

Before You Get Started: District Program Inventory

Sometimes getting started on a new project like expanding or starting new feeding programs can feel overwhelming and challenging. Where do you start? How do you prioritize? The simple exercise of sitting back and taking inventory of your current situation can help answer those questions.

► Instructions for Table A

Begin by listing all of the schools in your district. If you are also serving afterschool or summer meals to community sites, list them at the end of the table.

Continue to fill in information for each of the schools or sites. For breakfast after the bell, afterschool snack/supper, and summer feeding indicate whether you have a program at the site by placing a check mark.

Now that you have the inventory list in front of you, consider sorting the spreadsheet by free/reduced rate from highest to lowest. Take a look at your highest need schools and note what programs you offer in those schools. Do they have low breakfast participation, do you offer snack and or supper, are they summer feeding sites?

Keep these programs in mind as you read through the operational plan workbooks and continue conversations about expanding/starting new feeding programs and becoming a School Nutrition Hub.

Pro Tip

Before you start to work towards becoming a School Nutrition Hub, take an inventory of all the programs that you are currently running. This will help you to think about areas for improvement.

Table A: District Feeding Program Inventory Sheet >> [OPEN EXCEL SPREADSHEET](#) <<

School/Site Name	Grade Level	Enrollment	Free/Reduced		Breakfast ADP		Lunch ADP		Breakfast After the Bell	Afterschool Snack	Afterschool Supper	Summer Feeding
			#	%	#	%	#	%				