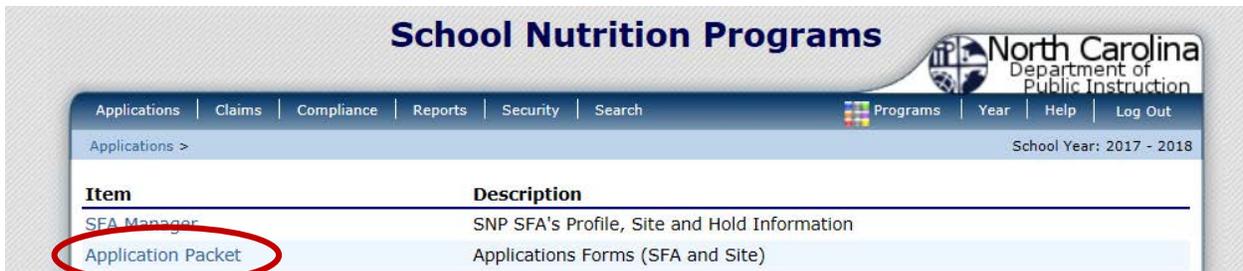


Steps to Access the Site Application Summary

1) SELECT the "Applications" tab



2) SELECT "Application Packet"



3) SELECT "School Nutrition Program" under Site Applications

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	182	0	0	0	0	0	182
Seamless Summer Option	0	0	0	0	0	0	0

4) SELECT "Site Application Summary" (right-hand side)



The Site Application Summary for the school will appear and can be exported to Excel. This report is one that can be viewed at any time, but is crucial to view prior to submitting the agreement for annual approval.

School Nutrition Programs

North Carolina
Department of
Public Instruction

Applications | Claims | Compliance | Reports | Security | Search | Programs | Year | Help | Log Out

Applications > Application Packet > Site Enrollment Site List > School Year: 2017 - 2018

Site Application Summary

920 Status: Active
Wake County Schools
 1551 Rock Quarry Road
 Raleigh, NC 27610
 Region: 4

[Export to Excel](#)

Site ID	Site Name	Programs				Enrollment (NSL)			Paid	OVS	Lunch												Breakfast												Snack											
		NSL	SBP	NAE	AE	Total	Free	Redc			A	S	O	N	D	J	F	M	A	M	J	O	V	S	J	A	S	O	N	D	J	F	M	A	M	J	S	N	J	A	S	O	N	D	J	F
302	River Bend Elementary	X	X		X	669	363	62	244	X	A	S	O	N	D	J	F	M	A	M	J	X	A	S	O	N	D	J	F	M	A	M	J	X	A	S	O	N	D	J	F	M	A	M	J	

REMEMBER: Retroactive claims are not allowed. Please check the months of operation to ensure meals claimed for reimbursement can be counted. For example, it is September 7, 2017 and the SFA has submitted the August 2017 claim and receives an error message stating “meals cannot be claimed for meals served in a month the program is not operating”. Upon review of the agreement, the SFA did not check the ASSP operating month of August. Unfortunately, the August ASSP meals claim cannot be reimbursement.