



Travis County Commissioners Court Agenda Request

Meeting Date: 06/04/2013, 9:00 AM, Voting Session

Prepared By/Phone Number: Alan Miller, Planning and Budget, 854-9726

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive
Planning and Budget

Commissioners Court Sponsor: Judge Samuel T. Biscoe

Review and approve annual application to the Department of Agriculture for the National School Lunch/Breakfast program and USDA School Commodity Program in the Juvenile Probation Department.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

This is the annual application for the National School Lunch/Breakfast Program and United States Department of Agriculture School Commodity Program for Juvenile Probation to receive grant resources to offset food costs that would otherwise need to be funded by the County.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

Additional information is provided on the grant summary sheets.

FISCAL IMPACT AND SOURCE OF FUNDING:

No match is required.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
David Salazar

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE

FY 2013

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as backup material that is attached for clarification.

Application	Dept. Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
A	145 National School Lunch/Breakfast Program & USDA School Commodity Program	09/30/13 - 09/29/14	\$307,204	\$0	\$0	\$0	\$307,204	-	R	S	9

PBO Notes:

- R - PBO recommends approval
- NR - PBO does not recommend approval
- D - PBO recommends item be discussed
- S - Simple
- MC - Moderately Complex
- C - Complex
- EC - Extremely Complex

County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload

**FY 2013 Grant Summary Report
Grant Applications approved by Commissioners Court**

The following is a list of grants for which application has been submitted since October 1, 2012, and the notification of award has not yet been received.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
117	Southeast Travis County Historical Survey	10/01/12 - 09/30/14	\$7,500	\$0	\$6,000	\$1,500	\$15,000	-	10/30/2012
119	Underage Drinking Prevention Program	10/01/13 - 09/30/14	\$161,204	\$0	\$35,951	\$55,000	\$252,155	3.00	11/6/2012
124	Formula Grant- Indigent Defense Grants Program	10/01/12 - 09/30/13	\$441,998	\$0	\$0	\$0	\$441,998	-	11/27/2012
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	7/1/13 - 6/30/14	\$34,306	\$0	\$0	\$0	\$34,306	-	12/4/2012
145	Juvenile Treatment Drug Court	9/30/2013 - 9/29/2014	\$199,970	\$0	\$0	\$0	\$199,970	-	1/8/2013
145	Juvenile Accountability Block Grant (JABG) Local Assessment Center	09/01/13 - 08/31/14	\$61,334	\$6,814	\$0	\$0	\$68,148	-	1/22/2013
158	Coming of Age (CNCS)	03/31/14	\$50,495	\$324,753	\$0	\$0	\$375,248	6.80	2/5/2013
147	Emergency Management Performance Grant	10/01/12 - 09/30/13	\$71,221	\$71,221	\$0	\$0	\$142,442	-	2/5/2013
137	TCSO Child Abuse Victim Services Personnel	09/01/13 - 08/31/14	\$23,092	\$0	\$34,639	\$0	\$57,731	1.00	2/5/2013
137	TxDOT Impaired Driving Mobilization	03/1/13 - 09/30/13	\$16,906	\$5,684	\$0	\$0	\$22,590	-	2/5/2013
124	Travis County Veterans' Court	09/01/13 - 08/31/14	\$233,124	\$0	\$0	\$0	\$233,124	2.00	2/19/2013
124	Veterans Commission Grant	07/01/13 - 06/30/14	\$49,470	\$0	\$0	\$0	\$49,470	-	2/19/2013
139	Travis County Adult Probation DWI Court	09/01/13 - 08/31/14	\$228,460	\$0	\$0	\$0	\$228,460	4.00	2/19/2013
145	The Eagle Soars: An Educational and Career Development Program	09/01/13 - 08/31/14	\$115,955	\$0	\$0	\$0	\$115,955	-	2/19/2013
145	Enhancing Services for Victims of Crime	09/01/13 - 08/31/14	\$62,886	\$15,722	\$0	\$0	\$78,608	1.00	2/19/2013
145	Drug Court & In-Home Family Services	09/01/13 - 08/31/14	\$181,000	\$20,111	\$0	\$0	\$201,111	0.23	2/19/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
142	Drug Diversion Court	09/01/13 - 08/31/14	\$155,838	\$0	\$0	\$0	\$155,838	2.00	2/19/2013
122	Family Drug Treatment Court	09/01/13 - 08/31/14	\$143,438	\$0	\$0	\$0	\$143,438	1.00	2/26/2013
119	Family Violence Accelerated Prosecution Program	09/01/13 - 08/31/14	\$84,954	\$34,053	\$0	\$17,088	\$136,095	1.77	2/26/2013
145	Trauma Informed Assessment and Response program	09/01/13 - 08/31/14	\$193,808	\$0	\$0	\$0	\$193,808	0.50	2/26/2013
158	Parenting in Recovery II*	09/30/12 - 09/29/13	\$625,747	\$0	\$268,195	\$0	\$893,942	1.00	2/26/2013
145	IMPACT: Investing in Minds to Prepare for A Career in Technology	10/1/13 - 09/30/14	\$416,327	\$0	\$0	\$0	\$416,327	1.00	3/5/2013
137	K9s4COPs	04/01/13 - 09/30/13	\$12,000	\$0	\$0	\$0	\$12,000	-	3/26/2013
145	Leadership Academy	10/01/13 - 09/30/14	\$143,665	\$47,888	\$0	\$0	\$191,553	1.75	3/26/2013
158	Basic Transportation Needs Fund (Bus Pass Program)	09/01/13 - 08/31/14	\$5,790	\$0	\$0	\$0	\$5,790	-	4/9/2013
145	FRESH Youth (Finding Regionally Sourced Food for High-Risk Youth)	11/01/13 - 10/31/14	\$45,000	\$15,000	\$0	\$0	\$60,000	-	4/16/2013
157	NEH Preservation Assistance for Smaller Institutions	05/01/14 - 08/01/14	\$6,000	\$0	\$0	\$0	\$6,000	-	4/16/2013
137	State Criminal Alien Assistance Program - SCAAP 13	07/01/11 - 06/30/12	\$40,568,231	\$0	\$0	\$0	\$40,568,231	-	4/16/2013
137	SCATTIF Sheriff's Combined Auto Theft Task Force	09/01/13 - 08/31/14	\$1,001,869	\$134,184	\$258,235	\$0	\$1,394,288	12.00	4/30/2013
145	Taking the Smart Path: Enhancing Assessment and Training to Address Youths' Needs	10/01/13 - 09/30/16	\$644,987	\$0	\$0	\$0	\$644,987	-	4/30/2013
119	Other Victim Assistance Grant	09/01/13 - 08/31/15	\$84,000	\$0	\$28,129	\$0	\$112,129	1.00	5/7/2013
123	Victim Coordinator and Liaison Grant	09/01/13 - 08/31/15	\$84,000	\$0	\$0	\$0	\$84,000	-	5/14/2013
147	FY13 Homeland Security Grant Program / State Homeland Security Program (SHSP)-HAZmat ID	10/01/13 - 11/30/14	\$22,500	\$0	\$0	\$0	\$22,500	-	5/21/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
147	FY13 Homeland Security Grant Program / State Homeland Security Program (SHSP)- GASID	10/01/13 - 11/30/14	\$9,500	\$0	\$0	\$0	\$9,500	-	5/21/2013
158	AmeriCorps	08/01/13 - 07/31/14	\$298,671	\$500,191	\$0	\$0	\$798,862	31.00	5/21/2013
158	Parenting in Recovery II	09/30/13 - 09/29/14	\$481,000	\$259,000	\$0	\$0	\$740,000	2.00	5/28/2013
			\$46,966,246	\$1,434,621	\$631,149	\$73,588	\$49,105,604	73.05	

*Amended from original agreement.

**FY 2013 Grant Summary Report
Grants Approved by Commissioners Court**

The following is a list of grants that have been received by Travis County since October 1, 2012.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
145	Travis County Eagle Resource Project	09/01/12 - 08/31/13	\$29,930	\$0	\$0	\$0	\$29,930	-	10/2/2012
145	Trama Informed Assessment and Response Program	09/01/12 - 08/31/13	\$192,666	\$0	\$0	\$0	\$192,666	0.50	10/2/2012
137	Sheriff's Office Command and Support Vessel*	9/1/12- 3/31/13	\$250,000	\$0	\$0	\$0	\$250,000	-	10/16/2012
139	Travis County Adult Probation DWI Court	9/1/2012- 8/31/2013	\$229,112	\$0	\$0	\$0	\$229,112	4.00	10/16/2012
147	Emergency Management Performance Grant	10/01/11 - 03/31/13	\$71,221	\$71,221	\$0	\$0	\$142,442	-	10/16/2012
119	Family Violence Protection Team*	10/1/2010 - 03/31/2012	\$699,507	\$168,239	\$0	\$0	\$867,746	4.50	10/23/2012
122	Family Drug Treatment Court	09/01/12 - 08/31/13	\$137,388	\$0	\$0	\$0	\$137,388	1.00	10/23/2012
145	Drug Court & In-Home Family Services	09/01/12 - 08/31/13	\$66,428	\$7,381	\$0	\$0	\$73,809	0.09	10/23/2012
158	Comprehensive Energy Assistance Grant*	01/01/12 - 12/31/12	\$4,546,172	\$0	\$0	\$0	\$4,546,172	-	10/23/2012
158	Low Income Home Energy Assistance Program (LIHEAP) Weatherization Program	04/01/12 - 03/31/13	\$817,334	\$0	\$0	\$0	\$817,334	-	10/23/2012
124	Travis County Veterans' Court	09/01/12 - 08/31/13	\$186,000	\$0	\$0	\$0	\$186,000	2.00	10/30/2012
142	Drug Diversion Court	09/01/12 - 08/31/12	\$132,585	\$0	\$0	\$0	\$132,585	1.00	10/30/2012
158	Parenting in Recovery II	09/30/12 - 09/29/13	\$500,000	\$0	\$214,286	\$0	\$714,286	2.00	11/6/2012
158	Targeted Low Income Weatherization Program (TLIWP)	10/01/12 - 12/31/12	\$42,061	\$0	\$0	\$0	\$42,061	-	11/6/2012
158	Seniors and Volunteers for Childhood Immunization (SVC)	09/01/12 - 08/31/13	\$8,845	\$0	\$0	\$0	\$8,845	0.14	11/20/2012
158	Coming of age (DADS)	09/01/12 - 08/31/13	\$24,484	\$24,484	\$0	\$0	\$48,968	-	11/20/2012

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
158	DOE Weatherization Program	04/01/12 - 03/31/13	\$60,471	\$0	\$0	\$0	\$60,471	-	11/20/2012
158	Atmos Energy Share the Warmth	11/01/12 - 10/31/13	\$13,188	\$0	\$0	\$0	\$13,188	-	11/20/2012
139	Travis County Adult Probation DWI Court	09/30/12 - 09/29/13	\$206,515	\$0	\$0	\$0	\$206,515	2.85	11/27/2012
137	State Criminal Alien Assistance Program-SCAAP 12	07/01/10 - 06/30/11	\$492,999	\$0	\$0	\$0	\$492,999	-	11/27/2012
147	"Remembering When" Scholarship	12/02/12 - 11/01/13	\$4,000	\$0	\$0	\$0	\$4,000	-	11/27/2012
158	Comprehensive Energy Assistance Program (CEAP)*	1/1/12-12/31/12	\$4,546,172	\$0	\$0	\$0	\$4,546,172	4.00	12/4/2012
145	National School Lunch/Breakfast Program*	7/1/12-6/30/13	\$217,219	\$0	\$0	\$0	\$217,219	-	12/4/2012
158	Title IV-E Child Welfare Services	10/01/12 - 09/30/13	\$36,488	\$81,190	\$0	\$0	\$117,678	-	12/11/2012
137	2012 Byrne Justice Assistance Grant	10/01/12 - 09/30/15	\$86,000	\$0	\$0	\$0	\$86,000	-	12/18/2012
158	2012 Phase 30 Emergency Food and Shelter Program	04/01/12 - 03/31/13	\$25,000	\$0	\$0	\$0	\$25,000	-	12/18/2012
140	Safe Havens: Supervised Visitation and Safe Exchange program*	10/1/10-9/30/13	\$400,000	\$0	\$0	\$0	\$400,000	-	12/28/2012
145	Juvenile Front End Therapeutic Services Program*	09/01/11-08/31/12	\$17,617	\$0	\$0	\$0	\$17,617	-	1/22/2013
145	Residential Substance Abuse Treatment Program*	10/01/11 - 09/30/12	\$132,063	\$47,512	\$0	\$0	\$179,575	1.00	1/22/2013
145	Eagle Resource Project*	09/01/11-08/31/12	\$34,628	\$0	\$0	\$0	\$34,628	-	1/22/2013
137	Sheriff's Office Command & Support Vessel*	09/01/12 - 06/30/13	\$250,000	\$0	\$0	\$0	\$250,000	-	1/29/2013
137	2010 UASI-Tactical Response Vehicle*	08/01/2010 - 07/31/12	\$475,000	\$0	\$0	\$0	\$475,000	-	2/12/2013
147	2010 HSGP _ Travis County Haz. Mat. Detection and Decontamination Equipment and Related Maintenance*	08/01/2010 - 07/31/12	\$39,938	\$0	\$0	\$0	\$39,938	-	2/12/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
155	Justice Reinvestment Initiative	03/01/13 - 02/28/15	\$300,000	\$0	\$0	\$0	\$300,000	-	2/19/2013
147	2010 UASI Chemical Biological Radiological Nuclear Explosive (CBRNE) Strike Team Coordinator*	08/01/10 - 12/31/12	\$250,000	\$0	\$0	\$0	\$250,000	1.00	2/26/2013
155	Justice Reinvestment Initiative (Arnold Foundation)	03/01/13 - 02/28/15	\$69,012	\$0	\$0	\$0	\$69,012	-	2/26/2013
159	Capital Area Trauma Regional Advisory Council	05/01/12 - 08/31/13	\$10,101	\$0	\$0	\$0	\$10,101	-	2/26/2013
158	Targeted Low Income Weatherization Program	03/01/13 - 11/30/13	\$54,850	\$0	\$0	\$0	\$54,850	-	4/9/2013
158	DOE Weatherization Assistance Program	04/01/12 - 03/31/13	\$60,471	\$0	\$0	\$0	\$60,471	-	4/9/2013
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	07/01/13 - 06/30/14	\$35,000	\$0	\$0	\$0	\$35,000	0.65	4/16/2013
158	Basic Transportation Needs Fund Bus Pass Program	09/01/12 - 08/31/13	\$5,790	\$0	\$0	\$0	\$5,790	-	4/16/2013
158	Coming of Age (CNCS)	04/01/13 - 03/31/14	\$16,832	\$309,604	\$15,149	\$0	\$341,585	6.00	4/23/2013
145	A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards	04/01/13 - 03/31/14	\$100,000	\$0	\$0	\$0	\$100,000	-	4/30/2013
158	Comprehensive Energy Assistance Program	01/01/13 - 12/31/13	\$2,637,219	\$0	\$0	\$0	\$2,637,219	4.00	4/30/2013
158	AmeriCorps*	08/01/12 - 07/31/13	\$291,671	\$487,203	\$0	\$0	\$778,874	31.00	5/21/2013
149	CAMPO Surface Transportation Program-Metropolitan Mobility; Blake-Manor Shared Use Path	05/21/13 - until complete	\$2,208,400	\$651,715	\$0	\$145,866	\$3,005,981	-	5/21/2013
147	Fire Mitigation Assistance Grant-Perdernes Fire #2959	09/04/11	\$306,990	\$0	\$0	\$0	\$306,990	-	5/28/2013
147	Fire Mitigation Assistance Grant- Steiner Ranch Fire #2960	09/04/11	\$204,379	\$0	\$0	\$0	\$204,379	-	5/28/2013
158	Comprehensive Energy Assistance Program #58120001710	04/01/13 - 07/31/13	\$1,263,589	\$0	\$0	\$0	\$1,263,589	-	5/28/2013
			\$14,971,031	\$400,027	\$214,286	\$0	\$15,585,344	23.08	

*Amended from original agreement.



FY 2013 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC			Filled FTEs	PTC Expiration Date	Cm. Ct. PTC Approval Date	Cm. Ct. Contract Approval Date	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request					
137	Child Abuse Victim Services Personnel**	9/1/12-8/31/13	\$8,920	\$0	\$8,920	1.00	10/31/2012	8/14/2012	N/A	Yes
119	Family Violence Accelerated Prosecution Program	9/1/12-8/31/13	\$12,620	\$0	\$12,620	1.00	10/31/2012	8/21/2012	N/A	Yes
122	Family Drug Treatment Court	09/01/12 - 08/31/13	\$10,922	\$0	\$10,922	1.00	10/31/2012	8/28/2012	N/A	No
124	Travis County Veterans Court	09/01/12 - 08/31/13	\$25,630	\$0	\$25,630	2.00	10/31/2012	8/28/2012	N/A	Yes
142	Drug Diversion Court	09/01/12 - 08/31/13	\$10,144	\$0	\$10,144	1.00	10/31/2012	8/28/2012	N/A	Yes
145	Juvenile Accountability Block Grant- Local Assessment Center	09/01/12 - 08/31/13	\$13,747	\$0	\$13,747	1.00	11/30/2012	8/28/2012	N/A	Yes
145	Residential Substance Abuse Treatment Program	10/01/12 - 09/30/13	\$15,046	\$0	\$15,046	1.00	12/31/2012	8/28/2012	N/A	Yes
158	Parenting in Recovery (PIR) FY 12	09/30/12 - 09/29/13	\$94,630	\$0	\$94,630	-	12/31/2012	9/25/2012	N/A	Yes
158	Parenting in Recovery (PIR) FY 13	09/30/12 - 09/29/13	\$84,756	\$0	\$84,756	-	12/31/2012	10/2/2012	N/A	Yes
158	Comprehensive Energy Assistance Program	1/1/2013- 12/31/2013	\$29,196	\$200,000	\$229,196	4.00	3/31/2013	1/8/2013	N/A	No
158	Low Income Home Emergy Program	04/01/13 - 03/31/14	\$0	\$100,000	\$100,000	-	6/30/2013	4/2/2013	N/A	No
158	Comprehensive Energy Assistance Program**	1/1/2013- 12/31/2013	\$29,196	\$300,000	\$329,196	4.00	6/30/2013	4/2/2013	N/A	No
Totals			\$334,807	\$600,000	\$934,807	16.00				



**TRAVIS COUNTY
FY 13 GRANT SUMMARY SHEET**

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Juvenile Probation Department/Food Services	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	854-7046	

Grant Title:	National School Lunch/Breakfast program and USDA School Commodity Program		
Grant Period:	From: <input type="text" value="Jul 1, 2013"/>	To: <input type="text" value="Jun 30, 2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Department of Agriculture		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Originating Grantor:	United States Department of Agriculture		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Operating:	\$ 307,204	\$ 0	\$ 0	\$ 0	\$ 307,204
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 307,204	\$ 0	\$ 0	\$ 0	\$ 307,204
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0	\$ 0	\$ 0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	PL	
County Attorney	<input checked="" type="checkbox"/>	JC	

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	Average Daily Population for Program	130	122	126	130
2.					
3.					
+ - Measures for the Grant					
1.	Number of children enrolled in program	1,273	1,048	1,082	1,105
Outcome Impact Description		Number of youth determines lunch and breakfast meals to be reimbursement by the Texas Department of Agriculture			
2.	Number of operating days this year	365	366	365	365
Outcome Impact Description		Number of youth and available surplus of commodities determines the amount of available groceries from the Texas Department of Agriculture.			
3.					
Outcome Impact Description					

PBO Recommendation:

Juvenile Probation is requesting Commissioners Court approval of the annual application with the Texas Department of Agriculture to continue participation in both the USDA Commodity Program and the National School Lunch Program/School Breakfast Program for the grant term July 1, 2013 to June 30, 2014. The grants do not require a county match and there is no ongoing funding commitment. The grant offsets food costs that would otherwise need to be funded by the County.

PBO recommends approval of the application.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

This is an ongoing grant to provide financial assistance to Travis County in providing school age children with nutritious meals. The County is reimbursed based on the number of meals served to qualified juveniles. The USDA commodities portion of the program (\$11,482) provides donated food items to the Juvenile Probation Department. The Breakfast Lunch program, which is a reimbursement, program is \$295722.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The County is required to provide meals to juveniles held in detention and residential. This grant offsets food costs that would otherwise need to be funded by the County.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

No County match is required.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

The grant does not allow for indirect costs. The contract is strictly based on reimbursement for qualified meals served

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

Providing meals to juveniles held in detention and residential will not stop if this contract ends. If the contract ended, the County will incur the full cost for each meal served.

6. If this is a new program, please provide information why the County should expand into this area.

n/a

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

This grant reduces the overall cost to the County to provide required meals to juveniles held in detention and residential.



TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

FROM: *Estela P. Medina*
Estela P. Medina
Chief Juvenile Probation Officer

THROUGH: *Maya Duff*
Maya Duff
Grant Coordinator

SUBJECT: National School Lunch/Breakfast Program and USDA School Commodity Program

DATE: May 16, 2013

Attached is the FY14 continuation application for National School Lunch/Breakfast Program and USDA School Commodity Program. The Texas Department of Agriculture (TDA) has streamlined the application process and combined both programs on one application.

Travis County Juvenile Probation Department has received support from this program for the past several years and is requesting support for another year. The purpose of this program is to offset the cost to the County for meals provided to juveniles held in detention and the Intermediate Sanction Center, Travis County Juvenile Probation Department placement program. There is no county match associated with this program.

Please review this item and place it on the **June 4, 2013** Commissioner's Court agenda for their consideration and signature. Please contact Maya Duff at 4-7046 for further information.

Thank you in advance for your attention to this request.

CC: Jim Connolly
Patty Lennon
Britt Canary
Declan O'Reilly
Sylvia Mendoza
Lisa Eichelberger
Grant File

2013 - 2014 NSLP Site Application

01282 Status: Active

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

DBA:
2515 S CONGRESS
AUSTIN, TX 78704
County District Code: 227
ESC Region: 13

0001 Status: Active

TRAVIS COUNTY JUVENILE PROBATION DEPT
2515 S. Congress Ave
Austin, TX 78704

Code	Warning Description
3064	11 - If NSLP 'Pricing Information' = 'Non-Pricing' then the adult price for NSLP must be greater than zero.
3074	11 - If SBP 'Pricing Information' = 'Non-Pricing' then the adult price for SBP must be greater than zero.
3084	11 - If ASCP Pricing Information = 'Non-Pricing', then the Adult price for ASCP must be greater than zero.
3121	A3 - Offer vs. Serve must be implemented at lunch at the high school level (any of grades 9-12).

Version: Original

Program Information

Modify Program Selection

1. Participating Program(s)
- A. National School Lunch Program (NSLP)
 - B. School Breakfast Program (SBP)
 - C. Afterschool Care Program (ASCP)
 - D. Special Milk Program (SMP)

Street Address

2. Address Line 1: 2515 S. Congress Ave
Address Line 2:
3. City: Austin
4. State: TX Zip: 78704

Participation Information

5. Is this a new site with a majority of the students transferred from severe need schools? Yes No
- If yes, enter the number of lunches for the first 3 months of operation in question 6. If no, do not complete question 6.

6. Lunches claimed for School Year (2011 - 2012) - Severe Need Breakfast Reimbursement Rate Determination. The data displayed in this question is from site-level claims from two years prior to current.

Total Free Lunches	Total Reduced Price Lunches	Total Paid Lunches	Total Lunches	Free & Reduced %	Qualify for Severe Need Breakfast Reimb. Rate
39,224	0	0	39,224	100.00%	Yes

7. Select Grades at this site: (Check all that apply)
- Early Education: 1st grade: 5th grade: 9th grade:
- Head Start: 2nd grade: 6th grade: 10th grade:
- Pre-Kindergarten: 3rd grade: 7th grade: 11th grade:
- Kindergarten: 4th grade: 8th grade: 12th grade:

8. Kitchen Type: On-site prep
 9. October 2012 - 2013 Enrollment: 228
 10. October 2012 - 2013 Eligibility:
 Number of children approved for Free and Reduced meals: 228

Pricing Information

11. **PRICING:** Insert prices charged for each program in which this site will participate (e.g. if the full price for lunch is \$2.00, insert 2.00 under NSLP and in the column next to Paid).

NON-PRICING: Select if students will not be charged for meals.

REDUCED CHARGE WAIVED: Only paid students and adults are charged for meals.

NOTE: The maximum charge for reduced-price meals is \$0.40 for lunch, \$0.30 for breakfast, and \$0.15 cents for snacks. Do not enter dollar signs in the meal pricing fields.

Meal Type	Pricing Information	Paid Price	Reduced Price	Adult Price
National School Lunch Program (NSLP)	Non-Pricing - Universal Free	0.00	0.00	0.00
School Breakfast Program (SBP)	Non-Pricing - Universal Free	0.00	0.00	0.00
Afterschool Care Program (ASCP)	Non-Pricing	0.00	0.00	0.00

Section A - NATIONAL SCHOOL LUNCH PROGRAM (NSLP)

A1. A. Months of Operation: (Check all that apply)

- All: Jul: Aug: Sep: Oct: Nov: Dec:
 Jan: Feb: Mar: Apr: May: Jun:

B. Days of the week meals are served and claimed for reimbursement: (Check all that apply)

- Mon-Fri: Mon: Tue: Wed: Thu: Fri: Sat: Sun:

A2. Meal Service Times Begin Time: 11:00 AM End Time: 1:30 PM

A3. Will Offer versus Serve (OVS) be implemented for Lunch? Yes No

A4. Menu Planning Method - Lunch: Food-Based Menu Planning (FBMP)

Section B - SCHOOL BREAKFAST PROGRAM (SBP)

B1. A. Months of Operation: (Check all that apply)

- All: Jul: Aug: Sep: Oct: Nov: Dec:
 Jan: Feb: Mar: Apr: May: Jun:

B. Days of the week meals are served and claimed for reimbursement: (Check all that apply)

- Mon-Fri: Mon: Tue: Wed: Thu: Fri: Sat: Sun:

B2. Meal Service Times Begin Time: 6:00 AM End Time: 8:30 AM

B3. Will Offer versus Serve (OVS) be implemented for Breakfast? Yes No

B4. Menu Planning Method - Breakfast: Food-Based Menu Planning (FBMP)

Section C - AFTERSCHOOL CARE PROGRAM (ASCP)

C1. A. Months of Operation: (Check all that apply)

- All: Jul: Aug: Sep: Oct: Nov: Dec:
 Jan: Feb: Mar: Apr: May: Jun:

B. Days of the week snacks are served and claimed for reimbursement: (Check all that apply)

Mon-Fri: Mon: Tue: Wed: Thu: Fri: Sat: Sun:

C2. Snack Service Times Begin Time: 4:30 PM End Time: 7:00 PM

C3. What time does the normal school day end? 3:55 PM

C4. Free and Reduced Enrollment Percentage: 100.00 %

A. Site Is:

Attendance Area Eligible - Eligible based on this site (claim all snacks free).

Site Certification

I hereby certify that neither the Contracting Entity nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

I certify under penalty of perjury that the information on these application forms is true and correct, and that I will immediately report to the Texas Department of Agriculture any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The Texas Department of Agriculture may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of the Contracting Entity, I hereby agree to comply with all state and federal laws and regulations governing the Child Nutrition Programs administered by the Texas Department of Agriculture. In accordance with Federal law and U.S. Department of Agriculture policy, this Contracting Entity does not discriminate on the basis of race, color, national origin, sex, age or disability. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

Created By: doreilly10 on: 4/10/2013 9:42:43 AM Modified By: doreilly10 on: 4/11/2013 9:09:49 AM

VIEW | MODIFY | DELETE

**Food Safety Inspections
For School Year: 2012 - 2013**

01282 Status: Active
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT
 DBA:
 2515 S CONGRESS
 AUSTIN, TX 78704
 County District Code: 227
 ESC Region: 13

Instructions

Food Safety Inspections for School Year (SY) 2012 - 2013

Indicate the number of Food Safety Inspections conducted at each listed site between July 1, 2012 and June 30, 2013. If you did not select "Two" or "Three or more" in item 1a, you MUST also indicate WHY you did not meet the regulation by selecting one of the options in item 1b. If you select "Other", enter the reason in the space provided.

Site ID	Site Name and Address	1. Safety Inspections performed in 2012 - 2013. For each site indicating either "Zero" or "One", select the reason in 1b.	
		1a. Food Safety Inspections	1b. Reason for fewer than two inspections conducted (Select the most predominant reason).
0001	TRAVIS COUNTY JUVENILE PROBATION DEPT 2515 S. Congress Ave AustinTX, 78704	Two	Reason:

Food Safety Inspection Summary

Site Summary					Reasons Summary				
None	One	Two	Three or More	Total Sites	Cost	Schd. Inspector Not Avail.	N/A	Other	Total Reasons
0 +	0 +	1 +	0 =	1	0 +	0 +	0 +	0 =	0

Created By: dorelly10 on: 4/10/2013 10:22:10 AM Modified By: dorelly10 on: 4/10/2013 10:22:17 AM

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**Meal Pattern Compliance Dashboard
For School Year: 2013 - 2014**

01282 Status: Active
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT
 DBA:
 2515 S CONGRESS
 AUSTIN, TX 78704
 County District Code: 227
 ESC Region: 13

Submitted Date:
 Original Submitted Date:
 Approved Date:
 Validated Date:

Instructions

All Menus must be uploaded prior to uploading the Annual Attestation. To upload a menu, click on the Add Menu link in the Menu section of this screen.

Annual Attestation (2013 - 2014)

Action	Document Preparer Contact	Lunch Served	Breakfast Served	CE Attestation	Early Breakfast Adoption	Date Last Updated	Status
View/Modify	Ms. Declan O'Reilly declan.oreilly@co.travis.tx.us (512) 854-5669	Yes	Yes	View		4/10/2013	Error

Months Certified (2013 - 2014)

Action	Jul 2013	Aug 2013	Sep 2013	Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014	Apr 2014	May 2014	Jun 2014
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓


Menus

Menu Count: 2

Action	Meal Type	Age Grade Group	Menu Nbr	Menu Name	Menu Worksheet	Menu	Nutritional Analysis	Date Last Updated	Status	Site Count
View	✓ Lunch	9-12	1	TCJP Breakfast	View	View		12/17/2012	Approved	1
View	✓ Lunch	9-12	2	TCJP Lunch	View	View		12/20/2012	Approved	1

Add Menu

Menu Certification Status

Status Count	Status Percentage
Incomplete 0 Pending 0 Approved 2 Error 0	

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**Annual Audit
For School Year: 2013 - 2014**

01282 Status: Active

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

DBA:

2515 S CONGRESS

AUSTIN, TX 78704

County District Code: 227

ESC Region: 13

Instructions**Annual Audit for Program Year 2013 - 2014**

All Contracting Entities that may be subject to the Single Audit Act are required to complete the Annual Audit screen indicating their fiscal year and any other federal funds they receive. Non-profit Contracting Entities that expend \$500,000 or more in TOTAL federal funds during their fiscal year are required to submit an audit that meets the requirements of the Single Audit Act, as amended. For more details on Single Audit requirements, please refer to the Program Handbooks.

Name and Title of Contracting Entity Financial Audit Contact

	Salutation	First Name	Last Name
1. Name:	Ms.	Estela	Medina
2. Email Address:	estela.medina@co.travis.tx.us		
3. Phone:	(512) 854-7000	Ext:	Fax: (512) 854-7097
4. Title:	Chief Juvenile Probation Officer		

Organization Type

5. Type of Agency: Government Agency

Contracting Entity's 12-Month Fiscal Year

6. Fiscal Year:

7. Total Amount Claimed for this fiscal year (as of 1/1/0001): \$0.00

Federal Funds

8. Does your organization expend federal funds from a program other than those administered by TDA? Yes No
9. Identify the federal fund source and the total amount for each source that your organization projects to expend for fiscal year 2014.

Federal Fund Source	Amount
Department of Justice	\$704,735.00
Department of Health and Human Services	\$649,747.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Total Federal Funds Amount	\$1,354,482.00

Total of All Funds

10. Total Amount of all Fund Sources - TDA and Federal (as of 1/1/0001): \$1,354,482.00

Certification

11. I understand that if I meet the requirements of the Single Audit Act, now or in the future, I must submit an audit as a condition of eligibility to participate in the Programs administered by the Texas Department of Agriculture, and that failure to do so as required could result in adverse action, including the withholding of my claim for reimbursement payments and termination of my contract. I also understand that if I am a private non-profit organization subject to the requirements of the Single Audit Act and have a financial audit performed annually, I must also obtain a single audit on an annual basis.

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2013 - 2014 NSLP Contracting Entity Application

01282 Status: Active

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

DBA:
2515 S CONGRESS
AUSTIN, TX 78704
County District Code: 227
ESC Region: 13

Version: Original

Contracting Entity Type

A1. Type of Agency: Government Agency

School Year Dates of Operation

A2. Operational Dates: Start Date: 07/01/2013 End Date: 06/30/2014

Superintendent/Sponsoring Official

A3. Name: Salutation First Name Last Name
Mr. Britt Canary
A4. Email Address: Britt.Canary@co.travis.tx.us
A5. Phone: (512) 854-7541 Ext: Fax: (512) 854-7093
A6. Title: Deputy Chief Travis County Juvenile Probation

Street Address

A7. Address Line 1: 2515 S CONGRESS
Address Line 2:
A8. City: AUSTIN
A9. State: TX Zip: 78704

Mailing Address

A10. Address Line 1: 2515 S CONGRESS
Address Line 2:
A11. City: AUSTIN
A12. State: TX Zip: 78704

Child Nutrition Director

A13. Name: Salutation First Name Last Name
Ms. Declan O'Reilly
A14. Email Address: declan.oreilly@co.travis.tx.us
A15. Phone: (512) 854-5669 Ext: Fax: (512) 854-7093
A16. Title: Food Services Manager

Claim Preparer

A17. Name: Salutation First Name Last Name
Ms. Declan O'Reilly
A18. Email Address: declan.oreilly@co.travis.tx.co
A19. Phone: (512) 854-5669 Ext: Fax: (512) 854-7093
A20. Title: Food Services Manager

Hearing Official

A21. This person shall ensure that all required provisions of the appeal process are followed as outlined on the Letter to Households of Approval/Denial of Benefits. The hearing official must be someone not involved in making the determination under appeal or any previous conference and hold a position at a higher administrative level than the

reviewing and verifying official(s).

Job Title: not applicable

*Hearing Official must be in a position higher than the Reviewing Official.

Reviewing Official

A22. This person reviews applications and makes eligibility determinations.

Job Title: not applicable

Verifying Official

A23. This person verifies the eligibility of applicant households in accordance with program regulations.

Job Title: not applicable

Meal Count and Collection Procedures

A24. Have your meal counting and claiming procedures at any of your sites been revised? Yes No

Food Distribution Program (Commodities)

Note: The renewal of NSLP will renew your FND Commodity Agreement. Therefore, you are eligible for distributions of food donated by USDA.

A25. Do you wish to accept distributions of USDA donated food? Yes No

Eligibility Information

A26. Does your organization use scanned applications? Yes No

A27. Does your organization use online applications? Yes No

Residential Child Care Institution (RCCI) only

A28. What is the student population type? Residential and day students Residential only

A29. What documentation is used to qualify residential students for free meals? Master Roster Other

If Other, please describe:

A30. What documentation is used to qualify day students for free and reduced price meals? N/A (residential only) Free and Reduced Priced Application/Categorical Eligibility None (all day students' meals claimed at paid rate)

Food Service Management Company (FSMC)

A31. Will the school nutrition program be managed by a Food Service Management Company (FSMC)? Yes No

Contracting Entity Contact for FSMC Contract

Salutation First Name Last Name

A32. Name:

A33. Email Address: 

A34. Phone: Ext: Fax:

A35. Title:

Vended Meals

A36. Does your organization purchase meals from a School Food Authority (SFA)? Yes No

Do you have an agreement? Yes No

A37. Does your organization purchase meals/snacks from a vendor other than a Yes No

School Food Authority (SFA)?

Do you have an agreement?

Yes No

A38. Does your organization claim reimbursement for meals provided to a School Food Authority (SFA)?

Yes No

Do you have an agreement?

Yes No

A39. Does your organization vend meals to a School Food Authority (SFA)?

Yes No

If Yes, please list the School Food Authority (SFA) name(s):

Attendance Factor

A40. Attendance Factor: 100.00

Severe Need Lunch - Reimbursement Rate Determination

Lunches claimed for School Year (2011 - 2012)

Total Free Lunches	Total Reduced Price Lunches	Total Lunches	Free & Reduced %	Qualify for extra \$.02 reimbursement rate
42,165	0	42,165	100.00 %	Yes

Seamless Summer Option

A41. Does your agency intend to participate in the demonstration project for non-congregate feeding related to excessive heat?

Yes No

Comments from Contracting Entity

A42.

Certification

I hereby certify that neither the Contracting Entity nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

I certify under penalty of perjury that the information on these application forms is true and correct, and that I will immediately report to the Texas Department of Agriculture any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The Texas Department of Agriculture may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of the Contracting Entity, I hereby agree to comply with all state and federal laws and regulations governing the Child Nutrition Programs administered by the Texas Department of Agriculture. In accordance with federal law and U.S. Department of Agriculture policy, this Contracting Entity does not discriminate on the basis of race, color, national origin, sex, age or disability. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

Created By: dorelly10 on: 4/10/2013 9:42:42 AM Modified By: dorelly10 on: 4/11/2013 9:41:53 AM

Travis County Juvenile Probation
Department

01282

Contracting Entity Name

Contracting Entity ID

Policy Statement for Free and Reduced-Price Meals Attachment B: Meal Count/Collection Procedure(s)

In which reimbursement program(s) does your Contracting Entity (CE) participate?

- Meal program (National School Lunch, School Breakfast, or After School Care).
(Complete entire form)
- Milk program only (Special Milk).
(Complete separate form: Attachment B Milk Count/Collection Procedures)

Documentation Requirement

The CE should retain written documentation as proof when completing this form for the first time and for all subsequent changes in addition to electronic files or data maintained in TX-UNPS.

State Board of Education policies require public and charter schools to maintain records for a period of five years. Private schools and RCCIs maintain records for three years.

The following meal count/collection procedure(s) is/are applicable to all sites within the CE that operate one or more meal types in the School Nutrition Programs (SNP). Any variations that occur by site/grade must be indicated in the applicable question(s).

1. Do any sites in the CE serve all meals to all children without charge?

For Example: RCCI, Provision 2, Breakfast in the Classroom, Universal Free

Note: The cost of the meal, beyond the reimbursement received from the Texas Department of Agriculture (TDA), is considered by the CE as an expense of operating the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP).

Check **one** of the following:

- Yes, all sites
(Complete Questions #5 and #7 only)
- Yes, some, but not all sites
(Complete all questions)
- No
(Complete all questions)

2. All approved meal count/collection procedures must include a method for prepayment and/or post billing (charging). The provision for allowing for prepayment and/or charging should not overtly identify free, reduced-price, or paid eligibility of a child.

Check all that apply:

- Meal payments can be made by children or parents in advance in a designated area away from the cafeteria serving line on a daily, weekly or monthly basis.
- Meals can be charged and billed to the household. Parents or children may mail in payments or pay in a designated area away from the cafeteria serving line.
- Meal payments can be made electronically.

3. What is the written policy for children charging?

All CEs must have a charge policy that is made available to all households within the CE.

If all sites within the CE follow the same procedures, check only one box. If procedures vary within the CE, check the applicable boxes and designate sites in the associated textboxes.

- No charging permitted. [redacted]
- Children may charge as needed. (No limit to how often the child may charge). [redacted]
- [redacted] (number) meals may be charged by the child before receiving an alternate meal. [redacted]
- [redacted] (number) meals may be charged by the child before the site will not serve the child a meal. [redacted]
- [redacted] (dollar amount) may be charged by the child before receiving an alternate meal. [redacted]
- [redacted] (dollar amount) may be charged by the child before the site will not serve the child a meal. [redacted]
- Other, please describe: [redacted]

4. The option of prepayment (and/or charging) of meals should be routinely publicized. This may be done by using methods such as posting signs, making public announcements, including the information in printed material, etc.

Check all that apply. The ability for children and/or parents to prepay (or charge) is routinely advertised:

- In the letter to parents (Notice/Letter to Households) sent home with the application
- In an announcement made over the site's public address system
- In a newspaper/newsletter article/website
- By a posted notice (sign) displayed in the cafeteria area
- Other, please describe: [redacted]

Special Directions for Remaining Questions

Questions 5, 6 & 8 responses should relate to each other. Whatever procedure you use in Question 5 should be used/addressed in Questions 6 & 8.

For Example: If "A coded bar line card for scanning" is checked in #5, then, the same boxes must be checked in #6 and #8.

5. What are the meal count/collection procedures at your CE?

Children receiving free meals must be issued the identical medium of exchange as those children prepaying (or charging) full or reduced-price meals.

If all sites/grades within the CE follow the same procedures, check only one box. If procedures vary within the CE, check the applicable boxes and designate sites/grades in the associated textboxes.

All children receiving free, reduced-price and full-price meals and those prepaying (or charging) will be issued:










- A verbal identifier, a number or the child's name
- A coded ticket or token
- A coded ID card
- A coded automated tab
- A coded bar line card for scanning
- A coded number for use on a key pad
- Another individual identifier such as electronic thumb print or biometrics
- Other, please describe:

6. How is eligibility coded on the roster or in the point-of-service (POS) system?

Color coding by category or single-symbol coding using obvious identifiers such as F, R and P is prohibited.

If all sites/grades within the CE follow the same procedures, check only one box. If procedures vary within the CE, check the applicable boxes and designate sites/grades in the associated text boxes.

The roster should be coded in the following manner:

- Coding series 
For Example: Free-1 through 1,999/Reduced-price-2,000 through 3,999/Full price-4,000 and above.
- Coding by number 
For Example: Number ending in 0, an odd or even number.
- Coding by variation 
For Example: Variations in signature, placement of date or ticket distributor such as Mary Smith, Mary J. Smith and M. Smith.
- Coding by subtle difference 
For Example: Differences in printing such as capital letter, period, spacing of a line or differences in underlining.
- Coding by number digits 
For Example: 4 digits for free, 5 digits reduced-price and 6 digits for full-price
- Coded by bar line for scanning 
- Coded number used on a keypad 
- Another individual identifier such as electronic thumb print or biometrics 
- Other, please describe: 

7. Where is the cashier stationed on the serving line?

All approved meal count/collection procedures must include a POS count of reimbursable meals by category.

If all sites/grades within the CE follow the same procedures, check only one box. If procedures vary within the CE, check the applicable boxes and designate sites/grades in the associated textboxes.

- The cashier is stationed at the end of the serving line, determines if the meal selected is reimbursable and counts the meal by category. [REDACTED]
- The cashier is stationed at the beginning of the serving line and a monitor is stationed at the end of the line to verify that each meal selected is reimbursable. If a non-reimbursable meal is selected by a child, a system is in place for removing that meal from the proper category of the count of meals claimed for reimbursement. [REDACTED]
- Other, please describe alternate method using the guidelines in Question 10.

8. What are the procedures for handling cash payments at the POS?

Meals paid for in cash on the line may be counted in a different manner than those prepaid (or charged). The medium of exchange for children receiving free, prepaid (or charged) reduced-price and prepaid (or charged) full-price meals must be collected and counted in exactly the same manner.

If all sites/grades within the CE follow the same procedures, check only one box. If procedures vary within the CE, check the applicable boxes and designate sites/grades in the associated textboxes.

When children receiving free, prepaid reduced-price or prepaid full-price meals pass the cashier, they

- Call out their numbers and the cashier enters them into the POS system that has all students listed by eligibility. [REDACTED]
- Call out their names and the cashier enters them into the POS system that has all students listed by eligibility [REDACTED]
- Present a coded ticket/token and it is collected. The count is taken from the tickets/tokens. [REDACTED]
- Present a ticket and all tickets are marked in some manner and returned to the child. Simultaneously, the count by category is tallied, mechanically counted, recorded on a cash register, etc. [REDACTED]
- Present an automated tab card. The card is mechanically cut and a count by category is simultaneously taken. [REDACTED]
- Present a bar line card. The card is scanned and a count is simultaneously taken. [REDACTED]
- Punch in number on keypad. As number is entered, the count by category is simultaneously taken. [REDACTED]
- Present a coded ID card. [REDACTED]
- Use another individual identifier (thumb print, biometrics, etc.) [REDACTED]
- Other, please describe: [REDACTED]

9. If the CE has schools with reimbursable meals located beyond the Point of Service (i.e., salad bars), how will the CE ensure that students are served a reimbursable meal?

If all sites/grades within the CE follow the same procedure, check only one box below. If procedures vary within the CE, check the applicable boxes and designate sites/grades in the associated textboxes.

- All menu items are pre-packaged with reimbursable portions to meet all meal pattern requirements including vegetable subgroups, and are supervised to ensure a reimbursable meal is taken. _____
- Menu items are served by School Nutrition staff to ensure that the proper serving sizes are being taken. _____
- Proper serving size utensils are available for students' use and service is supervised by School Nutrition staff to ensure that students take a reimbursable meal. _____
- Menu items served after the point-of-service are considered a la carte and are not part of the reimbursable meal. _____
- Other, please describe alternate method using the guidelines in Question 10.

10. Please describe the alternate method in the space provided by responding to Questions 10a through 10e.

For Example: An explanation of processes to be used for breakfast in the classroom (BIC), meals for students in in-school suspension, or meals for students on a field trip.

- a. How are meals prepaid or charged?
- b. How is the system for prepayment and charging advertised?
- c. What medium of exchange will be issued to children receiving free or prepaid (or charged) reduced-price or full-price meals?
- d. How is the medium of exchange coded?
- e. Where is the count by category taken?

The count by category must be at the point-of-service where it is determined that reimbursable meals were selected by children. When using classroom counts, the site must develop a system for a child coming to site late, leaving early or not selecting a reimbursable meal.

There are no cashiers, since youth are not charged for meals in the facility. Instead, staff use a master roster to input ID numbers for each youth present at mealtimes.

2013-2014 Attestation of Compliance with the New Meal Pattern Requirements Form

Instruction: The following statement must be signed by a duly authorized representative of the contracting entity operating the National School Lunch and/or School Breakfast Programs, and uploaded in the Texas Unified Nutrition Programs System (TX-UNPS) with the submission of the 2013-2014 Application Packet.

I, Samuel T. Biscoe [CE Official], as the duly authorized representative of Travis County [CE Name], 01282 [CE ID Number], do hereby attest that the aforementioned CE and all schools/sites under its jurisdiction operating the National School Lunch Program authorized under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq), and/or the School Breakfast Program authorized under the Child Nutrition Act of 1966 (42 U.S.C. 1773), are in compliance with the meal pattern requirements in effect for School Year 2013-2014, as set forth in 7 CFR Part 210.10 and 220.23, as applicable.

CEs submitting menus for a TDA Certification review with this Attestation are also attesting to the below declarations:
In addition, for School Year 2013-2014, I attest that

- Documentation submitted for certification is representative of the ongoing meal service within the CE;
- The minimum required food quantities for all meal components are available to students in every serving line;
- All labels and/or manufacturer specifications for food products and ingredients used to prepare school meals indicate zero grams of *trans* fat per serving;
- The minimum calories required for breakfasts served under the Food Based Menu Planning option are offered and available to every student, as applicable; and
- All Pre-K meals are compliant with the current meal patterns for the age/grade group being served, as applicable.

I certify that this attestation is true and correct, and therefore, I believe my CE is eligible for the performance-based reimbursement.

I understand that if TDA determines the CE to be noncompliant with one or more of the requirements set forth in this attestation statement, fiscal action will include, deactivating the performance-based reimbursement, disallowance of meals, and/or withholding of payment. In addition, I understand that an attestation of compliance must be submitted annually to TDA prior to July 1 of each year through the School Year beginning July 1, 2013, to attest full compliance with the subsequent year meal pattern requirements.

CE Superintendent or Authorized Representative

Submitted By *(Signature)*

County Judge

Title

Date