



BULLETIN :

Child and Adult Care Food Program

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

Child Nutrition Services
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 Sponsors
Program Reviewer

Date: September 15, 2008

From: Ann-Marie Martin
CACFP Program Specialist

Bulletin: 2008-06

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 State Policy Memorandum #18 Combination Food Components
2. CACFP State Policy Memorandum #19 Electronic Submission of Applications & Claims
3. Alaska Child Nutrition Services Policy – Determination of Income Eligibility and Permanent Fund Dividends

Additional Topics

4. December 15th – Final Deadline for submitting completed Update or Renewal
5. Letter from the Director of the Department of Education & Early Development
6. CACFP Claim for Reimbursement Calendar – Program Year 2008-2009
7. Mealtime Memo: No. 9, 2008 *Teaching Children about the Food Groups: Vegetables*

1. CACFP State Policy Memorandum #18 Combination Food Components

Combination foods encompass multiple components combined together and can be credited towards two different component groups. Previously programs have been crediting up to three components in their combination foods but the state of Alaska has been training programs that this is now being limited to two components since fall of 2007. If a child does not like a combination food they will only be losing two component groups under this new policy.

2. CACFP State Policy Memorandum #19 Electronic Submission of Applications & Claims

Alaska Child Nutrition Services has fully implemented an online system of program application and submission of claims for reimbursement. It is now a requirement that all programs utilize this online system.

3. Alaska Child Nutrition Services Policy – Determination of Income Eligibility and Permanent Fund Dividends

Effective immediately (this was sent to programs via e-mail on 9/5/08) all sponsors of centers and family day care homes must use the Permanent Fund Dividend (PFD) received the previous

calendar year to calculate income eligibility. Until December 31st, 2008 the 2007 PFD is used to calculate annual income. As of January, 2009 the 2008 PFD is required for calculations.

4. December 15, 2008 is the Final Deadline for Submitting completed FY2009 Updates and Renewals

If Child Nutrition Services has not received a complete update or renewal packet for center(s) or family day care home sponsors it will be considered closed as of September 30, 2008. If the institution still wishes to participate in the CACFP for FY2009 they must complete a new application packet. Contact CNS if you need an application packet sent to you after the December 15th deadline.

5. Letter from the Director of the Department of Education and Early Development

The one time Resource Rebate (\$1,200 per person) from the State of Alaska should not be included as income when households fill out their application for free and reduced lunch (or in CACFP we also refer to it as the Confidential Income Statements).

6. CACFP Claim for Reimbursement Calendar – Program Year 2008-2009

Claim submissions should be done within 30 days of the end of the claim month. The absolute deadline for submitting a claim is 60 days from the end of the claim month. If you have submitted a claim for reimbursement but have an upward adjustment (your program was underpaid) to make you may file an amended claim within 90 day from the end of the claim month. If you find an error and need to make a downward adjustment (your program was overpaid) you may do this amendment any time after the claim month.

7. Mealtime Memo: No. 9, 2008 *Teaching Children about the Food Groups: Vegetables*

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/ResourceOverview.aspx?ID=87>

Contact Information

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

Loretta Pittman, Education Assistant
(907) 465-4969 fax (907) 465-8910
loretta.pittman@alaska.gov

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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