

--SAMPLE SUBMISSION FORM
VENDING OR TRANSPORTING MEALS--

Hot Meal Information

[DATE]

- 1. Sponsor's name: We Feed Kids
- 2. Sponsor's agreement #: 04-0000
- 3. Contact person: Joe Schmoe
- 4. Contact person's phone #: (XXX) XXX-XXXX
(XXX) XXX-XOXO (cell)
- 5. Sponsor's address: 1234 Some Street
Anywhere, FL 30000

6. Reasons the sponsor desires to serve hot meals:
In efforts to improve our meal service, we have asked for feedback from our sites who have participated in the past, who have responded that the children are not particularly fond of some of the food being served. This led us to incorporate hot meals into our menu last year, which allowed us to diversify our menu.

The feedback from last year's participating sites regarding the hot meals served has been overwhelmingly positive!

We at We Feed Kids wish to provide two hot meals per week; as we did last summer. FNM records will show that we had not serious deficiencies concerning the service of hot meals last summer.

I have spoken to my new site supervisors and they seem very eager to receive hot meals.

7. The specific dates hot meals will be served:
June 14, 2010 to August 13, 2010

8. The specific name of the site(s) the hot meal request is for	9. Site # on the Child Nutrition Program system	10. What food preparation equipment is on site?	11. How many children will be served at the site?
We Feed Kids Site #1	0001	None—vended meals*	50
We Feed Kids Site #2	0002	None—vended meals*	150
We Feed Kids Site #3	0003	None—vended meals*	75

*There will be no preparation of meals at the sites since we are “vended.” All meals will be prepared at the vendor's facilities and transported in their vehicles.

12. How long are meals kept before serving?
Meals will be kept for no more than one and a half hours prior to serving.

13. How will temperatures be maintained at the sites?

The sites are provided with warmers that are capable of keeping meals at this temperature between two and three hours from time of delivery to time of service. The warmers remain on-site throughout the summer and are re-stocked every day by the vendor. Thermometers will be placed in the warmers to assure compliance with temperature requirements.

14. How will temperatures be maintained during transportation?

The vendors we have identified have vehicles that are equipped to keep meals above 140 degrees while in transport.

15. What do you plan to do with the leftover meals? (i.e., serve next day, dispose of after meal service)

We plan to dispose of leftover meals,

16. If the sites do propose to serve leftovers, what means will be used to reheat the leftovers?

N/A

17. Who is your program representative? (Awilda, Bonnie, Brenda, Craig, Darlene, Lis, Quinn or Wendy)

Jane Doe