



Afterschool Snack Program Fact Sheet

Schools that run the National School Lunch Program (NSLP) and operate an Afterschool care program at a school or non-school site are eligible to receive reimbursement from the USDA for snacks served to children in Afterschool educational or enrichment activities (such as mentoring or tutoring programs). Sponsors must retain financial, administrative, and managerial responsibility of the Afterschool Snack Program.

Program Basics

	Area Eligible	Non- Area Eligible
Location	<ul style="list-style-type: none"> • Located at a school or in the attendance area of a school where at least 50% of the enrolled children are eligible for free and reduced-price meals. 	<ul style="list-style-type: none"> • Located in a school or in the attendance area of a school where less than 50% of the enrolled children are eligible for free and reduced-price meals.
Counting and Claiming	<ul style="list-style-type: none"> • Count a total number of snacks served at the point of service. <ul style="list-style-type: none"> ○ The count can be taken using the Afterschool Snack Meal Count form or comparable. • Claim all snacks in the free category. Snack counts are submitted on the claim worksheet. 	<ul style="list-style-type: none"> • Count snacks by student name at the point of service in order to determine the number of free, reduced-price, and paid snacks served. • Options to count snacks by eligibility category (free, reduced-price, and paid) may include: <ul style="list-style-type: none"> ○ Using the Afterschool Snack Meal Count Form available on the NMPED website. ○ Using the point of service counting system that is used at breakfast/ lunch. • Claim snacks based on free, reduced-price, and paid eligibility.

Area Eligible	Area Eligible	Non- Area Eligible
Pricing or Non-Pricing	<ul style="list-style-type: none"> Cannot charge students for snacks. 	<ul style="list-style-type: none"> <u>Quarterly Reporting will reflect: F/R/P students accordingly.</u>
Meal Applications	<ul style="list-style-type: none"> Applications for meal benefits are not collected. All students automatically qualify for free snacks. 	<ul style="list-style-type: none"> Must have an application on file to determine student eligibility. Can use the same application on file for lunch/breakfast.
Reimbursement	<ul style="list-style-type: none"> All snacks served are reimbursed at the free rate. 	<ul style="list-style-type: none"> All snacks served are reimbursed at the F/R/P Rates.

Enrichment Activity

- In order to participate, a sponsor must offer children an opportunity to participate in a regularly scheduled educational or enrichment activity after school in a supervised environment.
 - Examples include mentoring and tutoring programs, school choir, debate, or drama club.
 - Sports teams alone cannot participate in the afterschool snack program. See the [NM PED Afterschool Programs](#) for more information.

Snack Counting and Claiming

- Regardless of area eligibility or non- area eligibility, all snacks must be counted at the point of service. Point of service refers to the location in the serving line where a determination can accurately be made that a reimbursable snack has been served to an eligible student.
- Snacks can only be claimed on school days.
- Snack must be served after the school day ends.

Meal Pattern

- See the [meal pattern](#) on the Afterschool Snack Program webpage.
- A sample [cycle menu](#) is also available.
- Offer versus serve cannot be implemented at snack.
- Each snack must contain two different components from the following four:
 - Meat/Meat Alternate
 - Grain/Bread

- Fruit/Vegetable
- Milk
- Reminders
 - Two beverages cannot be served as a snack.
 - Whole grain rich items are encourage but not required.
 - Two items from the same component cannot be served (i.e. apples and carrots or cucumbers and orange juice)
 - There is not a milk variety requirement.

Food Safety

- Snacks must be kept at a safe temperature before, during, and after service. Sponsors should use a cooler temperature log to monitor the temperature of the cooler in which the food is stored.

Civil Rights

- Ensure afterschool snack program staff have completed the [civil rights training](#).
- If your school participates in the Afterschool Snack Program and the program serves the same students who attend school during the regular school day and have seen the “And Justice for All” poster in a centralized location, you are not required to have the poster hung in each area where the snack is served.

Recordkeeping

- Collect and maintain attendance counts daily.
 - Pre-printed roster
 - Sign in sheets
- Complete [food production records](#) daily.
- Complete Quarterly Report Form.
- Complete the afterschool snack program [on-site monitoring form](#) two times per year.
 - The first must be completed within the first 4 weeks of program operation.
 - The second can be completed at any time during the year.
- As with breakfast and lunch, proper menu documentation must be maintained to demonstrate meal pattern compliance.

Additional resources can be found on the [Afterschool Snack Webpage](#).

*For more information or assistance, contact:
Tanya Matson - Afterschool Snack Program Coordinator
505-396-0032
tanya.berry1@state.nm.us*