

COMMUNITY NUTRITION TEAM

CACFP Today

A Newsletter from the Wisconsin Department of Public Instruction (DPI), Division of Finance and Management

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Federal Fiscal Year 2018 Contract Renewal

The online contract for the Child and Adult Care Food Program (CACFP) for Federal Fiscal Year (FFY) 2018 (October 1, 2017 - September 30, 2018) was made available on September 7, 2017. Information to complete the CACFP contract can be found in the Contract Renewal Memo that was included with the e-mail announcement and on the Contracts and Claims webpage located at <http://dpi.wi.gov/community-nutrition/cacfp/contract-info>. In order for your agency to continue participation in the CACFP during the FFY 2018 program year you must complete and submit the contract.

A CACFP Contract Manual has been provided to help you through the process. The manual provides step-by-step information on how to properly and fully complete the contract. This can be found on the Contract and Claims webpage referenced above.

The due date for the return of this online CACFP contract is Monday, October 16, 2017.

Questions pertaining to the contract process may be directed to your assigned consultant. If you are unsure of your assigned consultant, a regional map is located at <http://dpi.wi.gov/community-nutrition/cacfp/map>. We look forward to the continuing sponsorship of the CACFP by your agency.

Your FFY 2018 contract must be submitted no later than Monday October 16, 2017, to provide your DPI consultant time to review and approve the contract. You will not be able to submit an October 2017 claim if your contract is not approved.



CACFP Financial Report for Independent Agencies is Due November 1st



All for-profit, nonprofit, and public agencies that participated and received federal funds in the CACFP at any time between October 1, 2016 through September 30, 2017, must submit an annual CACFP Financial Report. The online report is due to be submitted via the online process by no later than November 1, 2017.

Sponsoring Organizations (two or more sites on the CACFP) participating in the program have already been reporting actual CACFP costs and income on a quarterly basis using the online system. The third quarter report was due to be submitted on September 1, 2017. The fourth quarter report is due to be submitted on December 1, 2017.

The submission of the financial report must be online. An outline of this process can be found by clicking [here](#) for Sponsoring Organizations and [here](#) for Independent Centers. A written outline of the procedure can also be found under Guidance Memo #11.

Any questions please contact Cari Ann Muggenburg by e-mail at cari.muggenburg@dpi.wi.gov or phone at 608-264-9551.



Farm to School Month

October is National Farm to School Month! Everyone can celebrate Farm to School Month! It is a time to celebrate the connections happening all over the country between children and local food. Farm to School and Farm to Early Care and Education programs can improve child nutrition, educate children about the origins of food and support local economies.



Visit the National Farm to School Network's website at <http://www.farmtoschool.org/our-work/farm-to-school-month> for resources and ideas for celebrating National Farm to School month in October.

Visit DPI's Farm to Early Care and Education webpage at <https://dpi.wi.gov/community-nutrition/cacfp/farm-2-ecce> for more information on Farm to Early Care and Education.

Seasonal Produce Recipe

Fall is a wonderful time to find sweet potatoes in season. Purchase some locally produced sweet potatoes to whip up these yummy, baked sweet potato fries or "Bunny Sticks."

Bunny Sticks



Ingredients:	12 Servings	24 Servings
Sweet potatoes	1-3/4 lbs	3-1/2 lbs
Olive Oil	2 Tbsp	1/4 cup
Cinnamon, ground	2 Tbsp	1/4 cup
Salt and pepper to taste, optional		

Directions:

- 1) Poke holes in the top of potatoes with a fork. Cook in microwave for about 1 minute.
- 2) Preheat oven to 375°F.
- 3) Wash sweet potatoes and peel if desired. Cut into sticks.
- 4) Combine olive oil and cinnamon in sealable plastic bag.
- 5) Add sweet potatoes to bag and shake until coated.
- 6) Spray baking sheet with non-stick vegetable spray.
- 7) Spread potatoes onto baking sheet and season with salt and pepper to taste, optional.
- 8) Bake at 375°F for 45 minutes.

CACFP Crediting: For 3-5 year olds,
1 serving credits for the vegetable component.

Adapted from the [CACFP Menu Planning Guide](#).



Great Lakes Great Apple Crunch

Celebrate Farm to School Month by participating in the Great Lakes Great Apple Crunch!

The Great Lakes Great Apple Crunch will take place across Minnesota, Wisconsin, Illinois, Michigan, Indiana, and Ohio on Thursday, October 12, 2017. This fourth annual event builds on the hundreds of schools, school districts, non-profits, state agencies and institutions that participated in this event last year. We would love to see an increase in child care participation!

The premise: at noon local time on October 12th we all crunch into a delicious local or regionally grown apple to celebrate National Farm to School Month and Food Day. Please visit <https://www.cias.wisc.edu/applecrunch/> to sign-up for the Crunch, then get ready to make some noise! Once you sign up, you will receive the 2017 Crunch Guide to help you plan, carry out and share your celebratory crunch.

Don't forget to share your CRUNCH when it happens! Post your awesome Crunch photos and videos at www.Facebook.com/GreatLakesGreatAppleCrunch. Be sure to use the hashtags #GreatAppleCrunch, #F2SMonth in all your social media messages on Twitter, Instagram, and Facebook.



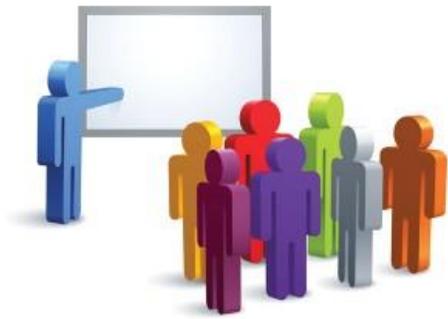
Find the Community Nutrition Team here:

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https://twitter.com/WisDPI_CNT

This institution is an equal opportunity provider.





Training Available for New Authorized Representatives

Are you a new Authorized Representative for the CACFP? If so, you may want to consider coming to New Agency Training. The one-day training goes through CACFP requirements in detail and provides hands-on activities to help you better understand the program. You will be required to watch webcasts and pass a test with 100% prior to being able to register.

The DPI limits the number of participants for each training, with new agencies given priority to attend training first. If a training fills up with new agencies, you will need to register for the next available training. If you are interested in learning more about the New Agency Training contact your CACFP Assigned Consultant at <http://dpi.wi.gov/community-nutrition/cacfp/map>. Click on your county and it will direct you to the name of your consultant along with their contact information.

If you are unable to attend one of the trainings, you should read the Guidance Memorandums and watch the CACFP webcasts that are applicable to your agency:

- Guidance Memorandums: <http://dpi.wi.gov/community-nutrition/cacfp/guidance-memo>
- Webcasts: <http://dpi.wi.gov/community-nutrition/cacfp/training>

At any time, contact your Assigned Consultant with questions.

Pop Quiz:

True or False:

Age is the best way to determine when an infant is ready for solid foods.

Answer on page 4.



Foods Brought from Home

It is recommended that childcare providers create a policy that children cannot bring any food from home unless there is a medical or religious need. Parents often request to bring food from home because they feel their child will not eat what is on the menu. Allowing food to be brought from home decreases the child's willingness to try new foods and may cause picky eating behavior. The child should decide whether to eat and how much. The child should not decide what is being served.

Bringing food from home can cause tension between children because the other children want to have the different food item(s). The foods from home may not meet the CACFP meal pattern and then the meal will not be reimbursable. If the food from home is not nutritious it may undercut efforts for nutrition education. Finally, foods brought from home is a food safety risk to children as food-borne illness could occur due to unsafe food handling and preparation. The foods may contain allergens that may hurt other children.

The resource, [Healthy Bites, A Wisconsin guide for improving childhood nutrition](#), includes several sample policies that providers may choose to adapt. One example is "Foods from home are not allowed when your child does not like what is on the menu. We offer a variety of foods and all children will be encouraged, but not forced, to try all foods. It may take children 10-15 times of being exposed to a new food before they decide if they like it or not."

For more information about foods brought from home, view [Healthy Bites, A Wisconsin guide for improving childhood nutrition](#), page 42.





Developmental Readiness and Solid Foods

Introducing solid foods too early may cause the infant to consume less breastmilk or iron-fortified formula and not get enough essential nutrients for proper growth. There is also a higher risk of choking if solid foods are introduced too early because the infant has not developed the necessary skills to eat solid foods. Weight gain in early years and being overweight later in life are also risks associated with introducing solid foods too early. These reasons are very important to keep in mind when it comes to introducing solid foods to an infant's diet.

Infants are typically ready to accept solid foods around six months of age. However, age is not the best way to determine if an infant is ready for solid foods. An infant's readiness depends on his or her rate of development. The [American Academy of Pediatrics](#) provides guidelines on determining when an infant is developmentally ready to accept solid foods. These guidelines are as follows:

- The infant is able to sit in a high chair, feeding seat, or infant seat with good head control;
- The infant opens his or her mouth when food comes his or her way. He or she may watch others eat, reach for food, and seem eager to be fed;
- The infant can move food from a spoon into his or her throat; and
- The infant has doubled his or her birthweight.

For additional resources on developmental readiness, refer to the following resources:

- 1) [WIC's informative handout on recognizing infant development skills and infant cues](#)
- 2) [CACFP 06-2017 Feeding Infants and Meal Pattern Requirements in the Child and Adult Care Food Program; Questions and Answers](#)
- 3) [Feeding Infants: A Guide for Use in the Child Nutrition Programs](#)



Pop Quiz Answer:

False!

Age is the NOT the best way to determine when an infant is ready for solid food. An infant's readiness for solid food is based on his or her rate of development.

Check out the [American Academy of Pediatrics](#) webpage for more information!



Vendor Agreement

Agencies participating in the CACFP who receive prepared meals/snacks from a vendor (school district, hospitals, etc.) must complete the revised CACFP Vendor Agreement that includes the new CACFP Meal Pattern requirements that start October 1, 2017. The completed CACFP Vendor Agreement must be uploaded into your **FFY 2018 CACFP contract at the time of renewal**. If an old vendor agreement is uploaded during the contract renewal, you will be required to complete the new vendor agreement to be in compliance with the CACFP regulations.

New for FFY 2018: Every agency completing a Vendor Agreement must have the vendor complete Attachment A - Suspension and Debarment Certification that is part of the vendor agreement. The agency must retain a copy of Attachment A on file with the completed vendor agreement.

The revised agreement can be found on the [Guidance Memorandum](#) (GM) webpage under GM 4: *CACFP Procurement Requirements – For Purchasing and Vendor Agreements to Provide Meals/Snacks*. Agencies are responsible for ensuring the vendor meets all of the new meal pattern requirements.



Parent Chat: New Meal Pattern within Families

With October 1st on the horizon and the new CACFP Meal Pattern ready to roll, let us take a moment to step back and look at the big picture.

Here is a general order of events of how the new meal pattern training flowed from regulation to providers:

1. USDA finalized the new meal pattern revisions.
2. Institute of Child Nutrition was brought on board to train State agencies.
3. State agencies conducted training for providers participating in the CACFP.
4. CACFP providers train staff how to implement the new meal pattern requirements within their individual programs.

We all believe that the young children in our programs will benefit from these changes while in care but why stop there. Is it unrealistic to believe that our actions during the day, concerning healthy choices, can influence the families of the children in your care? How do the parents fit into this big picture in your program?

USDA proclaims:

“Through the Healthy, Hunger-Free Kids Act, USDA made the first major changes in the CACFP meals and snacks since the Program’s inception in 1968, which will help ensure children and adults have access to healthy, balanced meals and snacks throughout the day. The updated CACFP nutrition standards will help safeguard the health of children early in their lives and improve the wellness of adults.”

“Child care providers, in particular, have a powerful opportunity to instill healthy habits in young children that serve as a foundation for healthy choices in life.”

As a provider, here are some things to think about going forward:

- Will you be discussing the healthy food choices that you serve to the children in newsletters or during parent meetings/orientation?
- Do you have healthy food related activities that parents could be involved in during an orientation or family night? Duplicate food activities with parents that you do

- in the classrooms with the children, e.g. graphing favorite/new food items, cooking activities, etc.
- Are families aware of the benefits of family style dining? What are some positive strategies to encourage families to try this at home?
- Does your staff feel confident in sharing the positive changes that the children are experiencing at school with parents? Parents might be surprised to know that their child eats whole grain bread and tortillas or that they actually enjoy breakfast cereals made with less sugar.

It is true that child care providers have a powerful opportunity to teach healthy habits in young children. We also believe that child care providers can use this opportunity to instill healthy habits in families as well.

Resources:

- The [Early Childhood Learning & Knowledge Center](#) (ECLKC) is an excellent resource for many family related topics. The ECLKC is geared toward Head Start and Early Head Start but most information is applicable to non-Head start programs also.
- [Healthy Eating Handout](#) - National Center on Early Childhood Health and Wellness
- [Positive Eating Environment Self-Assessment for ECE Programs](#) - National Center on Early Childhood Health and Wellness
- [Family Style Dining](#) - DPI
- [Nibbles for Health](#) - USDA Parent newsletter resource



New CACFP Meal Pattern Home Study

Agencies that did not attend an in-person New CACFP Meal Pattern Training in spring 2017, were notified by email that they are required to complete the Home Study and questions for the New CACFP Meal Pattern. Attendance at one of the October or November 2016 CACFP trainings does not meet the new meal pattern training requirement. Those trainings provided an overview of some early implementation allowances, but did not detail all new meal pattern requirements.

Contact your [assigned consultant](#) to get a copy of the Home Study and questions to complete.

Agencies that have not completed and submitted the Home Study and questions prior to September 30, 2017, will not be able to renew their CACFP contract for Fiscal Year 2018 until this is complete.



New Guidance

Listed below are recent policy memos issued by the United States Department of Agriculture (USDA) and a brief summary of each one. Click on the following link <http://www.fns.usda.gov/cacfp/policy> to access the complete list of USDA policy memos and to download copies.

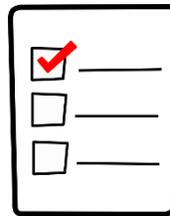


New Meal Pattern Training: Questions and Answers

The agencies that attended the New CACFP Meal Pattern Trainings asked great questions. Many of these questions were repeated at several of the trainings and so a question and answer document was created.

The “New Meal Pattern Training Q&A” document is available on the DPI website. This document has sections based on the topics of questions that were asked during the in-person training on the new CACFP meal pattern.

Click [here](#) to access this document. If you have additional questions, contact your [assigned consultant](#).

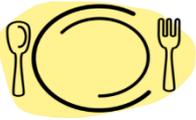


Checklist for Implementing New Meal Pattern

Implementing a new meal pattern can be overwhelming. Use resources available to you to help with this implementation.

A great resource to help check if your agency is in compliance with the New CACFP Meal Pattern is to use the “Checklist for Implementing New Meal Pattern” available on the DPI website by clicking [here](#). This resource is a brief checklist including a brief list of New CACFP Meal Pattern requirements.

Contact your [assigned consultant](#) with further questions.



[CACFP 14-2017: Modifications to Accommodate Disabilities in CACFP and SFSP](#)

This memorandum outlines the requirements for Child and Adult Care Food Program (CACFP) institutions and facilities and Summer Food Service Program (SFSP) sponsors (Program operators) to provide reasonable modifications to Program meals or the meal service to accommodate children or adults (participants) with disabilities. This memorandum supersedes Food and Nutrition Service (FNS) Instruction 783-2, Rev. 2. With the release of this memorandum, FNS Instruction 783-2, Rev. 2 has been rescinded.



[CACFP 15-2017: 2017 Edition of the Eligibility Manual for School Meals](#)

The School Year 2017-2018 version of the **Eligibility Manual for School Meals** is now available. The manual provides comprehensive information on federal requirements, policies, and procedures, and is intended to help state agencies and local educational agencies accurately determine, certify, and verify children’s eligibility for free and reduced price school meals and free milk. This edition incorporates clarifications requested by state agencies and Food and Nutrition Service Regional Offices, as well as applicable guidance issued since the last revision in July 2016. Notable changes are highlighted throughout the manual. Formatting changes and minor changes to the language are not highlighted, as they do not represent a change in policy.



[CACFP 16-2017: Grain-Based Desserts in the Child and Adult Care Food Program](#)

This memorandum provides flexibility in the service of grain-based desserts in the CACFP. Memorandum [CACFP 02-2017, Grain Requirements in the Child and Adult Care Food Program; Questions and Answers](#), October 14, 2016, will be revised to reflect this flexibility.



[CACFP 17-2017: Documenting Meals in the Child and Adult Care Food Program](#)

On June 30, FNS published memorandum CACFP 17-2017, Documenting Meals in the CACFP, which provides guidance on how meals served in the CACFP must be documented to demonstrate compliance with the meal pattern requirements.

Division for Finance & Management



Community Nutrition Programs Fax..... (608) 267-0363
DPI Toll-Free Helpline..... 1-800-441-4563

Community Nutrition Team (CNT)

Amanda Kane, RDN, CD, Director..... (608) 267-9123
Amy Kolano, RD, CD, Coordinator,
Summer Food Service Program..... (608) 266-7124
Cari Ann Muggenburg, Auditor-Senior..... (608) 264-9551
Shiela Coulton, Operations Program Associate... (608) 267-9129

Ellen Sullivan, RDN, MS, CD Team Leader ... (608) 267-1070

Nutrition Program Consultants

Tami Biordi (608) 267-2327
Lisa Calderone..... (608) 266-5763
Jennifer Heidenreich..... (608) 266-5183
Moryah Kemper, RD..... (608) 266-9982
Kim Musiedlak (608) 264-9542
Christine Nichols MPH, RD, CD..... (608) 266-3874
Molle Polzin, RD, CD..... (608) 267-9210
Vacant..... (608) 267-9122
Jill Schneeberg (608) 261-6334
Brittany Zerbe, RDN, CD..... (608) 267-9130

Federal and State Grants Program

Federal and State Grants Program Fax (608) 267-9207
Jacque Jordee, Accountant (608) 267-9134
Najat Shorette, Accountant..... (608) 266-6856

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<http://dpi.wi.gov/nutrition>

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Questions or comments should be directed to:

Community Nutrition Team
Wisconsin Department of Public Instruction
PO Box 7841
Madison, WI 53707-7841
608-267-2373 or 1-800-441-4563
Christine.Nichols@dpi.wi.gov

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