



**Child & Adult Care Food Program (CACFP)
TRAINING REGISTRATION
Fall 2009**

~ State agency training on the Child and Adult Care Food Program must be attended annually ~

~ There is no registration fee for any of the trainings ~

Anchorage Trainings will be held at:

*BP Energy Center
1014 Energy Ct
Anchorage, AK 99503
(907) 743-4270*

Fairbanks Training will be held at:

*Fairbanks Food Bank
725 26th Avenue
Fairbanks, AK
(907) 457-4273*

Juneau Trainings will be held at:

*State of Alaska, Department of Education & Early Development
Goldbelt Building, 801 W. 10th Street; 1st Floor Auxiliary Board Room*

Administrative Update for Center Directors and Administrators

This training will cover the administration and management of the CACFP, administrative updates, and administrative review trends. It is required annually and more often when you have staff turnover

Training Location	Date	Time Options
<i>Anchorage 2008 at the BP Energy Center</i>	<i>September 9, 2008</i>	<i>8:30 – 11:45 a.m.</i>
<i>Fairbanks at the Fairbanks Food Bank</i>	<i>September 18, 2008</i>	<i>8:30 – 11:45 a.m.</i>
<i>Juneau at the Department of Education</i>	<i>September 24, 2008</i>	<i>8:30 – 11:45 a.m.</i>
<i>Distance Delivery Conference Call</i>	<i>September 24, 2008</i>	<i>8:30 – 11:45 a.m.</i>

Child and Adult Care Food Program Basics

This training is intended for staff who are new to the program or who would like to refresh their knowledge of the basic requirements of the program. Emphasis is on record keeping, the meal pattern, cycle menus and production records. Attendance optional for existing programs, required for new programs or new program administrators.

Training Location	Date	Time Options
<i>Anchorage 2008 at the BP Energy Center</i>	<i>September 9, 2008</i>	<i>1:15 – 4:45 p.m.</i>
<i>Fairbanks at the Fairbanks Food Bank</i>	<i>September 18, 2008</i>	<i>1:15 – 4:45 p.m.</i>
<i>Juneau at the Department of Education</i>	<i>September 24, 2008</i>	<i>1:15 – 4:45 p.m.</i>
<i>Distance Delivery Conference Call</i>	<i>September 24, 2008</i>	<i>1:15 – 4:45 p.m.</i>

**Child & Adult Care Food Program (CACFP)
TRAINING REGISTRATION FORM
Fall 2009**

Anchorage: September 9, 2008

Fairbanks: September 18, 2008

Juneau: September 24, 2008

CACFP Administrative Training is offered twice a year and must be attended once annually.
CACFP Basic Training is mandatory for new programs or new administrators of existing programs.

~No registration fees for any of the trainings ~

Name of Attendee(s)	Write the Location You're Attending (Anchorage, Fairbanks or Juneau)	CACFP ADMINISTRATIVE UPDATE Write the Date Attending	CACFP BASICS Write the Date Attending
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Contact Name _____ Center Name _____ Phone # _____
E-Mail Address _____

- ❖ Anchorage training will be conducted at the BP Energy Center 1014 Energy Ct, Anchorage, AK 99503, Contact number is (907) 743-4270
- ❖ Fairbanks training will be conducted at the Fairbanks Food Bank ▪ 725 26th Avenue, Fairbanks, AK 99701 Contact number is (907) 457-4273
- ❖ Juneau training will be conducted at the Goldbelt Building ▪ 801 W. 10th Street ▪ Board Room -Auxiliary ▪ Contact number is (907) 465-4969

There is a block of rooms reserved at the Extended Stay Deluxe Mid Town, 700 East 34th Ave., Anchorage, AK ▪ Contact (907) 646-4238, \$145.00/night

Please submit training registration forms by August 21, 2008

Fax to: (907) 465-8910 or by e-mail: loretta.pittman@alaska.gov
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