

The Sponsor Licensing tab allows you to configure the licensing age ranges according to the state regulations. If you are not using My Food Program to confirm that attendance and meal counts are within licensed capacity, you can skip this step.

To configure licensing age ranges:

- Click on “Licensing” on the main sponsor dashboard.
- Click the blue “Add” button.
- Create all the age ranges.
 - Age ranges cannot overlap unless one is marked as a “school age” and one is marked as “non-school age”.
 - Use the overlapping age ranges if the state agency that sets licensing age ranges for licensed child care facilities uses school enrollment as part of the definition of an age range instead of just calendar age. For example, in some states “school age” means a child who is 5 years or older. In other states, the term “school age” means a child who is enrolled in school, which may or may not include 5 and 6 year olds.
 - If you use overlapping age ranges, then you MUST use the “Is enrolled or attending school” box in participant information.

Licensing Age Range

Name

Min Age

Max Age

School Age Range?