



Seamless Summer Option

Application Instructions 2024

Overview

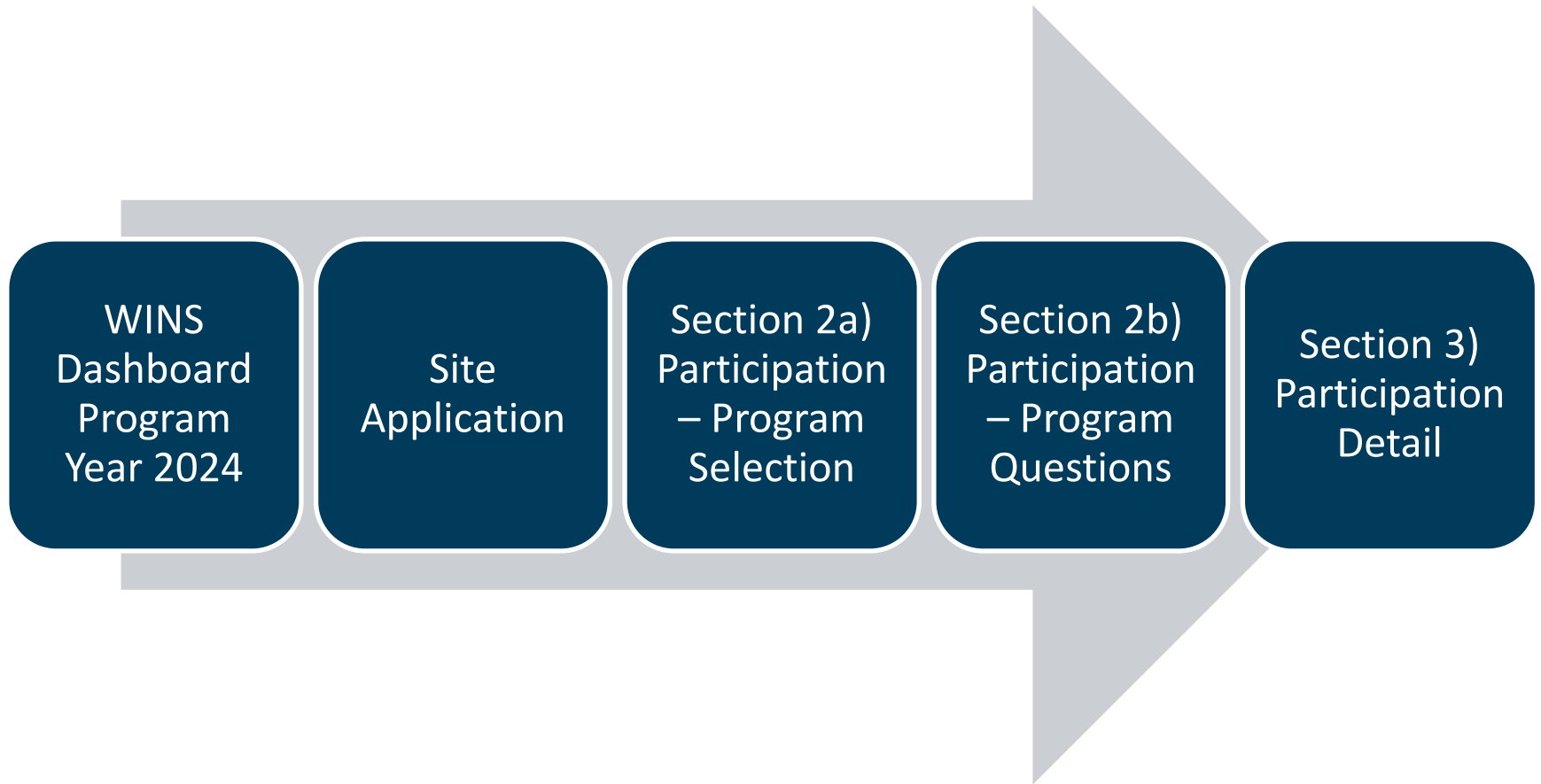


Only May/June
dates



Dates that
include
July/August

Only May/June Dates



WINS Dashboard Program Year 2024

WINS

Web-based Illinois Nutrition System



Program

School Nutrition Programs ▼

Program Year

2024 ▼

Search

WINS Dashboard Program Year 2024

Sponsor Tasks		Sponsor Applications & Participation	Site Applications	Claims & Monitoring	Sponsor Info
Administrative Tasks					
Sponsor Tasks			Site Application Tasks		
	Batch Daily Meal Counts		<input checked="" type="checkbox"/>	Enroll Site In New Program	
	Batch Participation Detail		<input checked="" type="checkbox"/>	Edit Site Questionnaire	
	Add/Remove Detail Dates		<input checked="" type="checkbox"/>	Edit Program Participation	
	Batch Site Questionnaire		<input checked="" type="checkbox"/>	Edit Participation Detail	
	Batch Site Participation				
	Is Community Eligibility Provision (CEP) for you?				
	Add New Site				
	Deactivate/Re-activate Site(s)				
	Deactivate Sponsor				
	Review Citation Responses				
	Supply Chain Assistance 2024				
	Waivers				
	LFS Open Enrollment has closed please contact ISBE at localfoods@isbe.net to inquire about applying				
	Local Food for Schools (LFS) Farm Search				
Reports			Budget		
	Applications Not Received		No WINS Budgets required.		
	NSLP Verification Summary Report				
	Direct Certification				
	Deleted Sites				
	Claim Data Report				
	Summary Reports - Applications Submitted for Sponsor				
	Summary Reports - Applications Submitted for Sites				
	Summary Reports - List of Sites and Applications Submitted				

Site Application

The screenshot shows a web application interface with a navigation menu at the top containing five items: 'Sponsor Tasks', 'Sponsor Applications & Participation', 'Site Applications', 'Claims & Monitoring', and 'Sponsor Info'. The 'Site Applications' tab is active. Below the navigation is a table titled 'Sites'. The table has six columns: 'Site Name', 'Site Number', 'Site Org Status', 'Questionnaire', 'Participation', and 'Participation Detail'. The first row of data shows 'ABC Elementary School' with site number '12345'. This row is expanded to show three sub-rows, all with 'Approved' status and 'Completed' for both 'Questionnaire' and 'Participation', and 'Has No Errors' in the 'Participation Detail' column. At the bottom left of the table area, it says 'Page 1 of 1'. At the bottom right, there is a 'Jump To:' label followed by a dropdown menu showing the number '1'. There are also some faint red annotations on the right side of the table area.

Site Name	Site Number	Site Org Status	Questionnaire	Participation	Participation Detail
ABC Elementary School	12345	Approved	Completed	Completed	Has No Errors
		Approved	Completed	Completed	Has No Errors
		Approved	Completed	Completed	Has No Errors

Page 1 of 1

Jump To: 1

Site Application

Apps & Contracts Claims & Monitoring Participation & Enrollment

Component Status Summary

Program	Component	Status	Substatus	Effective Date
School Nutrition Programs	Organization	Approved		6/13/2023
School Nutrition Programs	Questionnaire	Completed		6/13/2023
School Nutrition Programs	Participation	Completed		3/15/2024
School Nutrition Programs	Participation Detail (199 Approved Serving Days / 0 In Error)	Approved		3/15/2024

Contracts

No data available.

Site Application

SNP Site Application

1) Site Questionnaire **2a) Participation - Program Selection** 2b) Participation - Program Questions 3) Participation Detail

Participation detail

Summary of Monthly Serving Days - 199 [-]

As long as the daily enrollment for a program is larger than 0, you will be able to file a claim for that day. Once the monthly site claim is submitted, the program participation enrollment for the month will be updated to the enrollment number entered on the statistics section of the site claim. You do not need to change each day's enrollment here to match each day you are claiming.

Counts in red indicate error(s) are present for the month.

July	0	August	9	September	21
October	22	November	22	December	21
January	23	February	21	March	21
April	22	May	17	June	0

Apply changes to the following days:

Sunday
 Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday

[Go to daily detail](#)

[Go to cap screen](#)

Meals will not be scheduled on days where the district is not in session, as indicated on the school calendar

Program	Meal	Start date	End date	Enrollment	Begin time	End time	Meal preparation
<input type="checkbox"/> School Breakfast	Breakfast	8/21/2023	5/23/2024	482	07:30 AM	08:10 AM	Self Prep
<input type="checkbox"/> National School Lunch	Lunch	8/21/2023	5/23/2024	482	11:00 AM	01:00 PM	Self Prep

Save

Section 2a) Participation – Program Selection

SNP Site Application

1) Site Questionnaire 2a) Participation - Program Selection 2b) Participation - Program Questions 3) Participation Detail

Program Selection

Program Selection

Mark all programs that this site will participate in. Unmark any programs that this site will no longer be participating in. Any marked programs that are greyed out cannot be removed from this screen due to claims being completed for that program during this program year. If you wish to discontinue participating a meal/milk program that is greyed out, go to section 2b) Participation-Program Questions, Click on Days of Operation and edit the close date to the last day this site operated that meal/milk service and save those changes.

Nutrition Program	
<input checked="" type="checkbox"/>	Illinois Free Breakfast
<input checked="" type="checkbox"/>	School Breakfast
<input checked="" type="checkbox"/>	Illinois Free Lunch
<input checked="" type="checkbox"/>	National School Lunch
<input type="checkbox"/>	After School Snack
<input type="checkbox"/>	Special Milk
<input checked="" type="checkbox"/>	Seamless Summer Option

One or more of the programs in which this facility participates has been claimed against this application cycle. You may not drop a program for which you have already claimed reimbursement in the middle of an application cycle. As an alternative, you may instead choose to populate an earlier Close Date on the "Days of Operations" tab of step 2b) Participation - Program Questions.

Next Section

Section 2b) Participation – Program Questions

1) Site Questionnaire 2a) Participation - Program Selection **2b) Participation - Program Questions** 3) Participation Detail

School Lunch Program

School Breakfast Program

Seamless Summer Option

Days of Operation

Summary

Seamless Summer Option

Seamless Site Type

Seamless enrollment type

How is your site eligible for the seamless program?

Will this site be operating as an academic summer school?
 Yes
 No

How will the site advertise the availability of meals to the community?

Newspaper
 Flyers home from school
 Flyers in community
 Television
 Radio
 District Website
 Telephone Call to Household
 Social Media Accounts
 Other

Meals and Menus

Meal	Meal Prep Location	Offer vs. Serve
<input type="checkbox"/> Breakfast	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> A.M. Snack	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Lunch	<input type="text"/>	Offer vs. Serve <input type="text"/>
<input type="checkbox"/> P.M. Snack	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Supper	<input type="text"/>	<input type="text"/>

Seamless Summer Option follows the same meal pattern grade groupings as National School Lunch Program (Pre K, K-5, K-8, 6-8, 9-12) and School Breakfast Program (Pre K, K-5, K-8, 6-8, 9-12 or K-12).
Please indicate the meal pattern grade group(s) being served by checking the all applicable grades below:

P K 1 2 3 4 5
 6 7 8 9 10 11 12

[Previous](#) [Next](#)

Section 2b) Participation – Program Questions

1) Site Questionnaire 2a) Participation - Program Selection 2b) Participation - Program Questions 3) Participation Detail

School Lunch Program

School Breakfast Program

Seamless Summer Option

Days of Operation

Summary

Days of Operation
 Program year runs 7/1/2023-6/30/2024. If needed, you may amend the prepopulated dates below To include July 2023 And/Or June 2024 by clicking On the edit icons below.

Illinois Free Breakfast

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
	X	8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

Seamless Summer Option

Add Range

No service date ranges are currently submitted.

School Breakfast

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
	X	8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

National School Lunch

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
	X	8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

Illinois Free Lunch

Add Range


Edit	Delete	Start Date	End Date	Days of Week Operating
	X	8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat


Previous Next

Section 2b) Participation – Program Questions

Seamless Summer Option

Update Service Ranges [Close]


Range Start Date: 

Range End Date: 

Days of Week Operating:

Sun Mon Tue Wed Thu Fri Sat

National School Lunch

 Add Range

Section 2b) Participation – Program Questions

1) Site Questionnaire 2a) Participation - Program Selection 2b) Participation - Program Questions 3) Participation Detail

- School Lunch Program
- School Breakfast Program
- Seamless Summer Option
- Days of Operation**
- Summary

Days of Operation

Program year runs 7/1/2023-6/30/2024. If needed, you may amend the prepopulated dates below To include July 2023 And/Or June 2024 by clicking On the edit icons below.

Illinois Free Breakfast

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
		8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

Seamless Summer Option

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
		6/1/2024	6/30/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

School Breakfast

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
		8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

National School Lunch

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
		8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

Illinois Free Lunch

Add Range

Edit	Delete	Start Date	End Date	Days of Week Operating
		8/21/2023	5/23/2024	<input type="checkbox"/> Sun <input checked="" type="checkbox"/> Mon <input checked="" type="checkbox"/> Tue <input checked="" type="checkbox"/> Wed <input checked="" type="checkbox"/> Thu <input checked="" type="checkbox"/> Fri <input type="checkbox"/> Sat

[Previous](#) [Next](#)

Section 3) Participation Detail

SNP Site Application

1) Site Questionnaire 2a) Participation - Program Selection 2b) Participation - Program Questions 3) Participation Detail

Participation detail

Summary of Monthly Serving Days - 199 [-]

As long as the daily enrollment for a program is larger than 0, you will be able to file a claim for that day. Once the monthly site claim is submitted, the program participation enrollment for the month will be updated to the enrollment number entered on the statistics section of the site claim. You do not need to change each day's enrollment here to match each day you are claiming.

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January	23	February	21	March	21
April	22	May	17	June	0

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Sunday
 Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday

[Go to daily detail](#)

[Go to cap screen](#)

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<input type="checkbox"/> National School Lunch	Lunch	8/21/2023	5/23/2024	482	11:00 AM	01:00 PM	Self Prep
<input checked="" type="checkbox"/> Seamless Summer Option	Breakfast				05:00 AM	10:00 AM	Self Prep
<input checked="" type="checkbox"/> Seamless Summer Option	Lunch				10:00 AM	02:00 PM	Self Prep

Save

Section 3) Participation Detail

 **Saved successfully.**

1) Site Questionnaire 2a) Participation - Program Selection 2b) Participation - Program Questions 3) Participation Detail

Participation detail

Summary of Monthly Serving Days - 219 [-]

As long as the daily enrollment for a program is larger than 0, you will be able to file a claim for that day. Once the monthly site claim is submitted, the program participation enrollment for the month will be updated to the enrollment number entered on the statistics section of the site claim. You do not need to change each day's enrollment here to match each day you are claiming.

Counts in red indicate error(s) are present for the month.

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October	22	November	22	December	21
January	23	February	21	March	21
April	22	May	17	June	20

Apply changes to the following days:

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

 [Go to daily detail](#)

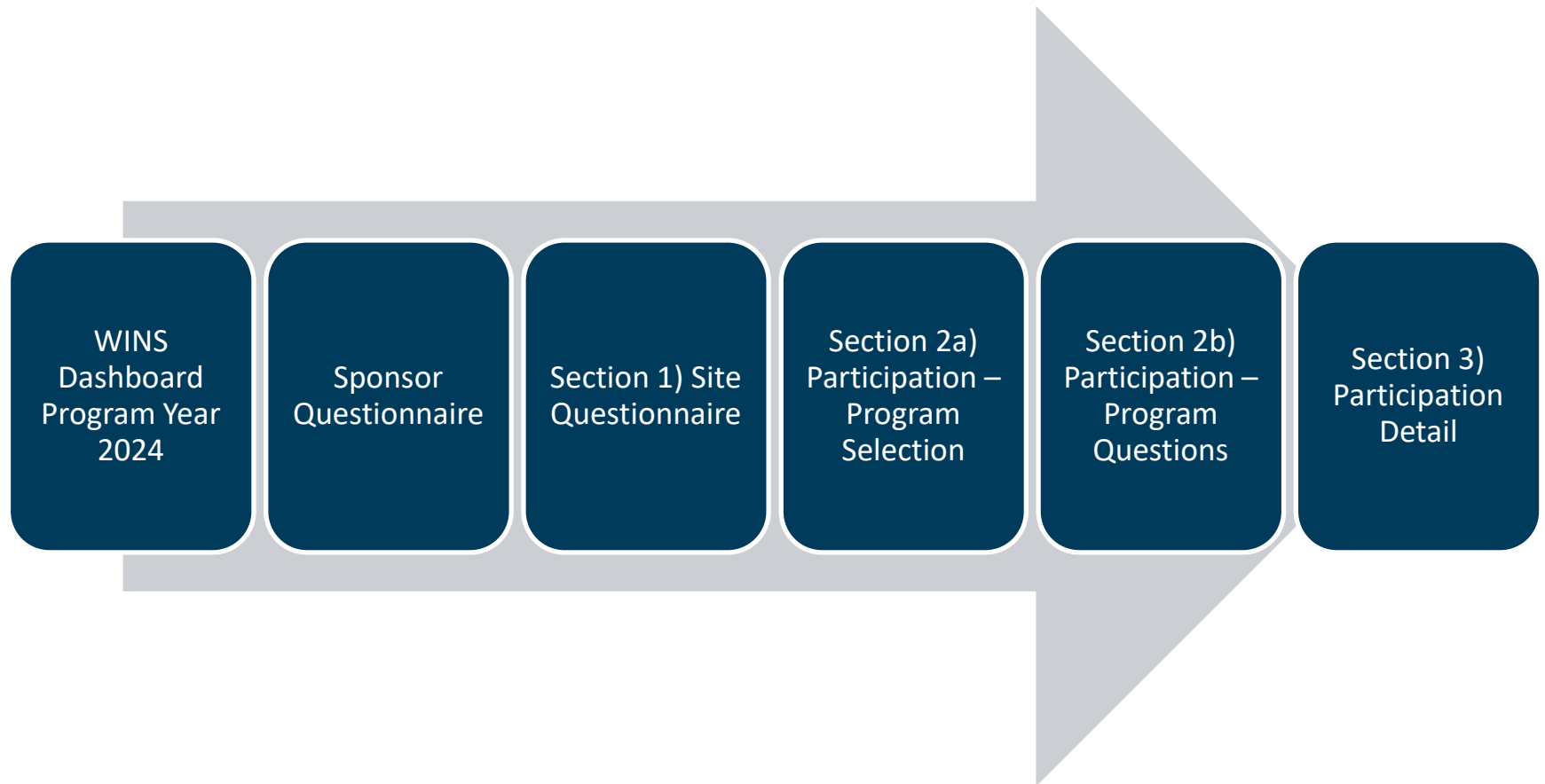
 [Go to cap screen](#)

Meals will not be scheduled on days where the district is not in session, as indicated on the school calendar

Program	Meal	Start date	End date	Enrollment	Begin time	End time	Meal preparation
<input type="checkbox"/> School Breakfast	Breakfast	8/21/2023	5/23/2024	482	07:30 AM	08:10 AM	Self Prep
<input type="checkbox"/> National School Lunch	Lunch	8/21/2023	5/23/2024	482	11:00 AM	01:00 PM	Self Prep
<input checked="" type="checkbox"/> Seamless Summer Option	Breakfast	6/1/2024	6/30/2024	100	08:00 AM	08:30 AM	Self Prep
<input checked="" type="checkbox"/> Seamless Summer Option	Lunch	6/1/2024	6/30/2024	100	11:30 AM	12:00 PM	Self Prep

Save

Dates that Include July/August



WINS Dashboard Program Year 2024

The screenshot displays a web dashboard with a top navigation bar containing four tabs: 'Sponsor Tasks', 'Sponsor Applications & Participation', 'Site Applications', and 'C'. The 'Sponsor Tasks' tab is active, showing a list of tasks under the heading 'Sponsor Tasks'. The tasks listed are:

- Batch Daily Meal Counts
- Batch Participation Detail
- Add/Remove Detail Dates
- Batch Site Questionnaire
- Batch Site Participation
- FFVP Application
- Is Community Eligibility Provision (CEP) for you?
- CEP Group Information
- Add New Site
- Review Citation Responses
- Renew Application** (circled in red)
- Supply Chain Assistance 2023
- Waivers


Sponsor Questionnaire

SNP Sponsor Questionnaire

Sponsor Information	Sponsor Information	
Determining And Hearing Official Designation	School District Name (RCDT#)	
School Nutrition Program Director	Mailing Address	District Superintendent (Auth. Rep.) ?
Civil Rights	School Address	Name: Authorized Representative Contact Information
Effective Date of Eligibility		Title:
Policy Statement		Business
Permanent Agreement		Fax
Summary		Email:
	Delivery Address	Sponsor Contact ?
	Delivery Address 👁️ ✎ ✕	Name: Contact Address
		Title:
		Business
		Fax
		Email:
	Sponsor Claim Contact ?	
	Claim Contact Address ✎ ✕	
	Name:	
	Title:	
	Business	
	Fax	
	Email:	


<https://www.isbe.net/Pages/School-Nutrition-Applications-and-Reports.aspx>

Section 1) Site Questionnaire

 **Saved Successfully.**

SNP Sponsor Questionnaire

Performance Based Funding Certification

ISBE use only
Original Performance Based Funding Start Date: 


Stop Performance Based Funding Reimbursement

<input checked="" type="checkbox"/> July	<input checked="" type="checkbox"/> August	<input checked="" type="checkbox"/> September	<input checked="" type="checkbox"/> October	<input checked="" type="checkbox"/> November	<input checked="" type="checkbox"/> December
<input checked="" type="checkbox"/> January	<input checked="" type="checkbox"/> February	<input checked="" type="checkbox"/> March	<input checked="" type="checkbox"/> April	<input checked="" type="checkbox"/> May	<input checked="" type="checkbox"/> June

[View History](#)

Document Checklist


No additional external documents are currently required by

Versions 


[Return to Questionnaire](#)

Select destination Close

Questionnaire was saved successfully.

 Complete the site questionnaire.

Section 1) Site Questionnaire

 **Saved Successfully.**


1) Site Questionnaire 2a) Participation - Program Selection 2b) Participation - Program Questions 3) Participation Detail

Approved - 3/26/2024

Document Checklist

No additional external documents are currently required by ISBE.

Show All Questions

Versions 

[Return to Questionnaire](#)

Select destination **Close**

Questionnaire was submitted successfully.

[➔ Proceed to program selection.](#)

Section 2a)- Section 3)

SAME STEPS AS PREVIOUSLY DISCUSSED IN
MAY/JUNE DATES SECTION – REFER BACK TO
SLIDES 9-15

Section 2a)
Participation –
Program
Selection

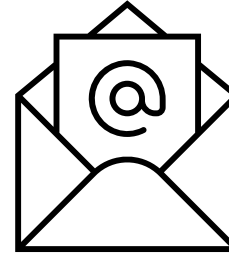
Section 2b)
Participation –
Program
Questions

Section 3)
Participation
Detail

PLEASE NOTE: You will need to
complete the entire application and
include the details for your NSLP/SBP
programs for the upcoming school year
at the same time you submit SSO
details

Questions?

Email cnp@isbe.net



Call (800) 545-7892
(toll free in Illinois)
or (217) 782-2491

