

To Whom It May Concern:

_____ participates in the Child and Adult Care Food Program (CACFP), a federal program of the Food and Nutrition Services, U.S. Department of Agriculture (USDA). Our agency is required to outreach to minority and/or grassroots organizations as part of the program's civil rights requirements.

Our organization recognizes that proper nutrition is an important part of a high quality program; therefore, we recently joined the CACFP which provides financial assistance to offset food service costs. The CACFP reimburses up to three meal services a day for each participant, as long as we meet the requirements set by USDA, including specific nutritional standards for each meal we serve. The USDA - CACFP Meal Pattern for the Adult Care Component is listed below.

If you know of any families, guardians, and/or persons who would benefit from our organization's adult day care services, we would truly appreciate your referral. If you have any questions, please contact us at _____.

Thank you,

<u>Breakfast</u>	<u>Snack</u>	<u>Lunch and Supper</u>
Milk	Two of the five groups	Milk (<i>Optional for supper</i>)
Fruit or vegetable	Milk	Meat or meat alternate
Grain (<i>2 full servings must be offered</i>)	Meat or meat alternate	Fruit
Meat or meat alternate (<i>in place of entire grain max of 3 times/week</i>)	Fruit	Vegetables
	Vegetable	Grain (<i>2 full servings must be offered</i>)
	Grain	

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| (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; | (2) Fax:
(202) 690-7442;
or | (3) Email:
program.intake@usda.gov |
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