

Wisconsin Department of Public Instruction



February 2023-05

Announcements from the Child and Adult Food Care Program (CACFP)

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Annual Civil Rights Training Reminder (ALL)

All Child and Adult Care Food Program (CACFP) participating agencies **must provide annual civil rights training** to all staff members who interact with program applicants or participants and those persons who supervise these

staff.

In order to assure that all of the USDA Civil Rights required subject matter is covered, agencies should use DPI's CACFP Civil Rights Training PowerPoint and/or its handout version to complete the required CACFP civil rights training. Use the links below for the most current versions.

[CACFP Civil Rights Training PowerPoint](#)
[CACFP Civil Rights Training Handout](#)

Records indicating agency staff who received civil rights training, civil rights topics covered, and date(s) civil rights training was completed must be retained on file. Agencies may utilize the [CACFP Civil Rights Training Attendance Sheet](#) to document its annual civil rights training with all staff.

'And Justice for All' posters were updated by USDA last May 2022, with the updated nondiscrimination statement. Continue to post the 2019 posters or print this [2022 poster](#) to use until the new posters arrive.

Updated Race and Ethnicity Data Form (ALL)

The [Race and Ethnicity Data Form](#) has been updated to include a place to record total Number of Participants as 'Unknown' when ethnicity and/or race data of CACFP participants cannot be obtained from parents/guardians.

In May 2021, the USDA issued a [policy memo](#) stating visual observation and identification by CACFP institutions and facilities is no longer an allowable practice to use to collect race or ethnicity data. The preferred method to obtain this information is through self-identification and self-reporting, preferably from parents/guardians of participants. When information cannot be obtained through these methods, and therefore the race or ethnicity of a CACFP participant is unknown, the total number of unknown participants can now be documented on the updated [Race and Ethnicity Data Form](#).

Updated Special Dietary Needs Medical Statement Template (ALL)

The [Medical Statement Template](#) is an optional form that can be used by families to obtain a valid medical statement for a CACFP participant who has a disability that restricts the diet (physical or mental impairment that substantially limits one or more major life activities; for example, digestion). The format of the Medical Statement Template has been updated and the document also now includes information on governing statutes and program regulations that impact participants with disabilities.

CACFP Printed Resource Order Form (ALL)

Order printed CACFP resources using this [link](#). These resources will help your agency plan healthy, balanced meals and snacks to the children and adults you serve. Allow up to 14 days for delivery. Order soon as supplies are limited.

CACFP Financial Report (SO)

If you participated in the CACFP **with two or more sites**, at any time between October 1, 2022, and December 31, 2022, you are required to submit the 1st quarter financial report by March 1, 2023. Refer to the [Quarterly CACFP Financial Report Instructions](#) and contact [Cari Ann Muggenburg](#) with questions.

Planning for National CACFP Week March 12 – 18, 2023 (ALL)

National CACFP Week is coming up! This national education and information campaign celebrates the CACFP for its work to combat hunger and bring healthy foods to the table for children and adults. DPI recognizes this would not be possible without the dedicated work of providers across Wisconsin. For information and resources to help celebrate CACFP Week, check out the information from the [National CACFP Sponsors Association](#) website.

Consider participating by registering at the online [NCA Event Calendar](#) to receive an exclusive sample cycle menu, or registering for a free webinar series each day of CACFP Week!

Mealtime Memo: Child Nutrition (CN) Labels (ALL)

The Mealtime Memo is a monthly blog-style newsletter issued by the Institute of Child Nutrition (ICN) that focuses on nutrition and wellness in child care settings and is specifically intended for use by child care professionals who participate in the Child and Adult Care Food Program (CACFP).

The [February 2023 Mealtime Memo](#) provides information on Child Nutrition (CN) Labels. Are you confused by CN labels? Do you know when you need to get one? Which foods may have a CN label, or how to use them? This Mealtime Memo provides information on the basics of CN labels and answers some frequently asked questions.

In addition, check out the updated DPI Community Nutrition Programs [Crediting Store-Bought Combination Foods and Processed Meats](#) handout for information on CN Labels and Product Formulation Statements.

Past Mealtime Memos on topics including Menu Planning, Choosy Eaters, Healthy Celebrations, Time-Saving Meal Preparation Ideas, and much more can be found on the [Mealtime Memo website](#).

Proposed Rule-Child Nutrition Programs: Revision to Meal Patterns Consistent With the 2020 Dietary Guidelines for Americans – Webinar (ALL)

The Proposed Rule [Child Nutrition Programs: Revision to Meal Patterns Consistent With the 2020 Dietary Guidelines for Americans](#) was published by the Federal Register on February 6, 2023.

Based on the latest nutrition science and extensive feedback from our school meal partners, USDA's Food and Nutrition Service (FNS) is proposing updates to the school nutrition standards in a few key areas to give children the right balance of nutrients for healthy and appealing meals. The proposed updates reflect the goals of the most recent [Dietary Guidelines for Americans](#), as required by law, and build in plenty of time for planning and implementation to ensure the school meals community and the children they serve are set up for success. This proposed rule is the next step in an [Ongoing Effort](#) toward healthier school meals that USDA and the broader school meals community have been partnering on for well over a decade. The comment period is open until April 10, 2023. A summary of the proposed revisions can be found on [USDAs Proposed Updates to the School Nutrition Standards](#) webpage under *Resource Materials*.

USDA's Food and Nutrition Service (FNS) will provide an overview of the proposed rule **Child Nutrition Programs: Revisions to Meal Patterns to be Consistent with the 2020 Dietary Guidelines for Americans at an upcoming webinar** in collaboration with national partners.

Date: Wednesday, March 1, 2023, 1:30 pm Central

Registration Zoom Link:

https://us02web.zoom.us/webinar/register/WN_K97XuQ9ZSqyJ1oFuuKcdVQ

Webinar Title:

Child Nutrition Programs Proposed Rule: Revisions to the CACFP & SFSP Meal Patterns

Description:

You're invited! Join us for a webinar with USDA's Food and Nutrition Service (FNS) in collaboration with national partners. USDA will provide an overview of the proposed rule Child Nutrition Programs: Revisions to Meal Patterns to be Consistent with the 2020 Dietary Guidelines for Americans and its impact to operators of the Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP).



REMINDER: Claim Submission Deadlines: Federal regulations impose a claim submission deadline of 60 calendar days after the last day of the month for which the claim applies. For DPI's CACFP Claim Submission Deadlines visit [Claim Submission Deadlines](#).

Contact your [assigned CACFP consultant](#) with questions about the items in the bulletin, or other CACFP questions.

Do you have new staff working with the CACFP? Check out this resource [New Staff Responsibilities for CACFP](#).

For DPI's CACFP COVID-19 Information visit [CACFP Resources for Transitioning Back to Normal Operations](#).



Program Abbreviation Key

CC=Child Care
AR=At Risk
FDCH: Family Day Care Home
HS: Head Start
ES: Emergency Shelters
SO: Sponsoring Organizations
OS: Outside of School Hours Care
ADC: Adult Day Care
ALL: Applies to all types

The abbreviation key identifies each type of program in the CACFP. Each section above identifies who the information applies to when implementing the CACFP. If your type of program is not listed in a section, it does not apply.

Wisconsin Department of Public Instruction
Community Nutrition Team
125 South Webster Street
P.O. Box 7841, Madison WI 53707-7841
Phone (608) 267-9129
dpi.wi.gov/community-nutrition/cacfp

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