

Wisconsin Department of Public Instruction

The logo for the CACFP Bulletin features a stylized blue silhouette of an adult and a child on the left. To their right, the letters 'CACFP' are written in a large, bold, blue sans-serif font. Below this, the word 'BULLETIN' is written in a green, outlined, sans-serif font. A thin horizontal line separates the 'CACFP' text from the 'BULLETIN' text.

CACFP BULLETIN

August 2023-16

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

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Statewide Media Release (ALL)

Each year, the U.S. Department of Agriculture (USDA) Food and Nutrition Service uses federal poverty information to update income eligibility guidelines for meals served at schools and day care programs. As an agency administering USDA programs, the Wisconsin Department of Public Instruction publicizes these guidelines annually. Additional information is available on the department's newsroom website. A list of agencies in Wisconsin that participate in the Child and Adult Care Food Program is available [online](#).

For more information, and for a full news release visit our [webpage](#).

Update Contact Information in the CACFP Contract (ALL)

Take a couple minutes today to review the contacts, email addresses, and mailing addresses in your CACFP contract. By doing this now, it will ensure your agency receives important emails regarding contract renewal this fall. To do this, log in using this [link](#) and use the [contract manual](#) to help navigate the contract.

Email your [assigned consultant](#) after re-submitting the contract with any necessary contract changes.

Planning for FFY 2024 Contract Renewal (All but FDCH)

Health and Safety Standards

If your agency has unlicensed sites, Health and Safety Standards are required to be met for each site. Plan to obtain and update the following documentation for the FFY 2024 CACFP contract renewal:

- Fire Inspection Report
- City and/or County Health Department Letter
- Updated [PI-6016 Group Child Care License Exemption](#)

If you are unsure if this is applicable to your agency, contact your assigned [Consultant](#) with questions.

Vendor Agreements (ALL but FDCH)

If your agency purchases meals from a vendor and your current vendor agreement(s) will be expiring, it is required to complete a new vendor agreement for the FFY 2024 CACFP contract renewal. The current CACFP *Vendor Agreement to Provide Meals/Snacks* can be found under [Guidance Memorandum 4: Procurement and Vendor Agreements](#).

CACFP Training Spotlight (All but FDCH)

Two new [CACFP Training Spotlights](#) are now available:

- CACFP Training Spotlight: CACFP Costs. This spotlight provides information on allowable and unallowable costs, how to determine

CACFP costs, and maintaining support documentation and a financial tracking system.

- CACFP Training Spotlight: Organizing CACFP Records. This spotlight includes tips for keeping CACFP records organized to ensure all CACFP records are maintained.

Find the current and past CACFP Training Spotlight handouts on the [CACFP Training Spotlight webpage](#).

If you have a suggestion for a future training topic, email DPICACFP.Training@dpi.wi.gov.

Third Quarter CACFP Financial Report is due September 1, 2023 (SO)

The third quarter CACFP Financial Report is due September 1, 2023. Instructions for submission of the report can be found under [Guidance Memorandum #11](#). Contact Cari Ann Muggenburg at cari.muggenburg@dpi.wi.gov with any questions regarding this report.

Sesame is Officially Listed as a Major Food Allergen (ALL)

President Biden signed the [FASTER Act](#) into Law and sesame is now officially listed as a major food allergen.

Now Available! New Food Yields Added to the Food Buying Guide for the Child Nutrition Programs Interactive Web-based Tool and FBG Mobile App! (ALL)

New yields are now available in the Food Buying Guide for Child Nutrition Programs Interactive Web-based (FBG) Tool and FBG Mobile App! New yield data is available for: individually quick-frozen red beans, frozen diced potatoes, frozen cubed sweet potatoes, brown lentils, and canned black turtle beans. Stay tuned for additional yield data releases coming soon. Explore the [Food Buying Guide for Child Nutrition Programs](#) today!

Now Available! Crediting Fruits, Meats/ Meat Alternates, and Milk in the Child Nutrition Program Tip Sheets available in Spanish (ALL)

The Crediting Fruits, Meats/Meat Alternates, and Milk in the Child Nutrition Programs Tip Sheets are now available in Spanish. These are the first three in the Crediting in the Child Nutrition Programs tip sheet series in Spanish. Download them today. These simple tip sheets highlight the basics of crediting for these three meal components across all Child Nutrition Programs.

Access the three tip sheets in Spanish today at <https://www.fns.usda.gov/es/tn/crediting-tip-sheets-child-nutrition-programs>.

Stay tuned for the Vegetables and Grains tip sheets and printed versions of the entire tip sheets series that will be available at a later date!

Las hojas de consejos en español para la acreditación de frutas, carnes/sustitutos de carne y leche líquida en los Programas de Nutrición Infantil están disponible hoy. Estas son las primeras tres hojas de consejos de la serie en español sobre la acreditación en los Programas de Nutrición Infantil. Descárguelas hoy mismo. Estos consejos sencillos destacan los requisitos básicos para la acreditación de estos tres componentes alimenticios para todos los Programas de Nutrición Infantil.

Las agencias estatales y las oficinas regionales del FNS pueden considerar estas hojas de consejos de gran utilidad para proporcionar orientación y capacitación.

Las primeras tres hojas de la serie en español están disponibles hoy en <https://www.fns.usda.gov/es/tn/crediting-tip-sheets-child-nutrition-programs>.

¡Pronto estarán disponibles las hojas de consejos sobre vegetales y granos, y toda la serie de hojas de consejos impresas van a estar disponibles más adelante!

Now Available! Crediting Handbook for Child and Adult Care Food Program in Spanish (ALL)

The Spanish translation of the [Crediting Handbook for the Child and Adult Care Food Program](#) (CACFP) is now available online. The Crediting Handbook plays an important role in helping CACFP operators to plan nutritious, age-appropriate meals with diverse options. The Crediting Handbook is a supplementary resource to the [Food Buying Guide for Child Nutrition Programs](#) and contains additional information on creditable foods served in child and adult care centers including crediting grains in ounce equivalents.

You can check out Team Nutrition's other resources for CACFP at <https://www.fns.usda.gov/tn/child-care-organization>

Ya está disponible en línea el [Manual de Acreditación para el Programa de Alimentos para el Cuidado de Niños y Adultos](#) (CACFP, por sus siglas en inglés) traducido al español. El manual tiene como objetivo principal ayudar a los operadores del CACFP a planificar comidas nutritivas, con opciones diversas y apropiadas según la edad. Este manual es un recurso complementario a la [Guía de compra de alimentos para los Programas de Nutrición Infantil](#) titulada, Food Buying Guide for Child Nutrition Programs y

contiene información adicional sobre los alimentos acreditables que se sirven en los hogares y centros de cuidado para niños y adultos, incluyendo la acreditación de granos en onzas equivalentes.

Consulte otros recursos para el CACFP de Team Nutrition en <https://www.fns.usda.gov/tn/child-care-organization>



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](#).



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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