Daily FRP Report

The Daily FRP report provides a Free, Reduced, and Paid breakdown of all meals claimed for the day selected for the report.

> **Required Permissions:** You must have the **Meal & Attendance (Reports)** permission enabled on your account to run the Daily FRP report.

1. From the menu to the left, click **Reports**.

2. On the Reports page, select the following:

   - **Category:** Meals & Attendance

   - **Report:** Daily FRP Report

   - **Date:** Select the date for which to print the report. This defaults to the current date.

3. Click **Run**. A PDF downloads.