TO: Child and Adult Care Food Program Institutions
FROM: Mary Ann Chartrand, Director
Grants Coordination and School Support
DATE: February 1, 2005
SUBJECT: New Web Site Location for CACFP Operational Memos

The Child and Adult Care Food Program Operational Memos are now easier to access. Directions for access are enumerated in the paragraph below. The Operational Memos have been placed in descending order by fiscal year, so the most current memo is at the top of the page. To access a prior fiscal year, simply depress the “Jump to a new category” drop-down menu to locate the desired fiscal year’s memos.

Follow the steps below to easily access CACFP Operational Memos:

1. Log on to http://www.michigan.gov/mde
2. Select Programs & Offices in the light blue section, left column,
3. Select Grants Coordination and School Support in the dark blue section, left column,
4. Select Child Care Center Memos in the white section under Grants Coordination and School Support,
5. Select the memo desired,
6. Print a copy for your records.

Please keep this memo on file or in a notebook for quick and easy reference.