

Summer Food Service Program

Pre-Approval Site Visit Form (Sponsor)

INSTRUCTIONS:

One copy of this form must be completed for all problem sites and new sites prior to operation of the program and retained in the sponsor's file. Submit a copy of this form to ALSDE.

NAME OF SPONSOR: _____

SITE NAME: _____

SITE ADDRESS: _____

SITE TELEPHONE: _____ PERSON TO CONTACT FOR USE OF SITE _____

Describe procedure used to determine eligibility of site: _____

- Site Type:**
- | | | |
|--|---------------------------------|-------------------------------------|
| <input type="checkbox"/> Recreation Center | <input type="checkbox"/> Park | <input type="checkbox"/> School |
| <input type="checkbox"/> Residential Camp | <input type="checkbox"/> Church | <input type="checkbox"/> Playground |
| <input type="checkbox"/> Other | | |

Estimated number of children the site could serve: _____ Estimated number of needy children in the area: _____

Age range of children site will serve: _____ Number of hours children will be on site: _____ Estimated number of supervisors: _____

Is another site needed in this area? Yes No

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

If No, comment: _____

- | | | | |
|--|--|--|--|
| DOES SITE HAVE: Shelter (inclement weather) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Adequate refrigeration | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Cooking facilities (if applicable) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Access to telephone | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Place to store records at site | <input type="checkbox"/> Yes <input type="checkbox"/> No | Adequate storage for prepared or delivered foods | <input type="checkbox"/> Yes <input type="checkbox"/> No |

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

I CERTIFY THE SITE LISTED ABOVE WAS VISITED PRIOR TO OPERATION OF THE PROGRAM AND THE ABOVE INFORMATION IS CORRECT.

Sponsor Representative Signature

Date

(Note: State, local, municipal, or county government sponsors can only provide food service at sites which they directly operate.)

*If pre-school age (birth-5 years) children are on site more than 4 hours, the site must be licensed by the Department of Human Resources.