

# PRE-OPERATIONAL SITE SELECTION WORKSHEET

(For new or problem sites)

Sponsor Name: \_\_\_\_\_ Date: \_\_\_\_\_

Site Name: \_\_\_\_\_ Site address: \_\_\_\_\_

Site telephone number: \_\_\_\_\_

Person to contact for use of site: \_\_\_\_\_

Persons Trained as Supervisor for SFSP: \_\_\_\_\_

Type of site (check all that apply):

<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"/> Rural Non-Congregate (RNC)	<input type="checkbox"/> Other

Estimated number of children the site could serve: \_\_\_\_\_

Estimated number of needy children in area: \_\_\_\_\_

Estimated number of personnel needed to adequately control the food service: \_\_\_\_\_

Is there already a site in this area?  Yes  No

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

If answer is no, comments: \_\_\_\_\_

Is it necessary to notify city of property use? \_\_\_\_\_

Will this site operate as a non-congregate site? \_\_\_\_\_

For the estimated number of children, does the site have:	Yes	No
Shelter for inclement weather?	_____	_____
Adequate cooking facilities (if applicable)?	_____	_____
Adequate storage for prepared or delivered food?	_____	_____
Storage space for SFSP records at site?	_____	_____
Adequate refrigeration?	_____	_____

Are there adequate garbage receptacles for the site's meal service?  Yes  No

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

**NOTE: Governmental and private nonprofit sponsors can only provide foodservice at sites which they directly operate.**

Is this a follow-up visit? Problems corrected? \_\_\_\_\_

For Rural Non-Congregate Sites:

Is there adequate food prep and/or holding facilities and equipment for food-safe meal service? \_\_\_Yes\_\_\_No

Is the site able to meet health & safety standards? \_\_\_Yes\_\_\_No

Does the site have the Administrative Capability to operate a RNC site (accurate meal counts, delivery consent, F/R applications if needed...)? \_\_\_Yes\_\_\_No

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