Bright from the Start: Georgia Department of Early Care and Learning	Child and Adult Care Food Program Daily Menu and Food Service Record At Risk After-School Program Meals and Snacks

Name of Site: _____ **Claim Month:** _____ **Year:** _____

Address of Site: _____

Instructions: This form may be used by Outside School Hours Centers, At Risk After-School Programs and with approval those child centers which only serve and claim a snack. Facilities are required to complete daily and make the form available for review upon request.

The form requires the date of each meal service, the complete menu for each meal type, and the number of participants and/or staff in attendance at the time of the meal service. The last entry on the form should be the total number of meals/snacks served for the month. **Note: meals and/or snacks served to ineligible adults or staff cannot be claimed for reimbursement.**

At Risk centers that also operate the regular CACFP child care program, are prohibited from combining after-school meals and snacks served with meals and snacks served in the regular CACFP program. The total number of At Risk meals and snacks served indicated on this form (or if a center sponsor, all At Risk numbers for all centers) should be entered on the claim for reimbursement in the appropriate At Risk column. Because all children in the At Risk program are paid at the free rate, the children on the At Risk roster should not be included in the income (free, reduced, paid) categories on the claim. The exception to this rule is when children in the At Risk program attend before school or during the summer. In this situation children would be included on the regular CACFP roster and included in the income categories.

Date	**After School Snack Menu** **Choose 2 of the 4 components:** **Fluid Milk** **100% Juice* or Fruit or Vegetable** **Grain or Grain Equivalent** **Meat or Meat Equivalent** *Juice cannot be served when milk is served as the only other component	# of Participants Served	# of Staff Served	**After School Meal Menu** **Fluid Milk** **Two Fruit or Vegetables** **Grain or Grain Equivalent** **Meat or Meat Equivalent**	# of Participants Served	# of Staff Served