

Special Milk Camp Worksheet

I. Sponsors must keep an actual monthly count of half pint milks served to children or use the following procedure:

a	Beginning milk inventory (# of milks on hand first day of camp - convert gallons to half pints by using the calculation in section II)	_____	half pints
b	+ Receipt of purchased milk (add the total # of milks purchased during the month)	_____	
c	+ Inventory adjustments (i.e., donated milk)	_____	
d	- Inventory adjustments (i.e., expired milk)	_____	
e	= Total Milk Available	_____	
f	- Actual count of adult consumed milk (if unknown, please calculate the percentage using the below worksheet)	_____	
g	- Special purpose milk (i.e. milk used for cooking)	_____	
h	- Ending milk inventory (# of milks on hand at end of month)	_____	
i.	= Milk served to children	_____	

II. Complete the below worksheet only if the actual number of milks consumed by adults is unknown.

Day of Month	Column A Total Children Attending	Column B Total Adults Attending	Column C Total Persons Attending	
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
Total:	A	B	C	

Instructions for computing average adult milks consumed:

Total in Column B _____

÷

Total in Column C _____

=

Percentage of _____

adults

x

Total milk available _____

(from row e above)

=

Average adult milk consumed _____

(Enter this number in row f above. Do not use fractions or decimals.)

Formula to convert gallons to half pints:

Total number of gallons _____

x 16

=

Total number of half pints _____

III. Additional information to complete Site and Sponsor Claims in the CNPWeb:

- To compute average daily attendance for #8 on Site Claim, take the total from Column A above and divide by the number of days in operation for the month (#7 on the Site Claim).
- To compute average cost per half pint of milk for #10 on Sponsor Claim, take the total dollar amount spent on half pints milk only and divide by the total number of half pints purchased.