



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

Child Nutrition Programs
Teaching and Learning Support
801 West 10th Street, Suite 200
P.O. Box 110500
Juneau, Alaska 99811-0500
Phone: (907) 465-8711
Fax: (907) 465-8910
Email:
annmarie.martin@alaska.gov

To: CACFP Agencies
CACFP Program Reviewers

Date: July 5, 2016

From: Ann-Marie Martin
CACFP Coordinator

Bulletin: 2016-08

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 11-2016 State Agency Prior Approval Process for School Food Authority (SFA) Equipment Purchase
2. CACFP 12-2016 Updated Guidance: Contracting with Food Service Management Companies
3. CACFP 13-2016 Use of Share Tables in At-Risk
4. CACFP 14-2016 Early Implementation of the updated CACFP Meal Pattern Requirements and the NSLP Breakfast Programs' Infant and Preschool Meal Patterns
5. CACFP 15-2016 Optional Best Practices to Further Improve Nutrition in the CACFP Meal Pattern

Bulletin Topics

6. CACFP Annual Training
7. eLearning Overview (new)
8. Mealtime Memo: Got Time? Online Courses for Professional Development

1. CACFP 11-2016 State Agency Prior Approval Process for School Food Authority (SFA) Equipment Purchase

This memorandum updates the policy memo dated March 28, 2014 to include new regulation citations for the cost principles related to the purchase of equipment.

2. CACFP 12-2016 Updated Guidance: Contracting with Food Service Management Companies

This memo and attachments refer to **updated guidance for State agencies and School food authorities (SFA) contracting with food service management companies (FSMC)**. The updated guidance for State agencies includes information on appropriate procurement methods, considerations when using prototype solicitations, the process of evaluating and scoring criteria for contract award, and monitoring responsibilities. The guidance also includes contract amendments to be avoided, unacceptable contract provisions, and how to address conflicting contract terms.

3. CACFP 13-2016 Use of Share Tables in At-Risk

This memorandum extends the use of share tables to the CACFP's at-risk afterschool component and provides a reminder to all Child Nutrition Program operators of the opportunity presented by share tables to reduce food waste and the food safety requirements that must be followed when using share tables during meal service.

4. CACFP-14-2016 Early Implementation of the updated CACFP Meal Pattern Requirements and the NSLP Breakfast Programs' Infant and Preschool Meal Patterns

This policy memorandum is giving options to State agencies in allowing CNP operators to implement certain provisions of the new meal pattern earlier than October 1, 2017. EED will be looking at the options; after training from USDA in the winter of 2017 the State training to programs on the CACFP meal pattern in early Spring 2017; there may be options for early implementation. Attendance at training and approval will be required by agencies prior to implementation. Further information will be provided in upcoming CACFP Bulletins.

5. CACFP 15-2016 Optional Best Practices to Further Improve Nutrition in the CACFP Meal Pattern

This policy memorandum outlines optional best practices to go beyond the meal pattern requirements in the CACFP and provides resources to help centers and day care homes implement the best practices.

6. CACFP Annual Training

Annual required training is coming up in August and September. Please complete the training registration form for your type of program and submit no later than July 15th to Cyde Coil.

Register the person who is responsible for CACFP for this required training. They will then be responsible for 1) training staff for specific job duties and 2) passing information to staff that are part of the CACFP team that manages the program (for instance, the accountant, cook, director, etc.).

Please attend the training in your area if this is an option. Distance delivery is reserved for adult care, emergency shelters, at-risk programs and agencies outside the Anchorage or Fairbanks areas.

Training options:

- Child Care / Outside School Hour Care – (in person and distance delivery)
- Adult Care (distance delivery)
- Emergency Shelter (distance delivery)
- At-Risk Afterschool Meals (distance delivery)
- Head Start (in-person)

The training registration forms are included with this bulletin at:

<https://education.alaska.gov/tls/cnp/CACFP4.html>

7. eLearning Overview (new)

The Alaska Department of Education and Early Development has changed the elearning site and has an updated Overview for program operators. Please find the overview on the CACFP Bulletins page:

<http://education.alaska.gov/tls/cnp/CACFP4.html>.

8. Mealtime Memo: Got Time? Online Courses for Professional Development

This month's Mealtime Memo focuses on the online courses that are available on their website. You can find the Mealtime Memo at the CACFP Bulletins page: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

Contact Information

Ann-Marie Martin, Program Coordinator
(907) 465-8711 fax (907) 465-8910
annmarie.martin@alaska.gov

Alicia Stephens, Program Specialist
(907) 465-4788 fax (907) 465-8910
alicia.stephens@alaska.gov

Cyde Coil, Education Assistant
(907) 465-4969 fax (907) 465-8910
cyde.coil@alaska.gov

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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- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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