**USDA logo FNS-640B Reporting Instructions**

**Fields can be left blank if not specified otherwise.**

**Not meeting the formatting/business rules will trigger an error unless noted otherwise.**

**NOTE: Updates are highlighted in yellow in the instructions.**

| **Field** | **Guidelines** | **Instructions** |
| --- | --- | --- |
| **B1. General SFA Information** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B1-1. SFA ID #** | * Can be any character * **Cannot be left blank** | The SFA ID # entered must match the SFA ID # entered in field A1-1 (FNS-640A).  The SFA ID # entered in field B1-1 (FNS-640B) **must** be the same SFA ID # used in FNS-742 reporting for the same School Year. |
| **B1-2. SFA Name** | * Alphanumeric only * **Cannot be left blank** * Must match SFA Name in field A1-2 | Enter SFA Name as reported on the S-1.  The SFA Name entered in field B1-2 **must** be the same as the SFA Name entered in field A1-2. |
| **B2. General School Information** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B2-1. School Name** | * Can be any character * **Cannot be left blank** | Enter School Name as reported on the S-1. |
| **B2-2. Type of School** | * Select [1] all that apply * Only 1 or 0 allowed if a value is entered | Enter a 1 for all that apply as reported in Line 1 of the applicable S-1.  At least one of fields B2-2A, B2-2B, B2-2C or B2-2F) (Public, Private, Charter, or RCCI) under Type of School must equal 1.  Select [1] all that apply of fields B2-2D, B2-2E, B2-2G, B2-2H, B2-2I, B2-2J) (Regular, Boarding, Pricing, Closed Campus, Traditional Schedule, and/or Single Track) as reported in Line 1 of the applicable S-1. |
| **B2-3. Special Provision Options 1, 2 & 3**  **(Complete Fields as Applicable)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B2-3A. Option Being Used** | * Only 0, 1, 2, or 3 allowed if a value is entered | Enter Special Provision Option Being Used as reported in Line 1 on the S-1. |
| **B2-3B. Base Year** | * Select [1] if in base year * Only 1 or 0 allowed if a value is entered | Enter a 1 if “Base Year” is selected on S-1  Either field B2-3B (Base Year) or B2-3C (Non-Base Year) must equal 1 when either Special Provision 1, 2 or 3 has been selected in field B2-3A (Option Being Used) |
| **B2-3C. Non-Base Year** | * Select [1] if not in Base Year * Only 1 or 0 Allowed if a value is entered | Enter a 1 if not in Base Year as reported in Line 1 of S-1  Either field B2-3B (Base Year) or B2-3C (Non-Base Year) must equal 1 when either Special Provision 1, 2 or 3 has been selected in field B2-3A (Option Being Used) |
| **B2-3D. SFA Calculated Free Claiming % or Funding Level** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) * If B2-3A equals 1, 2, or 3, B2-3D cannot be left blank | Enter SFA Calculated Free Claiming % or Funding Level as reported in Line 1. of the applicable S1.  The SFA Calculated Free Claiming % or Funding Level (field B2-3D) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%) |
| **B2-3E. SA Calculated Free Claiming % or Funding Level** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) * If B2-3A equals 1, 2, or 3, B2-3E cannot be left blank | Enter SA Calculated Free Claiming % or Funding Level as reported in Line 1 of the applicable S1.  The SA Calculated Free Claiming % or Funding Level (field B2-3E) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%) |
| **B2-3F. SFA Calculated Reduced Price Claiming % or Funding Level** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) * If B2-3A equals 1, 2, or 3, B2-3F cannot be left blank | Enter SFA Calculated Reduced Claiming % or Funding Level as reported in Line 1 of the applicable S1.  The SFA Calculated Reduced Claiming % or Funding Level (field B2-3F) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%)  The SFA Calculated Reduced Price Claiming % or Funding Level (field B2-3F) cannot be left blank when it is indicated that Special Provision 1, 2 or 3 is being used in field B2-3A. |
| **B2-3G. SA Calculated Reduced Price Claiming % or Funding Level** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) * If B2-3A equals 1, 2, or 3, B2-3G cannot be left blank | Enter SA Calculated Reduced Claiming % or Funding Level as reported in Line 1 of the applicable S1.  The SA Calculated Reduced Claiming % or Funding Level (field B2-3G) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%) |
| **B2-4. Community Eligibility Provision (Complete Fields as Applicable)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B2-4A. District-Wide (Select [1] if CEP district-wide)** | * Select [1] if CEP District-Wide * Only 1 or 0 Allowed if a value is entered | Enter a 1 if “Districtwide” CEP as reported in Line 1 of applicable S-1 |
| **B2-4B. SFA Calculated ISP (XX.XX)** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) | Enter SFA Calculated ISP as reported in Line 1 of applicable S-1  The SFA Calculated ISP (field B2-4B) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%) |
| **B2-4C. SA Confirmed ISP (XX.XX)** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) | Enter SA Confirmed ISP as reported in Line 1 of applicable S-1.  The SA Confirmed ISP (field B2-4C) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%)  The SA Confirmed ISP (field B2-4C) must be reported when the SFA Calculated ISP field (field B2-4B) has been reported. |
| **B2-4D. SFA Calculated Free Claiming %** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) * If B2-4B has a value, B2-4D cannot be left blank | Enter SFA Calculated Free Claiming % as reported in Line 1 of applicable S-1.  The SFA Calculated Free Claiming % (field B2-4D) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%)  The SFA Calculated Free Claiming % (field B2-4D) must be completed when the SFA Calculated ISP field (field B2-4B) has been completed. |
| **B2-4E. SA Calculated Free Claiming %** | * Must be in designated format: 00.00 – 100.00 * Numeric values only (to include decimal point) * If B2-4B has a value, B2-4E cannot be left blank | Enter SA Calculated Free Claiming % as reported in Line 1 of applicable S-1.  The SA Calculated Free Claiming % (field B2-4E) must be in the following format 00.00 – 100.00 (e.g. 87.42 for 87.42% or 100.00 for 100%)  The SA Calculated Free Claiming % (field B2-4E) must be completed when the SFA Calculated ISP field (field B2-4B) has been completed |
| **B2-5. Food Service System (Select [1] all that apply)** | * (Select [1] all that apply) * At least one type of Food Service System (fields B2-5A through B2-5F) must equal 1 * Only 1 or 0 allowed if a value is entered | At least one type of Food Service System in fields B2-5A through B2-5F (FSMC, Vended, Self-Prep On-Site, Self-Prep Pre-Packaged Satellite, Self-Prep Base/Central Kitchen, Self-Prep Bulk Satellite) **must** equal 1  Select [1] **all** that apply from applicable S-1.   * Fields B2-5A through B2-5B (Line 2c) * Fields B2-5C through B2-5F (Line 2a). |
| **B2-6. CN Programs Offered (Select [1] all that apply)** | * Select [1] **all** that apply for B2-6A through B2-6F * Only 1 or 0 allowed if a value is entered | At least one type of Food Service System in fields B2-6A through B2-6F (NSLP, SBP, SMP, SSO, Afterschool Snack, FFVP) **must** equal 1  Select [1] all that apply as reported in Line 2b of applicable S-1. |
| **B2-7. Nonprogram Foods (Select [1] all that apply)** | * Select [1] all that apply for B2-7A through B2-7E * Only 1 or 0 allowed if a value is entered | Select [1] all that apply for B2-7A through B2-7E (Adult Meals, Vending to other CN sites, Catering, A la Carte, Other)  Select [1] all that apply as reported in Line 2d of applicable S-1. |
| **B2-8. OVS (Select [1] if Yes)** | * Select [1] if “Yes” * Only 1 or 0 Allowed if a value is entered | Select [1] if OVS is used as reported in Line 2e of applicable S-1. |
| **B2-9. Targeted Menu Review (DSAT) (Select [1] all that apply)** | * Select [1] all that apply for B2-9A through B2-9F * Only 1 or 0 Allowed if a value is entered | Select [1] all that apply for B2-9A through B2-9F (Yes, High Risk, Option 1, Option 2, Option 2, Option 4)  If B2-9A (Yes) equals 1, either B2-9C (Option 1), B2-9D (Option 2), B2-9E (Option 3) or B2-9F (Option 4) must equal 1  Select [1] all that apply as reported in Line 2f of applicable S-1. |
| **B3. School Breakfast Program** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B3-1. Meal Service Information** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B3-1A. Location of Meal Service (Select [1] all that apply)** | * Select [1] all that apply for B3-1A(a) through B3-1A(d) * Only 1 or 0 Allowed if a value is entered | Select [1] all that apply for B3-1A(a) through B3-1A(d) (Cafeteria/Traditional Service, Breakfast in the Classroom, Grab and Go, Other)  Select [1] all that apply as reported in Line 8 of applicable S-1. |
| **B3-1B. # of points where meal counts are taken** | * Must be numeric * Whole numbers only * Cannot be left blank if any of fields B3-1A(a) through B3-1A(d) equals 1 | B3-1B (# of points where meal counts are taken) cannot be left blank if any field B3-1A(a) through B3-1A(d) (Cafeteria/Traditional Service, Breakfast in the Classroom, Grab and Go, Other) equal 1.  Enter total # of points where meal counts are taken as reported in Line 9 of applicable S-1. |
| **B3-1C. Total # of students with program access** | * Must be numeric * Whole numbers only * Cannot be left blank if any of fields B3-1A(a) through B3-1A(d) equals 1 | B3-1C (Total # of students with program access) cannot be left blank if any field B3-1A(a) through B3-1A(d) (Cafeteria/Traditional Service, Breakfast in the Classroom, Grab and Go, Other) equal 1.  Enter total # of students with program access as reported in Line 4 (NSLP) of applicable S-1. |
| **B3-1D. Meal Patterns utilized in the school (Select [1] all that apply)** | * Select [1] **all** that apply for B3-1D(a) through B3-1D(d) * At least one field (B3-1D(a) to B3-1D(d) must equal 1 if any of fields B3-1A(a) through B3-1A(d) equals 1 * Only 1 or 0 allowed if a value is entered | At least one meal pattern in fields B3-1D(a) through B3-1D(d) (Pre-K, K-5, 6-8, 9-12) must equal 1 if any field B3-1A(a) through B3-1A(d) (Cafeteria/Traditional Service, Breakfast in the Classroom, Grab and Go, Other) equal 1.  Select as reported in Line 3 (SBP) of applicable S-1. |
| **B3-1E. Review Period: # Serving days** | * Must be numeric * Whole numbers only * Cannot be left blank if any of fields B3-1A(a) through B3-1A(d) equals 1 | B3-1E (Review Period: # Serving days) cannot be left blank if any field B3-1A(a) through B3-1A(d) (Cafeteria/Traditional Service, Breakfast in the Classroom, Grab and Go, Other) equal 1.  Enter Review Period: # Serving Days as reported in Line 6 (SBP) of applicable S-1 |
| **B3-2. Day of Review** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B3-2A. Total # of Meals Served** | * Must be numeric * Whole numbers only * Value cannot exceed value in B3-1C * Cannot be left blank if any of fields B3-1A(a) through B3-1A(d) equals 1 | B3-2A (Total # of Meals Served) cannot be left blank if any field B3-1A(a) through B3-1A(d) (Cafeteria/Traditional Service, Breakfast in the Classroom, Grab and Go, Other) equal 1.  The total number in field B3-2A (# meals served) cannot exceed field B3-1C (total # of students with program access)  Enter Total # of Meals Served as reported in Line 13 (school count for SBP) in the applicable S-1. |
| **B3-2B. # of Ineligibles and/or Second Meals Counted** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # of Ineligibles and/or Second Meals Counted as reported in Line 10 (SBP) in the applicable S-1. |
| **B3-2C. # Meals Served Missing Meal Components** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Meals Served Missing Meal Components as reported in Line 11 (SBP) in the applicable S-1. |
| **B3-2D. # Incomplete Meals (By Violation Type, leave blank if NA)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B3-2D(a). Milk Type** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Milk Type) as reported in Line 12 (SBP) of the applicable S-1 |
| **B3-2D(b). Food Quantities** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Food Quantities) as reported in Line 12 of the applicable S-1 |
| **B3-2D(c). Whole Grain Rich Foods** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Whole Grain Rich Foods) as reported in Line 12 of the applicable S-1 |
| **B3-2D(d). Dietary Specifications** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Dietary Specifications) as reported in Line 12a of the applicable S-1 |
| **B3-2E. Difference (+/-) between SFA and SA Meal Count (#)** | * Must be numeric, if a value is entered * Whole numbers only, if value entered * Value of each field (B3-2E(a) through B3-2E(c) cannot exceed value in B3-2A | Value of each field B3-2E(a) through B3-2E(c) (Free, Reduced-Price, Paid) cannot exceed value in B3-2A (Total # of Meals Served)  Values that exceed the listed business rule will trigger a warning message requesting a justification  Enter Difference (+/-) as reported in Line 13 (SBP) of the applicable S-1  **NOTE:** When reporting for CEP school sites, the confirmed Claiming % must be applied to the total number of consolidation errors to determine the meal counts by category (Free and Paid). |
| **B3-3. Review Period** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B3-3A. Total # of Meals Served** | * Must be numeric * Whole numbers only * Cannot be left blank if any of fields B3-1A(a) through B3-1A(d) equals 1 * Value cannot exceed B3-1C multiplied by B3-1E | B3-3A (Total # of Meals Served) cannot be left blank if any field B3-1A(a) through B3-1A(d) (Cafeteria/Traditional Service, Breakfast in the Classroom, Grab and Go, Other) equals 1.  Value of field B3-3A (Total # of Meals Served) cannot exceed value in B3-1C (Total # of students with program access) multiplied by B3-1E (Review Period: # Serving days)  Values that exceed the listed business rule will trigger a **warning message** requesting a justification  Enter Total # of Meals Served as reported in Line 17A (SFA count/left side) of the applicable S-1 |
| **B3-3B. # of Ineligibles and/or Second Meals Counted** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter Total # of Ineligibles and/or Second Meals Counted as reported in Line 14 (SBP) of the applicable S-1 |
| **B3-3C. # Meals Served Missing Meal Components** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter Total # of Meals Served Missing Meal Components as reported in Line 15 (SBP) of the applicable S-1 |
| **B3-3D. # Incomplete Meals (By Violation Type, leave blank if NA)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B3-3D(a). Milk Type** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter Total # meals Milk Type (violation) as reported in Line 16 of the applicable S-1 |
| **B3-3D(b). Food Quantities** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter Total # of meals Food Quantities (violation) as reported in Line 16 of the applicable S-1 |
| **B3-3D(c). Whole Grain Rich Foods** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter Total # of meals Whole Grain Rich Foods (violation) as reported in Line 16 of the applicable S-1 |
| **B3-3D(d). Dietary Specifications** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter Total # of meals Dietary Specifications (violation) as reported in Line 16a of applicable S-1 |
| **B3-3E. Difference (+/-) between SFA and SA Meal Count (#)** | * Must be numeric, if a value is entered * Whole numbers only, if value entered * If there are values in fields B3-3B, B3-3C or B3-3D(a) through B3-3D(d), there must be a value in at least one field from (B3-3E(a) to B3-3E(c) * Value of **each field** (B3-3E(a) through B3-3E(c) cannot exceed value in B3-3A | Value of each field B3-3E(a) through B3-3E(c) (Free, Reduced-Price, Paid) cannot exceed value in B3-3A (Total # of Meals Served)  Values that exceed the listed business rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 17A (SBP/left side) of the applicable S-1 |
| **B3-4. Recalculation** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B3-4A. Was Recalculation necessary? (Select [1] type below if Yes]** | * Select [1] type if Recalculation was necessary * Only 1 or 0 Allowed if a value is entered | Select [1] B3-4A(a) if Partial Recalculation was necessary as reporting in Line 24 (SBP) on the applicable S-1  Select [1] B3-4A(b) if Full Recalculation was necessary as reported in Line 24 (SBP) on applicable S-1 |
| **B3-4B. In what area was the violation? (Select [1] all that apply)** | * Select [1] all that apply for B3-4B(a) through B3-4B(b) * Only 1 or 0 Allowed if a value is entered | If field B3-4A(a) (Partial Recalculation) or B3-4A(b) (Full Recalculation), was selected and a partial or full calculation was necessary, field B3-4B(a) (Performance Standard 1) must equal 1  Select [1] all that apply as reported in Line 24 (SBP) of applicable S-1  **NOTE:** While Performance Standards 1 & 2 are listed as options, Performance Standard 2 **does not** apply to Recalculation and **only** Performance Standard 1 should be selected to report the violation area. |
| **B4. National School Lunch Program** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B4-1 Meal Service Information** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B4-1A. Location of Meal Service (Select [1] all that apply)** | * Select [1] all that apply for B4-1A(a) through B4-1A(c) * Only 1 or 0 Allowed if a value is entered | Select [1] all that apply for B3-1A(a) through B3-1A(c) (Cafeteria, Classroom, Other)  Select [1] all that apply as reported in Line 8 (NSLP) of applicable S-1. |
| **B4-1B. # of points where meal counts are taken** | * Must be numeric * Whole numbers only * Cannot be left blank if any of fields B4-1A(a) through B4-1A(c) equals 1 | B4-1B (# of points where meal counts are taken) cannot be left blank if any field B4-1A(a) through B4-1A(c) (Cafeteria, Classroom, Other) equal 1.  Enter total # of points where meal counts are taken as reported in Line 9 (NSLP) of applicable S-1. |
| **B4-1C. Total # of students with program access** | * Must be numeric * Whole numbers only * Cannot be left blank if any of fields B4-1A(a) through B4-1A(c) equals 1 | B4-1C (Total # of students with program access) cannot be left blank if any field B4-1A(a) through B4-1A(c) (Cafeteria, Classroom, Other) equals 1.  Enter total # of students with program access as reported in Line 4 (NSLP) of applicable S-1. |
| **B4-1D. Meal Patterns utilized in the school (Select [1] all that apply)** | * Select [1] **all** that apply for B4-1D(a) through B4-1D(d) * at least one field (B4-1D(a) to B4-1D(d) must equal 1 if any of fields B4-1A(a) through B4-1A(c) equals 1 * Only 1 or 0 allowed if a value is entered | At least one grade grouping in fields B3-1D(a) through B3-1D(d) (Pre-K, K-5, 6-8, 9-12) must equal 1 if any field B3-1A(a) through B3-1A(c) (Cafeteria, Classroom, Other) equals 1.  Enter all that apply as reported in Line 3 (NSLP) of applicable S-1.  Only 1 or 0 allowed if a value is entered |
| **B4-1E. Review Period: # Serving days** | * Numeric values only * Whole numbers only * Cannot be left blank if any of fields B4-1A(a) through B4-1A(c) equals 1 | B4-1E (Review Period: # Serving days) cannot be left blank if any field B4-1A(a) through B4-1A(c) (Cafeteria, Classroom, Other) equals 1.  Enter Review Period: # Serving Days as reported in Line 6 (NSLP) of applicable S-1 |
| **B4-2. Day of Review** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B4-2A. Total # of Meals Served** | * Must be numeric * Whole numbers only * Value cannot exceed value in B4-1C * Cannot be left blank if any of fields B4-1A(a) through B4-1A(c) equals 1 | B4-2A (Total # of Meals Served) cannot be left blank if any field B4-1A(a) through B4-1A(c) (Cafeteria, Classroom, Other) equals 1.  The total number in field B4-2A (# meals served) cannot exceed field B4-1C (total # of students with program access)  Values that exceed the listed business rule will trigger a **warning message** requesting a justification  Enter Total # of Meals Served as reported in Line 13 (school count for NSLP) of the applicable S-1. |
| **B4-2B. # of Ineligibles and/or Second Meals Counted** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # of Ineligibles and/or Second Meals Counted as reported in Line 10 (NSLP) of the applicable S-1. |
| **B4-2C. # Meals Served Missing Meal Components** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Meals Served Missing Meal Components as reported in Line 11 (NSLP) of the applicable S-1. |
| **B4-2D. # Incomplete Meals (By Violation Type, leave blank if NA)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B4-2D(a). Milk Type** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Milk Type) as reported in Line 12 (NSLP) of the applicable S-1 |
| **B4-2D(b). Vegetable Sub-group** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Vegetable Sub-group) as reported in Line 12 (NSLP) of the applicable S-1 |
| **B4-2D(c). Food Quantities** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Food Quantities) as reported in Line 12 (NSLP) of the applicable S-1 |
| **B4-2D(d). Whole Grain Rich Foods** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Whole Grain Rich Foods) as reported in Line 12 (NSLP) of the applicable S-1 |
| **B4-2D(e). Dietary Specifications** | * Must be numeric, if a value is entered * Whole numbers only, if a value is entered | Enter # Incomplete Meals (Dietary Specifications) as reported in Line 12a (NSLP) of the applicable S-1 |
| **B4-2E. Difference (+/-) between SFA and SA Count (#)** | * Must be numeric, if a value is entered * Whole numbers only, if value entered * Value of each field (B4-2E(a) through B4-2E(c) cannot exceed value in B4-2A | Value of each field B4-2E(a) through B4-2E(c) (Free, Reduced-Price, Paid) cannot exceed value in B4-2A (Total # of Meals Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 13 (NSLP) of the applicable S-1 |
| **B4-3. Review Period** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B4-3A. Total # of meals served** | * Numeric Values Only * Whole numbers only * Cannot be left blank if any of fields B4-1A(a) through B4-1A(c) equals 1 * Value cannot exceed B4-1C multiplied by B4-1E | B4-3A (Total # of Meals Served) cannot be left blank if any field B4-1A(a) through B4-1A(c) (Cafeteria, Classroom, Other) equals 1.  Value of each field B4-3A (Total # of Meals Served) cannot exceed value in B4-1C (Total # of students with program access) multiplied by B4-1E (Review Period: # Serving days)  Enter Total # of Meals Served as reported in Line 17B (SFA count/right side) of the applicable S-1 |
| **B4-3B. # of Ineligibles and/or Second Meals Counted** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | Enter Total # of Ineligibles and/or Second Meals Counted as reported in Line 14 (NSLP) of the applicable S-1 |
| **B4-3C. # Meals Served Missing Meal Components** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | Enter Total # of Meals Served Missing Meal Components as reported in Line 15 (NSLP) of the applicable S-1 |
| **B4-3D. # Incomplete Meals (By Violation Type, leave blank if NA)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B4-3D(a). Milk Type** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | Enter Total # meals Milk Type (violation) as reported in Line 16 of applicable S-1 |
| **B4-3D(b). Vegetable Sub-group** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | Enter Total # meals Vegetable Sub-group (violation) as reported in Line 16 of applicable S-1 |
| **B4-3D(c). Food Quantities** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | Enter Total # meals Food Quantities (violation) as reported in Line 16 of applicable S-1 |
| **B4-3D(d). Whole Grain Rich Foods** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | Enter Total # meals Whole Grain Rich Foods (violation) as reported in Line 16 of applicable S-1 |
| **B4-3D(e). Dietary Specifications** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | Enter Total # meals Dietary Specifications (violation) as reported in Line 16a of applicable S-1 |
| **B4-3E. Difference (+/-) between SFA and SA Count (#)** | * Must be numeric, if a value is entered * Whole numbers only, if value entered * Value of each field B4-3E(a) through B4-3E(c) cannot exceed value in B4-3A | Value of each field B4-3E(a) through B4-3E(c) (Free, Reduced-Price, Paid) cannot exceed value in B4-3A (Total # of Meals Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 17B (NSLP/right side) of the applicable S-1 |
| **B4-4. Recalculation** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B4-4A. Was Recalculation necessary? (Select [1] type below if Yes]** | * Select [1] type if Recalculation was necessary * Only 1 or 0 Allowed if a value is entered | Select [1] B4-4A(a) if Partial Recalculation was necessary  Select [1] B4-4A(b) if Full Recalculation was necessary as reported in Line 25 (NSLP) on applicable S-1 |
| **B4-4B. In what area was the violation? (Select [1] all that apply)** | * Select [1] all that apply for B4-4A(a) through B4-4A(b) * Only 1 or 0 allowed if a value is entered | If field B4-4A(a) (Partial Recalculation) or B4-4A(b) (Full Recalculation), was selected and a partial or full calculation was necessary, field B4-4B(a) (Performance Standard 1)  Select [1] all that apply as reported in Line 25 (NSLP) of applicable S-1  **NOTE:** While Performance Standards 1 & 2 are listed as options, Performance Standard 2 **does not** apply to Recalculation and only Performance Standard 1 should be selected to report the violation area. |
| **B5. Afterschool Snack** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B5-1. Day of Review** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B5-1A. Total # of Snacks Served** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered | The Total # of snacks served (field B5-1A) cannot exceed field B4-1C (NSLP) (Total # of students with program access)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Line 4 (Snacks Counted Day of Review) of the applicable Supplemental Afterschool Snacks Administrative Review Form |
| **B5-1B. Counting and Claiming Consolidation Errors (# +/-)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B5-1B(a). Free** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered * Value cannot exceed the value in B5-1A | Field B5-1B(a) (Free) cannot exceed field B5-1A (Total # of Snacks Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 22A of the applicable S-1 |
| **B5-1B(b). Reduced-Price** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered * Value cannot exceed the value in B5-1A | Field B5-1B(b) (Reduced-Price) cannot exceed field B5-1A (Total # of Snacks Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 22A of the applicable S-1 |
| **B5-1B(c). Paid** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered * Value cannot exceed the value in B5-1A | Field B5-1B(c) (Paid) cannot exceed field B5-1A (Total # of Snacks Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 22A of the applicable S-1 |
| **B5-2. Review Period** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B5-2A. Total # of Snacks Served** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered * Value cannot exceed B3-1C multiplied by B3-1E | The Total # of snacks served (field B5-1A) cannot exceed field B4-1C (NSLP) (Total # of students with program access) multiplied by B4-1E (Review Period: # Serving days)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Total # of Snacks Served as reported in Line 4 (Snacks Counted Review Period) of the applicable Supplemental Afterschool Snacks Administrative Review Form |
| **B5-2B. Counting and Claiming Consolidation Errors (# +/-)** | **NOT A DATA ENTRY FIELD (Header)** |  |
| **B5-2B(a). Free** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered * Value cannot exceed the value in B5-2A | Field B5-1B(a) (Free) cannot exceed field B5-2A (Total # of Snacks Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 22B of the applicable S-1 |
| **B5-2B(b). Reduced-Price** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered * Value cannot exceed the value in B5-2A | Field B5-1B(a) (Reduced-Price) cannot exceed field B5-2A (Total # of Snacks Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 22B of the applicable S-1 |
| **B5-2B(c). Paid** | * Numeric values only, if a value is entered * Whole numbers only, if a value is entered * Value cannot exceed the value in B5-2A | Field B5-1B(a) (Paid) cannot exceed field B5-2A (Total # of Snacks Served)  Values that exceed the listed rule will trigger a **warning message** requesting a justification  Enter Difference (+/-) as reported in Line 22B of the applicable S-1 |

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