



BULLETIN :

Child and Adult Care Food Program

Child Care Centers & Day Care Homes
www.eed.state.ak.us/tls/cns

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To: CACFP Sponsors
Program Reviewers

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From: Ann-Marie Martin
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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 Services office if you need further clarification.

USDA Policy, Information and Implementation Memos

1. CACFP – 05-2008 Sharing Income Eligibility Information between Child Nutrition Programs
2. CACFP – 06-2008 Rebates from the Economic Stimulus Act of 2008
3. CACFP – 07-2008 Automatic Eligibility for Free Meal Benefits Extended to All Children Enrolled in Head Start and EED CNS Memo for Child Care Centers regarding USDA Policy Memo CACFP 07-2008
4. CACFP – 08-2008 Streamlining At-Risk Afterschool Meal Participation for School Food Authorities Currently Participating in the National School Lunch Program
5. Income Eligibility Guidelines for FY2009 and Implementation Memo – SP 12 Statutory Changes in the Free and Reduced Price Eligibility Determination Process and Revised Prototype Application

Additional Topics

6. Welcome our new CACFP Assistant at CNS
7. CACFP Annual Training and Physical Activity & Nutrition (PAN) training
8. Updates/Renewals for Fiscal Year 2009 (FY2009) – changes this year
9. CACFP CNP Web Data Entry Training
10. Food Recall Notification by CNS
11. USDA Child Nutrition/WIC Reauthorization Listening Session

1. CACFP – 05-2008 Sharing Income Eligibility Information between Child Nutrition Programs

This memo highlights previous guidance on the disclosure of eligibility information between child nutrition programs. The Local Education Authority (LEA) that is responsible for making free and reduced priced meal or free milk eligibility determinations is also responsible for the decision on what information may be released, and to whom. The release of eligibility information between Child Nutrition Program is an administrative option that is encouraged, but is not required. Personal data must still be protected in regards to privacy and confidentially. It must be clear that the receiving person of the eligibility information cannot share that

information with any other entity. Child Care Centers may request information from their LEA do so with the understanding that their request may be denied. By working with the LEA and outlining who in your agency will have access to the information (on a need-to-know basis) and how this information will be kept confidential would be beneficial.

2. CACFP – 06-2008 Rebates from the Economic Stimulus Act of 2008

The rebates checks made under the Economic Stimulus Act of 2008 are to be EXCLUDED from income when determining eligibility. They are a one-time, lump-sum payment and are therefore not considered income.

3. CACFP 07-2008 Automatic Eligibility for Free Meal Benefits Extended to All Children Enrolled in Head Start and EED CNS Memo for Child Care Centers regarding USDA Policy Memo CACFP 07-2008

All reimbursable meals served to children enrolled in Head Start may be claimed at the free rate. The President signed Public Law 110-134 on December 12, 2007. All Head Start claims have been revised to show this change.

Child Care Centers may also benefit from the above mentioned change regarding over-income enrolled Head Start children qualifying in the free category on your next 30-day Attendance Roster and Rate Percentage Certification. Child Care Centers who have children attending who are enrolled in Head Start and did not qualify in the free category during your 30-day attendance study for FY08 may wish to consider re-doing your 30-day attendance study for December 2007 to capture the change in qualification. Follow the instructions listed on memo.

4. CACFP – 08-2008 Streamlining At-Risk Afterschool Meal Participation for School Food Authorities Currently Participating in the National School Lunch Program

School Food Authorities (or Local Education Authority – LEA) may operate a CACFP at-risk afterschool meals in a manner that is consistent with the NSLP requirement.

5. Income Eligibility Guidelines for FY2009 and Implementation Memo – SP 12 Statutory Changes in the Free and Reduced Price Eligibility Determination Process and Revised Prototype Application

The new income eligibility guidelines are to be used from July 1, 2008 through June 30, 2009. The guidelines look a little different this year with more categories for frequency of income. If all income that is received is one frequency (ie monthly income) then use the monthly column. If income is in different frequencies (ie work income is every 2 weeks and child support is monthly) then you will convert both incomes to annual income and add together.

The SP12 memo is being sent to CACFP sponsors for clarification on income conversion as it applies to the upcoming 30-day study you will be doing. This memo was sent to the National School Lunch programs but it has a good description on converting income if the families receive income in various frequencies (weekly, every two weeks, twice monthly, monthly, or annually). It is important that you convert the various incomes to an annual amount in order to compare against the income guidelines.

6. Welcome our new Education Assistant at CNS

Tonia Haggard moved over to another department within the State of Alaska recently so our office has been a little empty lately. As of last week we have a new CACFP assistant and her name is Loretta Pittman. Loretta transferred here from the EED Director's office and we're very

glad to have her join the CNS team. Many of you will have a chance to meet her at the Fall training in Anchorage.

7. CACFP Annual Training

Administrative Update training is required for all administrators of Child Care Centers on a yearly basis. CACFP Program Basics training is required for all new administrators and new cooks of Child Care Centers. Training information and registration form is attached. Deadline for submitting training registration for Anchorage and Fairbanks training is August 21, 2008.

We have once again scheduled the Obesity Prevention and Control Program's Physical Activity and Nutrition Training (PAN) to coincide with the CACFP trainings. There are a limited number of scholarships available for transportation, hotel expenses, daily per diem, and substitute classroom teacher expenses. PAN Training registration & scholarship application can be found at: <http://www.pan.iialaska.com/>. Participants will learn about childhood overweight, how to implement strategies in the childcare setting to increase physical activity & healthy food choices, and how to help parents increase activity at home and improve food choice.

8. Updates/Renewals for Fiscal Year 2009 (FY2009) – changes this year

Beginning this year all sponsors of centers and day care homes will be accessing the CNP Web to update their sponsor information, site information, and provider information (for day care home sponsors). You will be receiving information via e-mail with the Update/Renewal instructions and forms that are to be submitted to CNS. Those programs that are in their Management Plan year (every 3 years) will receive a word document to fill out and e-mail back to CNS. We hope to have the Management Plan in our database sometime this year so you can update as changes are made within your organization and with your policies and procedures.

Most of you are already on-line claiming so this is the next step – we're excited to have you come on board. We expect you to continue to monitor your information pages and keep CNS informed of any changes that are taking place with your staff, board of directors, meal service and provider's information (if applicable). Update/Renewal packets are expected to be sent out to you later next week.

9. CACFP CNP Web Data Entry Training

A tutorial will be sent with your Update/Renewal packets to assist you in updating your sponsor, site and provider (if applicable) information sheets. For many of you this will be sufficient in guiding you through the updating process since you're already on-line claiming. If, after reading the tutorial and going on-line to understand the mechanics of updating, you have questions then maybe a CNP Web Data Entry Training (conference call training) is for you. Please contact Loretta Pittman to reserve your spot at one of the following training dates/times:

Tuesday, July 29th 9:30 a.m.

Tuesday, August 26th 9:30 a.m. (The training should not last more than 1 hour)

Tuesday, August 26th 1:30 p.m.

Tuesday September 23rd 9:30 a.m.

10. Food Recall Notification by CNS

You will be receiving e-mail updates from our CNS Food Distribution Program related to USDA food recalls. These will also be posted on our CNS Food Safety, Wellness & Nutrition Resources page: <http://www.eed.state.ak.us/tls/cns/Resource.html>. Please read these updates as they may affect your programs.

11. USDA Child Nutrition/WIC Reauthorization Listening Session

Congress will soon begin consideration of the 2009 reauthorization of the Child Nutrition Programs (CNP) and the Special Supplemental Nutrition Program for Women, Infants and Children (WIC). Representatives from state agencies, local program offices, professional organizations, industry, advocacy groups, as well as program participants, and other interested parties are invited to attend a listening session in San Francisco, California on August 6th from 10:00 a.m.-3:00 p.m. If you are going to be in the San Francisco area and would like information on this listening session please contact our office.

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Commonly Used Acronyms

CACFP – Child and Adult Care Food Program
CNS – Child Nutrition Services
FNS – Food & Nutrition Services
USDA – U.S. Department of Agriculture
CNP – Child Nutrition Program
DEC – Department of Conservation
LEA – Local Education Authority

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