbursement potential and feed students before they go home. If you only have time for one option, serve a meal as it maximizes reimbursements.

**How can I still make afterschool meals work for my school if no options look viable (net loss)?**
- **Increase participation:** Increasing the amount of students eating afterschool meals is one of the best ways to increase revenues.
  - Encourage participation by:
    - *Marketing Free Meals Afterschool:* While most parents already expressed an interest in afterschool programs, 73% of parents said they would be even more interested in an afterschool program if it provided free healthy food.
    - *Provide Transportation:* Transportation is one of the greatest barriers to participating in afterschool program for students and parents.
    - *Offering Diverse Program Activities:* Parents express the most interest in tutoring, art classes, or non-competitive sports.
- **Decrease cost per afterschool meal:** Many schools have creatively reduced afterschool meal costs. Here's how:
  - *Reduce Labor Costs:* Use volunteers to help with programming
  - *Reduce Food Costs:* Negotiate contracts with food vendors when buying in bulk due to higher participation.
  - *Reduce Equipment Costs:* Obtain grants for special equipment (i.e. new carts, fridges) to offset one time start-up costs for serving afterschool meals.
  - *Ensure that equipment purchased for afterschool meals can be used for other meal programs, like summer meals and breakfast, spreading the cost across programs.*
- **Get State Aid:** Learn what additional reimbursements your school may be eligible for in the State Resources section.
PROGRAM ASSESSMENT

- Serving meals year-round and through multiple programs

**Combined Food Program Analysis**

If you have completed more than one meal program within the tool, you can now select which program(s) work best for your school and consider how multiple programs will impact your school and financial viability overall. For example, if one meal program expects net loss, but another program expects a greater net gain, it's recommended that you opt to implement both programs and break event or come out profitable overall. Once you make your selections, your response will be automatically saved and populated as your school’s selected program options in the district wide aggregated analysis.

**Select Breakfast Option:**
- Non-Universal
- Universal Free Standard
- Universal Free: Community Eligibility

**Select Afterschool Option:**
- CACFP Meals & Snacks
- CACFP Meals
- CACFP Snacks

**Select Summer Option:**
- Summer Food Service Program
- Seamless Summer Option

**Table:**

<table>
<thead>
<tr>
<th>Program</th>
<th>Students Fed</th>
<th>Annual Number of Meals Served</th>
<th>Total Costs</th>
<th>Federal Reimbursement Funds</th>
<th>Student Revenue</th>
<th>Annual Net Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Universal</td>
<td>50% 300</td>
<td>54,000</td>
<td>$108,000.00</td>
<td>$89,235.00</td>
<td>$16,605.00</td>
<td>$(2,160.00)</td>
</tr>
<tr>
<td>CACFP Meals &amp; Snacks</td>
<td>90% 113</td>
<td>36,000</td>
<td>$83,700.00</td>
<td>$63,112.50</td>
<td>$0.00</td>
<td>$(20,587.50)</td>
</tr>
<tr>
<td>Summer Food Service Program</td>
<td>80% 104</td>
<td>10,400</td>
<td>$27,075.00</td>
<td>$28,951.00</td>
<td>$0.00</td>
<td>$1,876.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>517</strong></td>
<td><strong>100,400</strong></td>
<td><strong>$218,775.00</strong></td>
<td><strong>$181,298.50</strong></td>
<td><strong>$16,605.00</strong></td>
<td><strong>$(20,871.50)</strong></td>
</tr>
</tbody>
</table>
**PROGRAM ASSESSMENT**

- **Summer Meals Calculator**
- Excel spreadsheet - best for assessment of non-school sponsors
  - Does not currently account for CACFP, however, adjust the reimbursement rates on the Set Assumptions tab to reflect At-Risk program rates and it will still calculate the proper program budget

<table>
<thead>
<tr>
<th>A30</th>
<th>Difference between revenue and funding:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>No Kid Hungry Summer Meals Calculator - High-Level Budget</td>
</tr>
<tr>
<td></td>
<td><strong>Instructions:</strong> Review the high-level budget, and determine if your program, as currently designed, will require additional funding. If expenses are greater than revenue, additional funding will be needed. If you would like to make changes to any assumptions, refer to the Program Assumptions tab.</td>
</tr>
<tr>
<td>4</td>
<td><strong>REVENUE</strong></td>
</tr>
<tr>
<td>5</td>
<td>Rural SFSP Reimbursement</td>
</tr>
<tr>
<td>6</td>
<td>SFSP Reimbursement - Breakfast</td>
</tr>
<tr>
<td>7</td>
<td>SFSP Reimbursement - Snacks</td>
</tr>
<tr>
<td>8</td>
<td>SFSP Reimbursement - Lunches/Suppers</td>
</tr>
<tr>
<td>9</td>
<td>Non-rural SFSP Reimbursement</td>
</tr>
<tr>
<td>10</td>
<td>SFSP Reimbursement - Breakfast</td>
</tr>
<tr>
<td>11</td>
<td>SFSP Reimbursement - Snacks</td>
</tr>
<tr>
<td>12</td>
<td>SFSP Reimbursement - Lunches/Suppers</td>
</tr>
<tr>
<td>13</td>
<td><strong>Total SFSP Reimbursement</strong></td>
</tr>
<tr>
<td>14</td>
<td><strong>Existing Program Funding</strong></td>
</tr>
<tr>
<td>15</td>
<td><strong>Total Revenue</strong></td>
</tr>
</tbody>
</table>
GETTING STARTED
At-Risk After-school Meals
Welcome to the No Kid Hungry Sponsor Center!

This site is designed to help organizations sponsoring Summer and Afterschool Meals programs better access tools and best practices for feeding more kids in their community. If you are a school, camp, local government agency or nonprofit organization looking to start a new program or improve your existing program, we encourage you to check out our resources, including:

- New best practices for summer mobile meals programs
OUTREACH — CREATING AWARENESS

- Engage community = additional sites = increased participation = ending childhood hunger
- Share Our Strength Outreach Toolkit

Afterschool Meals Outreach Toolkit

For many low-income families, providing healthy food at the end of the school day adds stress to already limited family budgets.

According to a 2013 survey conducted by Share Our Strength and APCO Insights, low-income families report tight household budgets, which make it difficult to provide nutritious food when school is out. In fact, a quarter of low-income parents surveyed worry that their children do not have enough to eat between school lunch and breakfast the following day. The At-Risk Afterschool Meals Programs connects children with the free healthy food they need in a safe, supervised location. For some kids, this is their best opportunity to access a healthy meal after the school day ends.

This toolkit provides schools, faith-based organizations and community organizations with best practices and template materials for raising awareness about your afterschool meals program to families in your community.

If you have any questions about the Afterschool Meals Outreach Toolkit or would like additional assistance, please contact Jillien Meier at jmeier@strength.org.
COMMUNITY OUTREACH - INCREASING PARTICIPATION AT SITE

- Of the low-income families surveyed, most parents receive community information via:
  - School – 72%
  - Library – 27%
  - Places of worship – 26%
  - Community centers – 22%

- Parents prefer to receive information via:
  - Direct mail – 52%
  - Flyers – 42%
  - Email – 38%
  - Online – 33%

- Food assistance participants prefer to receive information from their local WIC and SNAP offices or food pantries
GRANT OPPORTUNITIES

Share Our Strength - No Kid Hungry Illinois At-Risk After-School Grants

- Eligible expenses may include, but are not limited to: staff, equipment, promotional materials, transportation, or other expenses that will help you expand the capacity of your current program or start a new program.
- Up to $2,500 – NOVEMBER 15 deadline

Summer Food Service Program Grants

- Up to $5,000 – APRIL 1 deadline (application not yet open)
- SFSP No Kid Hungry grant awardees may also apply for and be awarded No Kid Hungry grants for CACFP At-Risk
GRANT OPPORTUNITIES

- **Center for Best Practices grants page**
- Most comprehensive compilation of links to child nutrition grant and partnership opportunities

**Child Nutrition Program Grant Opportunities**

For organizations operating Child Nutrition Programs, including School Breakfast Program (SBP), Summer Food Service Program (SFSP), and the At-Risk Afterschool Meals Program, a grant can be leveraged to expand organizational capacity, invest in equipment, provide quality programming, and improve meal quality. Supplemental funding can play a vital role in program expansion - ensuring that every child has the opportunity to receive a free, healthy meal. Below is a compilation of existing grant funding, either directed at site programs and activities, meal programs, organization capacity, and program implementation.

**Please Note:** This list is only a summary and provides a foundation for funding opportunities. Some of the listed grants have not yet released 2014 funding opportunities and some deadlines have already passed. Please check the organization's website for more information and additional opportunities.

School Breakfast Programs | Summer Programming | Hunger Relief | Health and Education Services | Physical Activity | Services for Women and Children | Organizational Capacity Building | Capital Expenditures

**School Breakfast Programs**

- **The School Superintendents Association (AASA)**
  - Mini-grants to school districts to increase school breakfast participation through alternative serving methods, specifically Breakfast in the Classroom in elementary schools and/or Grab’N’Go (e.g. kiosks, vending machines, second chance) in middle and high schools.
  - **Applications:** September 26, 2014
- **Fuel Up to Play 60**
RESOURCES
At-Risk After-school Meals
Rise & Shine Illinois website – resource hub!

- www.riseandshineillinois.org/at-risk-after-school

Helping connect hungry students with the meal most critical to their success: Breakfast.

AT-RISK AFTER-SCHOOL MEALS PROGRAM

The At-Risk After-School Meals Program helps students get the nutritious meals they need in a safe, supervised setting. For many kids, this is their only opportunity to access a healthy meal after the school day ends.

Under the Child and Adult Care Food Program (CACFP), the USDA provides reimbursements for snacks and meals served at after-school programs offering enrichment or education activities and that are located in the attendance area of a school where at least 50 percent of children are eligible for free and reduced-price meals.
RESOURCES — WEB GENERAL

- Rise & Shine Illinois
  www.riseandshineillinois.org

- No Kid Hungry Illinois
  www.il.nokidhungry.org

- USDA Food and Nutrition Service (FNS)

- Illinois State Board of Education (ISBE)
  http://www.isbe.state.il.us/nutrition/default.htm

- Food and Research Action Center (FRAC)
  http://frac.org

- Share Our Strength (SOS) No Kid Hungry – Center for Best Practices
  http://bestpractices.nokidhungry.org

- After School Alliance
  http://www.afterschoolalliance.org
RESOURCES – HANDBOOKS & CASE STUDIES

- USDA At-Risk Afterschool Meals Handbook

- CACFP At-Risk Afterschool Administrative Handbook for Child Care Centers

- FRAC Afterschool Meals Guide

- USDA At-Risk Afterschool Meals Best Practices, 2011 Final Report

- HungerFree Heartland Afterschool Nutrition Toolkit
RESOURCES – MENU PLANNING

- **Healthy School Meals**

- **Food Buying Guide**

- **Team Nutrition**
  [www.teamnutrition.usda.gov](http://www.teamnutrition.usda.gov)

- **Choose My Plate**
  [http://www.choosemyplate.gov/healthy-eating-tips/ten-tips.html](http://www.choosemyplate.gov/healthy-eating-tips/ten-tips.html)

- **Hunger Free Colorado Meal Planning Guide**

- **Illinois Vendor Listing**
  [http://www.isbe.state.il.us/nutrition/pdf/vendor_listing.pdf](http://www.isbe.state.il.us/nutrition/pdf/vendor_listing.pdf)
RESOURCES — SPONSOR PLANNING & OUTREACH

- ISBE CACFP Application Instructions
  http://www.isbe.net/nutrition/htmls/daycare_centers.htm

- National CACFP Sponsors Association
  http://www.cacfp.org/index.php/resources/tools-providers-centers/find-a-cacfp-sponsor/

- No Kid Hungry Best Practices – Sponsor Center
  http://bestpractices.nokidhungry.org/nutrition-program-sponsor-center

- No Kid Hungry Best Practices – Outreach Toolkit
  http://bestpractices.nokidhungry.org/afterschool/afterschool-meals-outreach-toolkit

- ISBE Mealtime Minutes Listserv
  http://www.isbe.net/nutrition/htmls/newsletters.htm

- USDA Capacity Builder
  http://www.fns.usda.gov/capacitybuilder

- CACFP-Summertalk
  http://healthymeals.nal.usda.gov/get-connected/cacfp-summertalk
  Email discussion group intended to enable state and local CACFP and SFSP administrators to share ideas about feeding children year-round and solving day to day problems.
RESOURCES – WEBINARS

- The USDA and FRAC provide PowerPoints and recorded webinars on a number of very valuable topics including offering meals year-round, transitioning from summer to at-risk, housing development case studies, how to engage elected officials, and various examples of best practices and successful program implementation from other states. Sign up for the email lists to participate in upcoming webinars.
  - **USDA Webinar Series**
  - **FRAC Webinar Series**

- **ISBE CACFP Application Training Webinar Series**
  [http://www.isbe.net/nutrition/htmls/workshops.htm](http://www.isbe.net/nutrition/htmls/workshops.htm)
RESOURCES – GRANT OPPORTUNITIES

- SOS No Kid Hungry Best Practices – Child Nutrition Program Grants
  http://bestpractices.nokidhungry.org/child-nutrition-program-grant-opportunities

- Federal Grant Listing
  www.grants.gov