



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
and Program Reviewer

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From: Ann-Marie Martin
CACFP Program Specialist

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. USDA Policy Memo CACFP 07-2009 Excess Summer Meals

Bulletin Topics

2. CACFP Annual Update and Renewal
3. CACFP Annual Training – all programs must attend a Fall, 2009 training to stay in compliance with the annual training requirement
4. CACFP Reimbursement Rates for July 1, 2009 through June 30, 2010
5. CACFP Claim for Reimbursement Calendar
6. Mealtime Memos: No. 5, 2009 *How to Use Mealtime Memos for Training*; No. 6, 2009 *Timesaving Tips for Mealtime*; No. 7, 2009 *Emergency Preparedness*

1. USDA Policy Memo CACFP 07-2009 Excess Summer Meals

USDA is encouraging Summer Food Service Programs (SFSP) and Child and Adult Care Food Program (CACFP) sites to avoid food waste and make use of excess food, in some instances, by donating leftover food to other organizations. You may not claim meal reimbursement for donated food by collaborating with other hunger organizations, but the SFSP and CACFP sponsors can expand the reach of these important programs.

2. CACFP Annual Update and Renewal

The FY2010 Update and Renewal Packets are posted on-line at the State of Alaska Child Nutrition Services website: <http://www.eed.state.ak.us/tls/cns/CACFP2.html>

Each returning Child Care Center sponsor has received an e-mail with instructions for FY2010. Please note that all 30-day study periods will now take place from October 1st through October 30th each year. There are two deadlines for submission of materials that are noted in the instructions. If you have questions please contact Loretta or Ann-Marie at CNS.

3. CACFP Annual Training for Child Care Centers

The Administrator for CACFP child care centers must attend the Administrative Update training to stay in compliance with the annual training requirement. A representative from each organization must attend the training in August (only for Early Head Start and Head Start programs) or September, 2009. Training will take place in Anchorage, Fairbanks, and Juneau. The Juneau training will also be a distance delivery training for those programs that find it impossible to attend an in-person training.

We are anticipating these trainings to be quite full, so please sign up one attendee. If you wish to have more staff attend please put them on the waiting list on the training registration form. Loretta will contact you if we have space available for more staff members.

Please see the Training Registration and information connected with this bulletin. **Deadline for training registration is August 14th.**

4. CACFP Reimbursement Rates

The updated reimbursement rates have come out for July 1, 2009 through June 30, 2010. Please see the Reimbursement Rate sheet connected with this bulletin.

5. CACFP Claim for Reimbursement Calendar

Please print the Claim for Reimbursement Calendar that is connected with this bulletin. We request you submit your claim for reimbursement as soon as possible after the end of each program month. You have up until 60 days after the end of a claim month before you can no longer file a claim. If you realize at some point that you have over-claimed and been over-paid you can do a downward adjustment. If it is past the 60-day deadline, please notify the state agency to assist you in filing this late claim.

6. Mealtime Memos: No. 5, 2009 *How to Use Mealtime Memos for Training*; No. 6, 2009 *Timesaving Tips for Mealtime*; No. 7, 2009 *Emergency Preparedness*

Mealtime Memo for Child Care is issued by the National Food Service Management Institute (NFSI). These issues give helpful information, along with recipes and menus. You can access all the Mealtime Memos at the NFSMI website: <http://www.nfsmi.org>

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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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