

SFA-3 SFA DATA SUMMARY FORM

SFA Data Summary of Special Assistance Provision Non-Base Year reviews must be recorded on the *Special Assistance Provision Non-Base Year Data Summary Form* , SFA-1A

- 1) List the name of the School Food Authority (SFA)
- 2) Record the total number of schools and the number of schools selected for review, by type.
- 3) List the Review Period. (Month and Year)
- 4) A-C. Record from Question 126 of the On-Site Assessment Tool.
D. Record from SFA-1, SFA Count of Reviewed Students (Block 4A)
E. Record from SFA-1, SA Count of Reviewed Students (Block 4B)
F. Record from SFA-1, Applications-- Missing Information (Block 1A)
G. Record from SFA-1, Applications - Miscategorized (Block 1B)
H. Record from SFA-1, Benefit Issuance Errors (Block 2)
- 5) **NSLP Day of Review**
A. Record **total of all applicable S-1 form(s) (Blocks 10+11 + 12 + 12a) for the reported SFA**
B. Record **total of all applicable S-1 form(s) (Block 13) for the reported SFA**
C. Record **total of all applicable S-1 forms(s) (Block 19) for the reported SFA**
D. Record **total of all applicable S-1 forms(s) (Block 18) for the reported SFA**
- 6) **NSLP Review Period**
A. Record **total of all applicable S-1 form(s) (Blocks 14+15 + 16 + 16a) for the reported SFA**
B. Record **total of all applicable S-1 form(s) (Block 17) for the reported SFA**
C. Record **total of all applicable S-1 form(s) (Block 20) for the reported SFA**
- 7) **SBP Day of Review**
A. Record **total of all applicable S-1 form(s) (Blocks 10+11 + 12 + 12a) for the reported SFA**
B. Record **total of all applicable S-1 form(s) (Block 13) for the reported SFA**
C. Record **total of all applicable S-1 form(s) (Block 19) for the reported SFA**
- 8) **SBP Review Period**
A. Record **total of all applicable S-1 form(s) (Blocks 14+15 + 16 + 16a) for the reported SFA**
B. Record **total of all applicable S-1 form(s) (Block 17) for the reported SFA**
C. Record **total of all applicable S-1 form(s) (Block 20) for the reported SFA**
- 9) **After School Snack Day of Review**
Record total of all applicable S-1 form(s) (Block 22A) for the reported SFA
- 10) **After School Snack Review Period**
Record total of all applicable S-1 form(s) (Block 22B) for the reported SFA

11) **Total Overclaim(-)/Underclaim(+)** \$

A. NSLP - Enter the answer for the following calculation:

Total NSLP Fiscal Action as reported in the FA Summary Tab of the Fiscal Action Workbook minus the sum of Afterschool Snack Adjustment totals from all NSLP tabs in the Fiscal Action Workbook

B. After School Snack - Enter sum of Afterschool Snack Adjustment fields from all NSLP tabs in the Fiscal Action Workbook

C. SBP - Enter Total SBP Fiscal Action amount as reported in the FA Summary Tab of the Fiscal Action Workbook

D. Underclaim Amount Paid to SFA - Enter total underclaim amount (\$) paid to SFA

E. Check Yes or No if disregard was used for **NSLP, SBP, and/or SMP**

12) **SMP Adjustments** - Enter Total SMP Errors amount as reported in the FA Summary Tab of the Fiscal Action Workbook

13) **FFVP Adjustments** - Enter Total FFVP Errors amount as reported in the FA Summary Tab of the Fiscal Action Workbook

14) **Resource Management** - Select triggered Resource Management Risk Indicators as reported on the Resource Management Risk Indicator Tool for the reported SFA

1st Review
 Follow-Up # _____

1. SFA Name	2. Number of Schools				3. Review Period	
		Total		Reviewed	Month	
	SBP		SBP			
	NSLP		NSLP		Year	
	Prov 2		Prov 2			
	Prov 3		Prov 3			
	CEP		CEP			

4. Certification and Benefit Issuance Review Method				F. Total Application Errors by Type			
A. <input type="checkbox"/> 100% of students eligible for free and reduced price benefits Total Applications Reviewed _____ B. <input type="checkbox"/> 95% confidence level - SFA has an electronic system Universe: _____ Sample Size: _____ C. <input type="checkbox"/> 99% confidence Interval - SFA has a manual or combined system Universe: _____ Sample Size: _____				Child or Household Name			
				Case Number			
				Income Amount or Source			
				Social Security #			
				Adult Signature			
D. SFA Count of Reviewed Students		E. SA Count of Reviewed Students		G. Total # Applications Miscategorized (#)		H. Total # Benefit Issuance Errors	
Free		Free		F -> R		F -> R	
Reduced Price		Reduced Price		F -> P		F -> P	
				R -> P		R -> P	
				R -> F		R -> F	
				Total		Total	

National School Lunch Program									
5. Day of Review					6. Review Period				
A. Total # of Disallowed Meals					A. Total # of Disallowed Meals				
B. Consolidation Errors		SFA Count	SA Count	Difference (+/-)	B. Consolidation Errors		SFA Count	SA Count	Difference (+/-)
	F					F			
	R					R			
	P				P				
C. Meal Counts, by category, for the month of the on-site review			F		C. Meal counts, by category, for the review period			F	
			R					R	
			P					P	
D. Error resulting in termination of performance based reimbursement		Yes <input type="checkbox"/> Day of Review <input type="checkbox"/> Review Period <input type="checkbox"/> Both <input type="checkbox"/>							
		No <input type="checkbox"/>							

School Breakfast Program									
7. Day of Review					8. Review Period				
A. Total # of Disallowed Meals					A. Total # of Disallowed Meals				
B. Consolidation Errors		SFA Count	SA Count	Difference (+/-)	B. Consolidation Errors		SFA Count	SA Count	Difference (+/-)
	F					F			
	R					R			
	P				P				
C. Meal Counts, by category, for the month of the on-site review			F		C. Meal counts, by category, for the review period			F	
			R					R	
			P					P	

After School Snack					
9. Day of Review			10. Review Period		
All Errors		Difference (+/-)	All Errors		Difference (+/-)
	Free			Free	
	Reduced			Reduced	
	Paid			Paid	

11. Total Overclaim(-)/Underclaim(+) \$	A. NSLP	\$	12. SMP	
	B. After School Snack	\$	Total	\$
	C. SBP	\$	13. FFVP	
	D. Underclaim amount paid to SFA	\$	Total	\$
	E. Disregard	NSLP <input type="checkbox"/> Yes <input type="checkbox"/> No SBP <input type="checkbox"/> Yes <input type="checkbox"/> No SMP <input type="checkbox"/> Yes <input type="checkbox"/> No		

14. Resource Management			
<input type="checkbox"/> Maintenance of the Nonprofit Food Service Account	<input type="checkbox"/> Revenue from Nonprogram Foods		
<input type="checkbox"/> Paid Lunch Equity	<input type="checkbox"/> Indirect Costs		