



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
And Program Reviewers

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Bulletin: 2010-04

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.

Bulletin Topics

1. Annual Fall Training – Save the Date!
2. Food Service Management Contracts/Vended Meal Agreements
3. Municipality of Anchorage Food Worker Card Requirement
4. Revocation of Nonprofit status for programs that have not filed three consecutive annual returns with the IRS
5. New staff at Child Nutrition Services
6. Claims may be reimbursed slower in coming months
7. Mealtime Memos: No. 4, 2010, No. 5, 2010 and No. 6, 2010

1. Annual Fall Training – Save the Date!

CACFP Annual training is required and will be offered in three locations. At this point we have the mandatory annual training one day and we will be offering an optional infant training on the second day.

The dates of training are:

Anchorage: September 8th – CACFP Annual Training
September 9th – Infant Training and Other topic not yet set

Fairbanks: September 16th – Infant Training and Other topic not yet set
September 17th – CACFP Annual Training

Juneau/ Distance: September 22nd – CACFP Annual Training
September 23rd – Infant Training and Other topic not yet set

2. Food Service Management Contracts/Vended Meal Agreements

This packet has the following attachments:

- 1) Food Service Management Contracts/Vended Meal Agreements
Please print the 2011 Food Service Management Contract/Vended Meal Agreement for the upcoming program year. This form has changed and programs must use the updated form. We

are working towards a more comprehensive contract/agreement so both parties are very clear on the expectations and the consequences of their actions. This agreement **MUST** be submitted to Child Nutrition Services (CNS) and be approved by CNS **PRIOR** to implementation. You may not use USDA funds to pay contractors/vendors that are not approved by CNS prior to start-up. This means that if your contract starts in September with the school year you need to submit this contract **PRIOR** to the start of the school year to be approved by CNS. **Submit to CNS for approval prior to implementation.**

- 2) Renewal Checklist – Use this if you are planning on renewing your contract. This documents the quality of the service during the past program year. **Submit to CNS by July 15, 2010.**
- 3) Portions of 7CFR 226 that address Food Service Management Contracts – For your records.

3. Municipality of Anchorage Food Worker Card Requirement

As of January 1, 2010, food workers in Anchorage are required to have a food worker card that is distributed through the Municipality of Anchorage. The State of Alaska DEC food worker card will no longer be sufficient. Staff can obtain a food worker card by passing the food worker exam. The food worker certification exam can be completed at the following locations:

Anchorage CHARR, 610 C Street, Suite B-1

Monday-Friday from 9:00 a.m. – 11:30 a.m. and 1:00 p.m. – 4:30 p.m. on a walk-in basis.

Municipality of Anchorage Food Safety & Sanitation, 825 L Street, 3rd Floor

Monday-Friday from 8:30 a.m. – 4:00 p.m. on a walk-in basis. There is a \$10 fee for the exam.

Contact the Municipality Food Safety & Sanitation Department to offer the training and exam at your center, for your staff. For questions about food worker cards, please contact 343-4200.

Compliance with this new requirement will be checked during Anchorage area CACFP Administrative reviews.

4. Revocation of Nonprofit status for programs that have not filed three consecutive annual returns with the IRS

The Pension Protection Act of 2006 requires the IRS to revoke the federal tax exemption of any organization that has failed to file three consecutive annual returns (Form A 990-N, 990-EZ, 990, or 990-PF). Nonprofits that wish to have their exemptions reinstated will be required to re-apply to the IRS for tax-exempt status, a process that can take several months.

"Once the IRS begins issuing revocation notices in 2011, the sector will change dramatically," noted Bob Ottenhoff, president and CEO of GuideStar. "It will be important for grantmakers, businesses that provide nonprofit discounts, and others who need to verify nonprofit status to know which organizations are still exempt and which are not. As the IRS announces its procedures and as information on the revocations becomes available, we will incorporate them into [GuideStar Charity Check](#), our due-diligence tool for verifying charitable status and researching supporting organizations."

The IRS will begin revoking exemptions on May 17, 2010, but will wait until 2011 to send revocation notices. "Ultimately, the revocation process will benefit the nonprofit sector by weeding out defunct organizations and nonprofits that are not meeting their reporting responsibilities," Ottenhoff explained. "In the short run, however, it will cause hardship for some organizations."

GuideStar estimates that 350,000 to 400,000 nonprofits are in danger of losing their exemptions. A large number of these organizations are smaller nonprofits that previously were not required to file an annual return because their gross revenues were \$25,000 or less. These nonprofits now must file Form A 990-N, which the IRS created in response to the Pension Protection Act.

About GuideStar: GuideStar, www.guidestar.org, connects people and organizations with information on the programs and finances of more than 1.8 million IRS-recognized nonprofits.

<http://www2.guidestar.org/rxg/update-nonprofit-report/nonprofit-resource-center-automatic-revocation-of-tax-exempt-status.aspx>

5. New Staff with Child Nutrition Services CACFP

Lisa Shrestha has left CNS in May to continue homeschooling her daughter. Our new education program assistant, Hannah Barril, will be starting on July 1st. She will have the same phone number: (907) 465-4969. Her e-mail address will be posted on the CNP web welcome page when she starts.

I will be out of the office until July 6th. If you have questions that need to be addressed during my absence please contact Jo Dawson at (907) 465-8710.

6. Claim for Reimbursement will be processed slower in the next few months

Due to staff shortages in DEED Finance office and the normal close-out of state fiscal year end, please be aware that there will be a delay in processing and paying your claims for reimbursement.

7. Mealtime Memos: No. 4, 2010 *Gardening with Children*, No. 5, 2010 *Plenty of Local Produce*, and No. 6, 2010 *Developing Healthy Eating Habits with MyPyramid for Preschoolers*

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>.

Contact Information

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