

ATTACHMENT B

**FY 2012 ADMINISTRATIVE REVIEWS AND TRAINING (ART)
Method I GRANTS**

Application for Funding for Additional Administrative Reviews

Submit this form along with your completed application package to www.grants.gov on or before **March 2, 2012**

State agency: _____

Complete the table below to identify the number of school food authorities (SFAs) selected for additional administrative reviews (AARs). For AAR instructions for school year 2011-2012, please refer to FNS Memorandum [SP 48-2011](#), dated September 6, 2011, located at <http://www.fns.usda.gov/cnd/Governance/policy.htm>.

For SFA(s) listed in the table, use the following criteria to identify the risk factor(s) used for selection.

- Establishment of a new Provision base year (NBY);
- Verification data with high-level of non-response or response-based terminations (VD);
- Elevated claiming percentages (CP); or
- Other (O) (requires plan submission to FNS-RO)

Name and Location of SFA	Risk Factor	Size of SFA: Large (L) or Small (S) *	Number of Staff Days Associated w/review	Number of Staff Associated with the review	Funding Requested (maximum amount of \$3,500 per SFA) **	Targeted Start and Completion Dates

* Refer to Administrative Reviews § 210.18 (b)(6) for definitions of SFA size.

** Funding in excess of \$3,500 for a review may be approved only if adequate justification is provided.