



BULLETIN:

Child and Adult Care Food Program

**Child & Adult Care Centers,
Emergency Shelters, OSHC, &
Sponsors of Family Day Care Homes**
www.education.alaska.gov/tls/cnp

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To: CACFP Agencies
CACFP Program Reviewers

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From: Ann-Marie Martin
CACFP Coordinator

Program changes as a result of USDA Policy Memos and Technical Assistance Memos are to be implemented immediately. Please file this bulletin for reference, guidance and compliance with the Child and Adult Care Food Program. Feel free to call the Child Nutrition Programs office if you need further clarification.

USDA Policy Memos

1. CACFP 02-2016 Q&A on the Transition to and Implementation of 2 CFR Part 200
2. CACFP 03-2016 Procurement Standards and Resource Management requirements related to Franchise Agreements
3. CACFP 05-2016 Guidance on Competitive Procurement Standards for Program Operators
4. CACFP 06-2016 Disclosure Requirements for the Child Nutrition Programs

Bulletin Topics

5. Make It Local – Recipes for Alaska’s Children Cookbook
6. Procurement Training, Procurement Plan and Procurement Resources
7. CACFP Take ACTION Challenge
8. ChopChop Magazine -

1. CACFP 02-2016 Q&A on the Transition to and Implementation of 2 CFR Part 200

Federal operators are currently transitioning from former Federal grants management rules to the implementation of the new rules at 2 CFR Part 200, commonly referred to as the super-Circular. This memo includes commonly asked questions and answers and could be very helpful to your finance staff.

2. CACFP 03-2016 Procurement Standards and Resource Management requirements related to Franchise Agreements

Franchise agreements often have provisions that are inherently problematic for the Child Nutrition Programs because they entail having a school or sponsor essentially “buy” into an agreement with a commercial vendor for the purpose of exclusively marketing or selling that company’s good or services, as opposed to having that vendor submit a bid for its products during a competitive process.

3. CACFP -5-2016 Guidance on Competitive Procurement Standards for Program Operators

This memo gives more guidance on competitive procurement standards and encourages agencies to review the documentation of their procurement solicitations, responses, and evaluation procedures used to award contracts. Your award(s) should have cost as the primary factor in awarding contracts.

4. CACFP 06-2016 Disclosure Requirements for the Child Nutrition Programs

This memo outlines sharing of income eligibility information. We ask that you contact the state agency if you will be getting information from a school district so we can help facilitate the transfer of information. You need to contact the correct person at the district and they need to understand that you are one of the Child Nutrition Programs in order to share the information.

5. Make It Local – Recipes for Alaska’s Children Cookbook

The purchasing of locally grown or harvested foods has risen substantially in the last few years. In increasing the use of local foods, there was a corresponding need for recipes using Alaska grown and harvested products that are less common in the Lower 48 such as moose and reindeer. Through a grant from USDA Team Nutrition, the Department of Education & Early Development in collaboration with the UAF Cooperative Extension Service and the Farm to School Program created the *Make it Local; Recipes for Alaska’s Children* cookbook.

The cookbook contains a collection of “from scratch recipes” highlighting local foods and have been tested to be “kid-friendly”. The recipes have been standardized for 25 or 75 servings and meet the meal portion requirements for both NSLP and CACFP, please note that portion sizes may need to be reduced for younger children.

We will have hard copies of the cookbook available for handout during program training and various conferences. If you would like a hard copy of the cookbook sent to you please contact Jan Mays at jan.mays@alaska.gov or call at 907-465-8712.

The cookbook can also be seen on the CNP webpage, please use the links below:

Menu Resources

https://education.alaska.gov/tls/cnp/cookbook/Make_It_Local.pdf

Traditional food and Donated Fish and Game

<https://education.alaska.gov/tls/cnp/TFDFG.html>

6. Procurement Training, Procurement Plan and Procurement Resources

Alaska Child Nutrition Programs is beginning a series of administrative audioconferences for school nutrition. In January we will hold two different training sessions:

Informal Procurement

This training will provide an overview of informal procurement requirements under micro purchasing and small purchasing. We will discuss the USDA record keeping requirements as well as the required processes for these procurement methods. This training will be held **January 14 at 1:30** and repeated on **January 15 at 9:30**. To sign-up, please register online at

<https://www.surveymonkey.com/r/7T6ZS32>

CNP Procurement Plan Template

Federal regulations require that all agencies have a procurement plan. For agencies who do not already have a procurement plan, Child Nutrition Programs has developed a template that may be edited for program use. This training will provide an overview of the federally required elements of the procurement plan and walk through the template provided. This training will be held **January 27 at 1:30** and repeated on **January 28 at 9:30**. To sign-up, please register online at <https://www.surveymonkey.com/r/9VPLKQT>

If you have any questions, please feel free to contact our office.

Procurement Resources

Procurement plan template as well as many other resources can be found on the Alaska Child Nutrition Program website: <https://education.alaska.gov/tls/cnp/procurement.html>.

7. Everything CACFP Take ACTION Challenge

This challenge encourages CACFP participants to select a challenge from any of the five groups: (Group 1-CACFP take ACTION Launch, Group 2-USDA Resources and Best Practices, Group 3-Health and Wellness, Group 4-Educate and Advocate, Group 5-CACFP Campaigns. You can locate the challenge list at: <http://www.cacfpactionchallenge.org/>. You can read the Challenge Guide that is with this bulletin on <https://education.alaska.gov/tls/cnp/CACFP4.html>.

8. ChopChop Magazine Cooking Club

The ChopChop Cooking Club has been so popular that they are going keep it going. Starting in January, they're going to have six new challenges for our members along with new badges and new opportunities to win prizes. Every month, they'll send out a basic recipe, and include step-by-step instructions, shopping tips, food facts, and more. Want to join the club and complete the first six challenges? It's not too late to sign up. Go to: <http://www.chopchopcookingclub.org/user/register>.

Contact Information

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Commonly Used Acronyms

CACFP – Child and Adult Care Food Program
CNP – Child Nutrition Programs
FNS – Food & Nutrition Services
FNSRO-Food & Nut Services Reg. Office
USDA – U.S. Department of Agriculture
LEA – Local Education Authority
DEC – Department of Conservation

All attachments for this bulletin can be found on the State of Alaska Child Nutrition Programs, CACFP Bulletins page: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

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