The purpose of this questionnaire is to collect relevant information helpful in conducting the district’s compliance audit related to the at-risk/free lunch count data submitted in the corresponding Student October Count data submission Snapshot.

* It is recommended that this questionnaire be completed annually by appropriate district staff prior to the close of the data submission window (usually on or about Nov. 10th) and kept with all corresponding audit documentation.
* In the event the questionnaire is not completed during the submission window, district staff will be asked to complete this questionnaire at the time of audit.
* For questions, please contact the School Auditing Office (audit@cde.state.co.us).

|  |  |
| --- | --- |
| Student October Count Year |  |
| District Number |  |
| District Name |  |
| District Contact Name |  |
| Date |  |

Questions

At-Risk/Free Lunch Count

Audit Questionnaire

School Auditing Office

General

* What Nutrition Services System, if any, does the district use?
* Prior to finalizing the corresponding Student October Count data submission, did the district’s at-risk count coordinator review the At-Risk/Free Lunch Count Audit Resource Guide?
* For the corresponding Student October Count data submission, was the district able to utilize carryover documentation in the absence of current year documentation? Yes No
	+ If yes, please circle the reason why:
		- Per district calendar, the pupil enrollment count date fell within the first 30 school days
		- The district requested and was granted a variance waiver for the corresponding Student October Count data submission
* Does the district have any concerns regarding the reported number of students eligible for free lunch for the corresponding Student October Count data submission?

Documentation Type

Direct Certification

* Did the district run a direct certification list on the pupil enrollment count date? Yes No
* How does the district document eligibility extended to household members of a student who is identified as being eligible via the direct certification list?

Applications for Free and Reduced Price Lunch Meals

* Does the district have an online application system? If so, when did it go into effect?

Family Economic Data Survey (FEDS)

* Does the district have any schools that must use the Family Economic Data Survey (FEDS) form? Yes No
	+ If yes, please circle all that apply:
		- School does not participate in the national food program
			* School(s) name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
		- Schools participates in CEP
			* School(s) name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
		- School participates in Provision 2
			* School(s) name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Categorical Eligibility

* How does the district identify or track homeless, migrant, runaway or foster students?

Additional Information

* Is there any other information the School Auditing Office should know about? Does the district have any concerns related to the corresponding free lunch count submitted and corresponding audit?