



BULLETIN:
**Child and Adult Care Food
Program**

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

To: CACFP Sponsors
And Program Reviewers

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Bulletin: 2010-06

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 16-2010 Update on Publication of Poverty Guidelines and Income Eligibility Guidelines

Bulletin Topics

2. Annual Update and Renewal of Early Head Start, Head Start and Child Care Centers
3. Annual Fall Training Reminder
4. CACFP Reimbursement Rates for July 1, 2010 – June 30, 2011
5. CACFP Claim for Reimbursement Calendar
6. Women, Infant and Children (WIC) Brochure
7. Vended Meal Agreement/Contract Reminder
8. DEC Planned Fees for Food Worker Cards starting September 15, 2010
9. Youth Garden Grants
10. Mealtime Memos: No. 7 2010 Snacks as Mini Meals

1. USDA Policy Memo CACFP 16-2010 Update on Publication of Poverty Guidelines and Income Eligibility Guidelines

The purpose of this memorandum is to provide an update on the status of the 2010-2011 Income Eligibility Guidelines (IEGs) for the Child Nutrition Programs. The updated Poverty Guidelines issued August 3, 2010, by the Department of Health and Human Services do not represent a change in the IEGs for the Child Nutrition Programs. Therefore, in making eligibility determinations for free and reduced price meals for School Year 2010-11, schools and institutions should continue to utilize the 2009-2010 IEGs.

2. Annual Update and Renewal of Early Head Start, Head Start and Child Care Centers

The FY2011 Renewal and Update Packets are posted on-line at the State of Alaska Child Nutrition Services website: <http://www.eed.state.ak.us/tls/cns/CACFP.html>

The 30-day study period is October 1st through October 30th. Hand out the Confidential Income Statements and letters to parents within this time period. All signatures of parents and categorization by staff need to occur within this timeframe.

Please see the List of Programs in Renewal Year or Update Year that is posted on the website. This will show what year your program is in. Please follow the instructions posted for your program year.

All agreements or contracts for purchased meals need to be approved prior to program start-up

3. Annual Fall Training Reminder

CACFP Annual training is required and will be offered in three locations. It has been posted in a prior bulletin and on the CACFP website: <http://www.eed.state.ak.us/tls/cns/CACFP3.html>

4. CACFP Reimbursement Rates 7/1/10-6/30/11

The updated reimbursement rates have come out for July 1, 2010 through June 30, 2011. 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. Claims should be submitted to the state through the CNP web database within the first 30 days after the end of the claim month. You may not do an upward adjustment past 90 days after the end of the claim month.

6. WIC Brochure

All child care programs (centers, EHS, HS, outside school hours care centers, at-risk after school snack sites) are required to post the USDA WIC program information. Please contact your local WIC office to get a WIC poster and WIC brochures. Please see their website at: <http://www.hss.state.ak.us/dpa/programs/nutri/WIC/default.htm>

7. Vended Meal Agreement/Contract Reminder

Bulletin number 2010-04 and 2010-05 included important information related to programs that are purchasing meals. Make sure you submit documentation prior to implementation of any new agreement or contract for the upcoming program year. It is very important that CNS approves your upcoming Vended Meal Agreements/Contracts before you start serving meals as the programs will not be reimbursed for any meals served prior to the state approval taking place. You can find the Vended Meal Agreement/Contract template at: <http://www.eed.state.ak.us/tls/cns/CACFP2.html>

8. DEC Planned Fees for Food Worker Cards starting September 15, 2010

Food workers have until mid September to get their Alaska food worker card at no cost. On September 15, the Department of Environmental Conservation (DEC) will begin charging \$10 for all new, renewed and replacement cards. Cards are valid for three years. DEC will offer a payment system that accepts online credit card and bank fund transfers, as well as payments by mail using a check or money order. <http://www.dec.state.ak.us/eh/fss/training/training.html>

The Municipality of Anchorage is now issuing food worker cards at a charge. Contact the Municipality for information if you are operating within the Municipality of Anchorage. <http://www.muni.org/Departments/health/environment/FSS/Pages/fssfood.aspx#fssforms>

DEC requires that all staff members who come in contact with food have their food worker card. This does not apply to volunteers, or programs that do not have a permit with DEC or Muni.

9. Youth Garden Grants

Youth Garden Grants sponsored by The Home Depot and The National Gardening Association (NGA).

NGA awards Youth Garden Grants to schools and community organizations with child-centered garden programs. In evaluating grant applications, priority will be given to programs that emphasize one or more of these elements:

- educational focus or curricular/program integration
- nutrition or plant-to-food connections
- environmental awareness/education
- entrepreneurship
- social aspects of gardening such as leadership development, team building, community support, or service-learning.

Applicants must plan to garden with at least 15 children between the ages of 3 and 18 years. Five programs will receive gift cards valued at \$1000 (a \$500 gift card* to The Home Depot and a \$500 gift card to the Gardening with Kids catalog and educational materials from NGA. For further information go to <http://www.kidsgardening.org/ygg.asp>.

10. Mealtime Memos: No. 8, 2010 Serving Safe Food in Child Care

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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