



MEAL COUNTING AND CLAIM PREPARATION/CACFP- CHARGE

NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION

CHILD NUTRITION & FOOD DISTRIBUTION PROGRAMS

SFN 52893 (5/01) (10 copies)

Local Agency Name:

Ticket Sales

1. Are tickets sold?

Yes No

If yes, describe the method of selling tickets:

2. If tickets are used, are tickets for all children distributed in the same location, at the same time, and in the same way?

Yes No

If no, explain:

Meal Counts

3. Describe the method used to obtain meal counts:

4. Who is responsible for taking meal counts? (If different people for different age levels, please specify.)

5. Is there any separation of participants during meal service based on income eligibility?

Yes No

If yes, explain:

Claim Preparation

6. Who is responsible for totaling meal counts and preparing the claim for reimbursement?

7. If there is more than one site, how are the counts consolidated for reporting on the claim for reimbursement?