Freedom of Information Office
Illinois State Board of Education
100 North First Street
Springfield, Illinois 62777-0001
ATTN: FOIA Request

November 30, 2009

To Whom It May Concern:

This letter is written pursuant to the Illinois Freedom of Information Act. The material requested is for use in a research project that is examining the penetration of and geographic coverage of nutrition programs specifically targeting children in Cook County, Illinois. I request a waiver or reduction of fees as this request is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the government and is not primarily in my commercial interest. The requested information will fill a critical information void for social service providers, schools, and elected officials who seek to best serve the nutritional and health needs of children without duplicating services.

If you expect the search and copy fees to exceed $40.00, please contact me. Should you require further explanation of the nature or extent of this project, please so advise me. My telephone number is (312) 870-4946.

I am requesting the following program data for Cook County, Illinois. Note that an identical request was submitted for these four programs in early October, but since the reporting period hadn’t yet ended, data was too incomplete to use. However, the files that were sent contained the appropriate fields and level of detail which may aid in fulfilling this data request.

Child and Adult Care Food Program (CACFP)

- Time frame: For September 2009
- Broken out by program site (include name of program, sponsoring agency, and full site addresses)
- Indicate
  - Program type (Child Care Centers or Family Day Care Homes)
    - Sub-program type (for Child Care Centers: At-Risk After School Snack/Summer Program, Child Care Centers, Head Start, and School-Sponsored Pre-K Programs, Outside-School-Hours Child Care Program, or Shelters Providing Assistance to Homeless Children Program.)
  - Is this site also a Summer Food Service Program (SFSP) site? (yes or no)
  - Whether it is an open or closed site
o Whether the site serves hot or cold meals/supplements
o Whether the meal or supplement is vended or prepared
o What days program operates (M, Tu, W, Th, F, Sa, Su)
  ▪ Specific meals served on each day (breakfast, lunch, dinner, and/or supplements)
  ▪ Average number of meals or supplements served on each day of operation (meals and supplement averages separate if both are served by program)
o Average daily attendance

Afterschool Care Program
  ▪ Time frame: For September 2009
  ▪ Broken out by school/institution name and full address
  ▪ Indicate
    o Type of school/institution (e.g., public school, private nonprofit school, private residential child care institution)
    o Total enrollment in program
    o Number of eligible children for free portion
    o Number of eligible children for reduced portion
    o Average number of children served daily with free portion
    o Average number of children served daily with reduced portion
    o Average number of children served daily with paid portion
    o Average daily meal count (M, Tu, W, Th, F)

National School Lunch Program (NSLP)
  ▪ Time frame: For September 2009
  ▪ Broken out by school/institution name and full address
  ▪ Indicate
    o Type of school/institution (e.g., public school, private nonprofit school, private residential child care institution)
    o Total enrollment of school/institution
    o Number of eligible children for free portion
    o Number of eligible children for reduced portion
    o Average number of children served daily with free portion
    o Average number of children served daily with reduced portion
    o Average number of children served daily with paid portion
    o Average daily meal count (M, Tu, W, Th, F)

School Breakfast Program (SBP)
  ▪ Time frame: For September 2009
  ▪ Broken out by school/institution name and full address
  ▪ Indicate
    o Type of school/institution (e.g., public school, private nonprofit school, private residential child care institution)
    o Total enrollment of school/institution
    o Number of eligible children for free portion
    o Number of eligible children for reduced portion
    o Average number of children served daily with free portion
○ Average number of children served daily with reduced portion
○ Average number of children served daily with paid portion
○ Average daily meal count (M, Tu, W, Th, F)

To the extent possible, I respectfully request that the data be provided in the following manner:
  ▪ **Deliverable format:** Excel, with separate files for each program or separate tabs within the Excel file for each program
  ▪ **Spreadsheet structure:** Program site as records (rows) and the rest of the information in fields (columns)
  ▪ **Deliver electronically:** via email to Amy Terpstra, aterpstra@heartlandalliance.org or on CD-ROM to the address below.

I recognize that data for some of the requested indicators may be tracked slightly differently or are not tracked at all. In the event the data that I have requested are not disclosable in their entirety, I request that you release all portions of the data possible. In these instances, please feel free to call me at (312) 870-4946 to discuss the variation and resolution.

Should any requested documents or information be considered exempt or withheld, please state with specificity the legal and factual basis for withholding each such position.

Thank you for your consideration of this request.

Sincerely,

Amy Terpstra
Associate Director, Social IMPACT Research Center
33 W. Grand Ave., Suite 500
Chicago, IL 60654
Tel: (312) 870-4946
Fax: (312) 870-4950
aterpstra@heartlandalliance.org