Wyoming Department of Education

Nutrition Programs

Hathaway Bldg., 2nd floor

2300 Capitol Ave.

Cheyenne, WY 82002-0206

307-777-7168

**Summer Food Service Program (SFSP)**

**Pre-Qualification Information Sheet**

**USDA-CFDA #10.559**

Please fill this in as completely as possible and return to the address shown above. This will give us a profile to assist us in qualifying your organization for the SFSP and also to identify what application information to send. Your prompt attention is necessary in order to avoid delays in the final process. If you have any questions, please call Amanda Anderson at 307-777-7168 or Tamra Jackson at 307-777-6263.

1. Name of Organization:
2. Name of Director:
3. Physical Address:
4. Mailing Address:
5. City, State, Zip:
6. Phone:
7. E-mail:
8. How long has your organization been operating?
9. DUN & Bradstreet Data Universal Numbering System (DUNS) number:

 To obtain a number call 1-866-705-5711 or [www.dnb.com](http://www.dnb.com)

1. Please note below the type of organization you operate:

[ ] Public organization (operated as part of a public entity - state, local, school, tribal)

[ ] Private, non-profit organization (federal tax-exempt status under the Internal Revenue Code of 1986—for example, 501(c)(3) status letter.

 Please attach a copy of the Letter of Determination).

 Must provide an EIN number:

[ ] Private, for-profit organization

1. Will you have more than one site? [ ] Yes [ ] No

If “yes,” please list the names and addresses below or on a separate sheet if necessary.

1.

2.

3.

4.

1. Who prepares/cooks meals?

[ ] Prepared on site

[ ] Prepared off site

[ ] Some prepared on site and some vended

[ ] Vended

1. If any meals are prepared elsewhere, who does that?

15. **Attendance at an administrative SFSP training will be mandatory** before your organization can be enrolled in this program.

Reviewer: Date: