



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

Child Nutrition Programs
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**Child Care Centers &
Day Care Homes**
www.eed.state.ak.us/tls/cnp

To: CACFP Sponsors
CACFP Program Reviewers

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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 Programs office if you need further clarification.

USDA Policy, Information and Implementation Memos

1. [USDA Policy Memo CACFP 25-2011 Translations for the Free and Reduced Price School Meals Application and Child and Adult Care Food Program meal benefit Income Eligibility Form](#)
2. USDA TA 05-2011 Revised Shelf Stable< Dried Snacks Made from meat, Poultry, or Seafood
3. [USDA Policy Memo SP 41-2011 Child Nutrition Reauthorization 2010: Indirect Cost Guidance](#)

Bulletin Topics

4. Annual Update and Renewal of Early Head Start, Head Start and Child Care Centers
5. Annual Fall Training Reminder
6. National Food Service Management NFSMI Training Opportunity October 25th in Anchorage
7. Vended Meal Agreement/Contract Reminder
8. Creditable Fluid Milk Substitutions
9. CACFP Reimbursement Rates for July 1, 2011 – June 30, 2012
10. CACFP Claim for Reimbursement Calendar
11. Child Nutrition labeling
12. Two Grant Opportunities
13. [Mealtime Memo: Celebration Ideas for Happy, Healthy Events](#)

1. [USDA Policy Memo CACFP 25-2011 Translations for the Free and Reduced Price School Meals Application and Child and Adult Care Food Program meal benefit Income Eligibility Form](#)

USDA has created the Free and Reduced Price CACFP Meal Benefit Income Eligibility Form into 33 different languages. In Alaska we use a different form due to our unique income from the Permanent Fund Dividend. If you have participants, or potential participants, with limited English ability please contact Ann-Marie Martin, CACFP Program Specialist for guidance.

2. USDA TA 05-2011 Revised Shelf-Stable, Dried Snacks Made from meat, Poultry, or Seafood

This memo reminds programs that shelf-stable, dry, or semi-dry, meat snacks do not credit in any meal served under the USDA Child Nutrition Programs. These dried meat, poultry, and seafood snacks have a variety of fanciful and parenthetical names because the USDA product formulation standards vary widely. Non-creditable meat snacks can include but are not limited to the following products: *smoked snack sticks made with beef and chicken; summer sausage; pepperoni sticks*; meat, poultry, or seafood jerky such as *beef jerky, turkey jerky, and salmon jerky*; and meat or poultry nuggets (shelf-stable, non-breaded, dried meat or poultry snack made similar to jerky) such as *turkey nuggets*. Please read the attached memo for more information.

3. [USDA Policy Memo SP 41-2011 Child Nutrition Reauthorization 2010: Indirect Cost Guidance](#)

This memo provides guidance on child nutrition program rules pertaining to indirect costs. The memo is directed at the National School Lunch Program (NSLP) but is very pertinent to the CACFP as well.

To ensure that you are operating your food program as a nonprofit food service you must make sure you are charging only those expenses that are reasonable and necessary to provide quality meals for the CACFP. In general, the full cost of the CACFP may include both direct and indirect costs. Direct costs are incurred specifically for the CACFP, and can be readily identified to a particular food service objective (such as food and cook's labor). Indirect costs may be for such things as utilities, and should be allocated so only a portion of the expense is paid out of the CACFP reimbursement. Allocation of indirect cost is necessary because it identifies the portion of the costs benefitting the CACFP.

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

The FY2012 Renewal and Update Packets are posted on-line at the State of Alaska Child Nutrition Services website: <http://www.eed.state.ak.us/tls/cnp/CACFP5.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

5. 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/cnp/CACFP3.html>

6. National Food Service Management NFSMI Training Opportunity October 25th in Anchorage

We have organized three trainings to take place in Anchorage on October 25, 2011. The National Food Service Management Institute (NFSMI) will be presenting the following topics:

- Measuring Success with Standardized Recipes 8:00-10:00 a.m.
- Meeting Children's Special Food and Nutrition Needs in Child Nutrition Programs 10:15-noon
- On the Road to Professional Food Preparation 1:00-4:00 p.m.

These trainings are open to all CACFP, SFSP, and NSLP participating agencies and are highly recommended. Please see the attached flyer/registration form. Registration deadline is October 15, 2011.

7. Vended Meal Agreement/Contract Reminder

Bulletin number 2010-04 and 2010-05 (found on the Child Nutrition Program webpage: <http://www.eed.state.ak.us/tls/cnp/CACFP4.html>) 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 CNP 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/cnp/CACFP2.html>

8. Creditable Fluid Milk and Fluid Milk Substitutions

This is a reminder that starting October 1, 2011 you must serve creditable fluid milk to participants in the CACFP. The new requirement states you must serve non-fat or 1% milk fat to children two (2) years and older. The American Academy of Pediatrics recommends full fat milk to children from their first to their second birthday. At this age the child needs fat in their diet to ensure proper growth and brain development. Dietary fat serves a number of other important functions as well, including providing energy and promoting wound healing. It also helps the children absorb certain vitamins.

CACFP Bulletin 2008-11 outlined the requirements for Fluid Milk Substitutions and after research we have found two (2) substitutions you may use: Pacific Ultra Soy or 8th Continent Soy Milk. They contain the required nutrients and amounts to be creditable in the child nutrition programs. If you find other brands you must send all the information to the state for prior approval. Please see CACFP Bulletin 2008-11 for requirements.

9. CACFP Reimbursement Rates 7/1/11-6/30/12

The updated reimbursement rates have come out for July 1, 2011 through June 30, 2012. Reimbursement Rate sheet is attached.

10. CACFP Claim for Reimbursement Calendar

Please print the Claim for Reimbursement Calendar that is attached. Claims should be submitted to the state through the CNP web database within the first 30 days after the end of the claim month. Upward adjustments can then take place up to 90 days after the end of the claim month.

11. Child Nutrition Labeling

USDA's Agricultural Marketing Service (AMS) has published a list of manufacturers that have met the Food and Nutrition Service's Quality Control Program requirements for the CN Labeling Program. Use the following link: <http://www.fns.usda.gov/cnd/cnlabeling/authorized.htm>

USDA's Agricultural Market Service (AMS) has published a list of manufacturers that have met the Food and Nutrition Service's Quality Control Program requirements for the CN Labeling Program. The product name on the food carton with the CN Label may not necessarily match the product description from the list.

You need to use the manufacturer link to get the EST code, and then use that code on the next link for CN labels. As a reminder, CN labels are not required for combination foods, but it is easier. A manufacturer's formulation sheet can be accepted but is more difficult to get.

12. Two Grant Opportunities

1) The Yes To Carrots Seed Fund- Grants for Organic Food Sources

These grants are available to underserved communities who would like assistance with developing and sustaining an organic food source and access to healthy nutrition. A range of grants are made to help with seeds, plants, equipment, irrigation support and technical know-how.

More information: <http://www.yestocarrots.com/yes-to-seed-fund.html>

2) 2011 School Garden Grant Project

Learning about the process of growing food helps children develop a deep understanding of the connection between healthy eating and a healthy body. School gardens offer an opportunity to integrate math, science and health curriculum into a dynamic, interactive setting. They also provide a base of knowledge that allows children to take an active role in healthy food choices.

More information: <http://wholekidsfoundation.org/gardengrants.php>

13. Mealtime Memo: Celebration Ideas for Happy, Healthy Events

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 the entire Mealtime Memo library at the NFSMI website: <http://www.nfsmi.org>.

Contact Information

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Commonly Used Acronyms

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

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