## Child and Adult Care Food Program MASTER LIST OF ENROLLED CHILDREN FOR HEAD START OR EVEN START

A Master List should be maintained for each facility to help organize all children enrolled in your program. As each child enrolls in your program add their full name and effective dates of their CACFP Annual Enrollment Form. Update the Master List monthly to include any new children. When appropriate, record the drop-date for the last day a child was in attendance.

At the end of each month, use the Master List to determine the highest number of free eligibles for the Claim for Reimbursement.

A Head Start or Even Start Determining Official must sign the certification on this document.
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CENTER NAME	_ I	IEAD START	MASTER LIST CREATED (MONTH/YEAR)	
		EVEN START	(MONTH/YEAR)	
CHILD'S FULL NAME		EFFECTIVE DATE CACFP ANNUAL ENROLLMENT FORM	DROP DATE	

CERTIFICATION: These children are currently enrolled as participants in the Head Start or Even Start Program.

CHILD'S FULL NAME	EFFECTIVE DATE CACFP ANNUAL ENROLLMENT FORM	DROP DATE

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