

## Verification Instructions – Residential Child Care Institutions (RCCI)

Even though **RCCIs that serve residential only students (no day students/non-residents)** are exempt from the verification *process*; the *Verification Report* must be submitted in [MAPS](#) to indicate your organizations information on a few items.

**RCCIs that also serve day students/non-residents** must complete the verification process for 3% of the free and reduced-price meal applications on file for those considered day students/non-residents. Please refer to the [Verification Instructions](#) for details with this process.

### MAPS Verification Report

The Verification Report can be located within the ‘Application’ menu of [MAPS](#).



### Residential Only RCCI – without Day Students/Non-Residents: Verification Report Items

#### Item Data Entry

- 1-1A: Number of *Public or Private School Site(s)* within the sponsoring RCCI organization (not typical)
- 1-1B: Number of Students at the *Public or Private School Site(s)* enrolled as of October 31<sup>st</sup> (not typical)

Section 1	Total Schools, Residential Child Care Institutions (RCCIs) and Enrolled Students	**All SFAs must report Section 1**		A. Number of Schools OR Institutions	B. Number of Students
		1-1: Total schools (Do not include RCCIs):			
	1-2: Total RCCIs (Do not include schools counted in 1-1):				
	1-2a: RCCIs with day students (Report ONLY day students in 1-2aB):				
	1-2b: RCCIs with NO day students:				

- 1-2bA: Number of *Residential Only RCCI Site(s)* - without day students/non-residents
- 1-2bB: Number of *Residential Students* attending the *Residential Only RCCI Site(s)* as of Oct 31

- 1-2A: **Total** number of *Residential Only RCCI Site(s)* - without day students/non-residents
- 1-2B: **Total** number of *Residential Students* attending the *Residential Only RCCI Site(s)* as of Oct 31

Section 1	Total Schools, Residential Child Care Institutions (RCCIs) and Enrolled Students	**All SFAs must report Section 1**		A. Number of Schools OR Institutions	B. Number of Students
		1-1: Total schools (Do not include RCCIs):			
	1-2: Total RCCIs (Do not include schools counted in 1-1):				
	1-2a: RCCIs with day students (Report ONLY day students in 1-2aB):				
	1-2b: RCCIs with NO day students:				

- 3-1: Check the box – *Residential Only RCCI Site(s)* are not required to do direct certification activities
- 5-1: Check the box – *Residential Only RCCI Site(s)* are exempt from the household verification process

**\*\*ALL SFAs must report Section 3 or check box 3-1 if applicable\*\***

3-1:  Check the box only if all schools and/or RCCIs in the SFA were not required to perform direct certification with SNAP (i.e. NON BASE year Provision 2/3 for all schools)

**\*\*ALL SFAs must report Section 5 or check box 5-1 if applicable\*\***

5-1:  Check the box if ALL schools and/or RCCIs are exempt from verification (see instructions for list of exemptions). If 5-1 is checked, no further reporting in Section 5 is required.