

DESE - Food Services	Meal Participation Claiming	Fed reimbursement for student meals served	Monthly
DESE - Food Services	Food Safety Inspection	Kitchen Health Dept inspections	September
DESE - Food Services	Application / Agreement Renewal	Annual program site operations application	October
DESE - Food Services	Financial	Prior year program documenting (meals claimed, adult meals, a la carte, revenue, expenses)	November
DESE - Food Services	MO Healthnet for Kids Data Collection	A child health ins check for families applying for F&R meals	November
DESE - Food Services	Verification	Verification of income/household info on F&R applications is accurate for randomly selected hou	December 15
DESE - Food Services	USDA Foods Packet	USDA Commodity Foods order for following year, entitlement dollars utilization	March
DESE - Food Services	School Level Information for CEP	CEP (Community Eligibility Provision) building site information submitted	April
DESE - Food Services	Free and Reduced form approval	District specific F&R paper form approval for following year	May
Health and Senior Services - Summer Fee	Summer Feeding Program application	Site specific application for summer feeding program approval	May
Health and Senior Services - Summer Fee	Summer Feeding Program claim	Meal participation claim	July
DESE - Food Services	Provision II	annual program base year starting documentation	Aug
DESE - Food Services	Procurement	purchasing audit information	Annually
DESE - Food Services	Software survey report	software survey done by USDA through DESE	Annually
Health and Senior Services - Summer Fee	After School Meal Program application	Annual program site operations application	Annually
Health and Senior Services - Summer Fee	After School Meal Program claiming	Fed reimbursement for student meals served	Monthly
Health and Senior Services - Summer Fee	Summer Feeding Audit	Audit for program expenses, revenue and reg compliance	Annually
Health and Senior Services - Summer Fee	After School Meal Program audit	Audit for program expenses, revenue and reg compliance	Annually
DESE - Food Services	Program Audit	Audit for program expenses, revenue and reg compliance	Every 5 years
DESE - Food Services	Procurement program audit	Audit for program expenses, purchasing and reg compliance	Every 5 years