

COMMUNITY NUTRITION TEAM

CACFP Today

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

Vol. 11 No. 2

Spring/Summer 2019



2019 Due Dates for Child and Adult Care Food Program (CACFP) Financial Reports

Sponsoring Organizations ONLY (those with 2 or more sites on the food program):

- 1st Quarter (reporting period October 1, 2018 – December 31, 2018) was due **March 1, 2019**.
- 2nd Quarter (reporting period January 1, 2019 – March 31, 2019) is due **June 1, 2019**.
- 3rd Quarter (reporting period April 1, 2019 – June 30, 2019) is due **September 1, 2019**.
- 4th Quarter (reporting period July 1, 2019 – September 30, 2019) is due **December 1, 2019**.

Independent Centers: Annual report (reporting period October 1, 2018 – September 30, 2019) is due **November 1, 2019** or sooner if your agency closes or self-terminates your CACFP contract prior to September 30, 2019.

The submission of the financial report must be online. An outline of this process can be found 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.



Find the Community Nutrition Team on social media:

 <https://www.facebook.com/WisDPICommunityNutrition/>

 https://twitter.com/WisDPI_CNT

This institution is an equal opportunity provider.



Save the Date - CACFP Meal Service Trainings

Mark your calendar to join us for one of the CACFP Meal Service Trainings in August and September!

All trainings will be from 8:30-12:30.

- August 6, 2019 – Milwaukee
- August 13, 2019 – Rothschild
- August 27, 2019 – Madison
- September 5, 2019 – Appleton
- September 17, 2019 – La Crosse
- September 19, 2019 – Green Bay
- September 25, 2019 - Milwaukee

Registration information and training details will follow, so stay tuned and check your email.



New Creditable Foods for Child Nutrition Programs

The following foods are now creditable at meals and snacks for the Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP):

- Shelf-stable, dried and semi-dried meat, poultry, and seafood, such as beef jerky or summer sausage; tempeh; surimi seafood; coconut; hominy; popcorn; corn masa, corn flour, and cornmeal; and pasta products made of 100% vegetable flour(s)

For crediting information, refer to the **New Creditable Foods Handout**: https://dpi.wi.gov/sites/default/files/imce/community-nutrition/pdf/new_credit_foods_cnp.pdf

Ellen Sullivan's Retirement

After 22 years of working at the Wisconsin Department of Public Instruction, Ellen Sullivan has retired. Ellen served as a nutrition program consultant in her early days. Most recently, she was the Team Leader for the Community Nutrition Team. Join us in wishing her well in her retirement.



New: Food Buying Guide Calculator on the FBG Mobile App

FNS released the Food Buying Guide (FBG) Calculator as a new feature on the FBG Mobile App. The FBG Calculator is designed to assist in creating a shopping list to streamline food ordering needs. With this new release on the FBG Mobile App, program operators can now create and use their shopping list on-the-go!

The FBG Mobile App is currently available on the Apple App Store and the Google Play Store (<https://www.fns.usda.gov/tn/food-buying-guide-mobile-app>).

Farm to Early Care and Education

Farm to Early Care and Education (Farm to ECE) offers increased access to healthy, local foods, gardening opportunities and food-based activities to enhance the educational experience in ECE settings. During the early years, children are developing taste preferences and eating habits that last a lifetime. Therefore, incorporating Farm to ECE activities promote children's overall health and wellness.

Consider starting your own center or family day care home garden this spring. For garden and local food-themed resources, visit the [DPI Farm to ECE](#) webpage. Garden seeds and plants are allowable CACFP expenses.

In addition, consider purchasing local food items from the farmer's market, Community-Supported Agriculture (CSA), or food coop. Farmers markets are a great place to find fresh foods such as fruits and vegetables, meats, cheeses, grains, and beverages. To find markets near you, visit the [Wisconsin Farmers Market Association](#) or [Local Food Directories](#).

A Community-Supported Agriculture (CSA) offers consumers access to a share or range of farm products with an advance payment. Some CSA's deliver while others require pick-up at a predetermined location. Items from a CSA can range from fresh eggs, meats, and produce based on the season. Visit the [USDA CSA Directory](#) to find a CSA near you.

Many food cooperatives offer locally grown produce as well. Food coops are employee and/or customer owned and usually support their communities by selling produce from local farms. To find a food coop, visit [LocalHarvest.org](#).

Celebrate Farm to ECE during Farm to Summer week, June 17-21, 2019!

Vegetarian Meals

Recommendations

- Incorporate vegetarian meals into menus as a way to add variety.
- Work with families that have adopted a vegetarian lifestyle. Substitute meat alternates for meats in recipes and menus.

Why?

Vegetarian diets can provide adequate nutrition and health-related benefits. Well-planned vegetarian diets tend to be lower in cholesterol and saturated fat and higher in fiber and other vitamins and minerals. Some families have chosen to live a vegetarian lifestyle so you will need to work with parents of vegetarian children to assure those children are being served all required components of the meal pattern.

To help incorporate vegetarian meals into your menus, here are three scenarios with strategies:

1. If offering a vegetarian meal one time per week:
 - substitute beans for meat in main dishes such as casseroles, quesadillas or stir-fry;
 - make meatless lasagna using ricotta and/or cottage cheese as the meat alternate; or
 - serve egg salad or grilled cheese sandwiches as alternatives to meat sandwiches.
2. If serving vegetarian meals every day:
 - Choose a different meat alternate food item for each day of the week; e.g., Monday - beans, Tuesday - yogurt, Wednesday - low-fat cheese, Thursday - fish, Friday - eggs.
3. If accommodating vegetarian child(ren):
 - work with parents to determine what the child(ren) can and cannot eat on their specific vegetarian meal plan;
 - substitute meat alternates for menu items that contain meat, i.e., if the center is preparing a meat spaghetti sauce, set aside some plain tomato sauce and also serve a cheese stick to meet the meat/meat alternate requirement; and
 - make vegetarian meals/snacks one to two days each week for everyone so something different is not required every day for the vegetarian child(ren).



Wisconsin School Garden Day

Article by Community Groundworks

We are thrilled to announce that the Governor of Wisconsin will proclaim Thursday, May 23, 2019 to be the very first Wisconsin School Garden Day!

Wisconsin has emerged as a national leader in garden-based education. On Thursday, May 23, school and youth garden programs throughout Wisconsin are invited to participate in garden-related lessons and activities, and to share about their garden with fellow educators and garden enthusiasts.

Some of you may already have ideas for activities or lessons you want to do in honor of Wisconsin School Garden Day. We'd love to spread the word about what you have planned! To share your plans for Wisconsin School Garden Day, please email Wisconsin School Garden Network Communications Director [Renata Solan](#) or post on Facebook or Twitter with the hashtag #WISchoolGardenDay.

We can't wait to see the creative and innovative ways that Wisconsin students celebrate in their gardens!



Reminder: CACFP documentation must be kept onsite and available for review

All CACFP records must be retained on file by your agency, kept onsite, and be readily available for review by DPI, USDA, or other state officials for at least three Federal Fiscal Years (FFY) plus the current FFY, except when audit findings have not been resolved; the records must then be retained as long as required for resolution of the issues raised by the audit. For more information refer to [Guidance Memorandum 9C: CACFP Administrative and Recordkeeping Requirements](#).



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.

CACFP 05-2019: FY2019 Reallocation of State Administrative Expense (SAE) Funds in Child Nutrition Programs

This memorandum and attachments provide the information needed to conduct the FY 2019 reallocation of SAE funds. Reallocation is a formal process by which State agencies can: (1) request additional SAE funds above their initial authorized funding level; or (2) return SAE funds they do not need.

CACFP 06-2019: Child Nutrition Information Technology Solutions Guidance

This memorandum is the first in a series of guidance memoranda to support State agencies administering the child nutrition programs as they enhance or build Information Technology (IT) solutions for their State agency operations. The memorandum discusses the evaluation of a state's current IT solution, factors to consider when selecting an IT solution, and available IT solution options. The guidance series will provide state agencies with best practices and practical direction on child nutrition IT system planning, procurement, project management, data ownership and intellectual property, and testing.

CACFP 07-2019: Federal Micro-Purchase and Simplified Acquisition Thresholds for All Child Nutrition Programs and Procurement Threshold and Applying the Simplified Acquisition Threshold in the Child and Adult Care Food Program and Summer Food Service Program Procurement Standards

This memorandum notifies all Child Nutrition Program operators of guidance the Food and Nutrition Services (FNS) received from the Office of Management and Budget (OMB), OMB, M-19-18, authorizing increases to the value of the micro-purchase and simplified acquisition thresholds. In accordance with recent statutory changes announced June 20, 2018, as set forth in the National Defense Authorization Acts (NDAA) for Fiscal Years 2017 and 2018, the thresholds under Federal financial assistance awards are increased as follows:

- Federal micro-purchase threshold – increase from \$3,500 to \$10,000 and,
- Federal simplified acquisition threshold (formerly known as the Federal small purchase threshold) – increased from \$150,000 to \$250,000

These changes have been updated in our DPI [Guidance Memorandum 4: CACFP Procurement Requirements – For Purchasing and Vendor Agreements to Provide Meals/Snacks](#).



New Guidance

Cont'd

[CACFP 08-2019 Crediting Shelf-Stable, Dried and Semi-Dried Meat, Poultry, and Seafood Products in the Child Nutrition Programs](#)

This memorandum is intended to clarify that shelf-stable, dried, and semi-dried meat, poultry, and seafood, such as beef jerky or summer sausage, are now creditable as meat in the Child Nutrition Programs (CNPs). These items were creditable as of December 4, 2018, when the Food and Nutrition Service (FNS) published **SP 08-2019, CACFP 02-2019, SFSP 02-2019: Update of Food Crediting in the Child Nutrition Programs**.

CACFP 09-2019: Crediting Coconut, Hominy, Corn Masa, and Corn Flour in the Child Nutrition Programs

This memorandum provides guidance on crediting coconut, hominy, corn masa, corn flour, and cornmeal in the Child Nutrition Programs (CNPs), including the National School Lunch Program (NSLP), School Breakfast Program (SBP), Child and Adult Care Food Program, and Summer Food Service Program. Previously, coconut and hominy did not meet the requirement for any component in the meal patterns, but could be served as an “extra” food. Based on stakeholder feedback, and to meet the growing and diverse cultural needs of our program participants, the Food and Nutrition Service (FNS) is updating food-crediting guidance to allow coconut and hominy to credit in the CNPs. Additionally, FNS is updating the guidance on corn masa, corn flour, and cornmeal to simplify menu planning.

With the issuance of this memorandum, FNS is rescinding *SP02-2013: Corn Masa (Dough) for Use in Tortilla Chips, Taco Shells, and Tamales*, October 3, 2012.

[CACFP 10-2019: Crediting Popcorn in the Child Nutrition Programs](#)

This memorandum provides guidance on crediting popcorn in the child nutrition programs (CNPs), including the National School Lunch Program (NSLP), School Breakfast Program (SBP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP). Previously, popcorn could not contribute to any component in the meal patterns, but could be served as an “extra” food. Based on stakeholder feedback, the Food and Nutrition Service (FNS) is updating CNP food crediting guidance to allow popcorn to credit as a whole grain.

[CACFP 11-2019: Crediting Surimi Seafood in the Child Nutrition Programs](#)

This memorandum provides guidance on crediting surimi seafood in the child nutrition programs (CNPs), including the National School Lunch Program (NSLP), School Breakfast Program (SBP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP). Surimi seafood is a

pasteurized, ready-to-eat, restructured seafood usually made from pollock (fish). Previously, surimi seafood did not meet the requirement for any component in the meal patterns, but could be served as an “extra” food. Based on stakeholder feedback, the Food and Nutrition Service (FNS) is updating food-crediting guidance to allow surimi seafood to credit as a meat/meat alternate in the CNPs.

[CACFP 12-2019: Crediting Tempeh in the Child Nutrition Programs](#)

This memorandum provides guidance on crediting tempeh in the child nutrition programs (CNPs), including the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, and Summer Food Service Program. Tempeh is a highly nutritious fermented soybean cake traditionally made from whole soybeans. Although mature beans have traditionally been credited as a meat alternate in the CNPs, the Food and Nutrition Service (FNS) has not previously issued guidance on crediting tempeh. Based on stakeholder feedback, FNS is updating CNP food crediting guidance to explain how to credit tempeh as a meat alternate.

[CACFP 13-2019: Crediting Pasta Products Made of Vegetable Flour in the Child Nutrition Programs](#)

This memorandum expands flexibility for crediting vegetables in the child nutrition programs (CNPs), including the National School Lunch Program (NSLP), School Breakfast Program (SBP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP). In December 2017, FNS solicited comments on the CNP crediting system through a Request for Information (RFI). FNS sought public input about specific foods, including if it is appropriate to require visual recognition when determining how foods credit in the CNPs. At the time of the public comment, Program operators could credit pasta made with vegetable flour only if it was served along with a recognizable vegetable. For example, bean pasta could credit as a vegetable if it was served with additional beans.



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FNS Home Page
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