FISCAL YEAR 2005
CHILD AND ADULT CARE FOOD PROGRAM
OPERATIONAL MEMO #49

TO: Child and Adult Care Food Program Institutions
FROM: Mary Ann Chartrand, Director
Grants Coordination and School Support
DATE: October 3, 2005
SUBJECT: FISCAL YEAR 2005 OPERATIONAL MEMO INDEX

The following memos were transmitted via e-mail during Fiscal Year 2005:

Memo #1: 60-Day Deadline and Late Claim Exceptions
Memo #2: FY 2005 Child and Adult Care Food Program Orientations
Memo #3: Point of Service Record Retention
Memo #4: Establishing Eligibility of Runaway, Homeless, and Migrant Youth
Memo #5: Watch Me Grow calendar
Memo #6: Mealtime Memo for Child Care
Memo #7: Allowability of Cost for Directors and Officers Insurance in the Child and Adult Care Food Program
Memo #8: Meal Pattern Requirements for Infants 8 through 11 months in the Child Nutrition Programs
Memo #9: Clarification on Acceptable Infant Formulas
Memo #10: Kraft ® Singles
Memo #11: New Web Site Location for CACFP Operational Memos
Memo #12: Military Families and Eligibility in the Child Nutrition Programs
Memo #13: New Requirement for enrollment forms: April 1, 2005

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Memo #14: CACFP Site Training Prior to Approval
Memo #15: Food and Nutrition Service (FNS) Guidance Carries Force of Regulation
Memo #16: Reviews Conducted by Sponsoring Organizations
Memo #17: Documentation to Verify Required Meal Pattern
Memo #18: Failure to Respond to Corrective Action
Memo #19: Household Contacts
Memo #20: Administrative Reminders for Centers
Memo #21: Facility Review Requirements
   Attach #1 - Income Eligibility Guidelines
   Attach #2 - Instructions for Determining Eligibility of Food Stamps or FIP Households
   Attach #3 - Instructions for Determining Eligibility of all others
   Attach #4 - Instructions for Determining Eligibility of Foster Children
   Attach #5 - Parent Guardian Letter
   Attach #6 - Parent Guardian Letter - Pricing
   Attach #7 - Household Income Eligibility Statement
   Attach #8 - Foster Child Income Eligibility Statement
   Attach #9 - Automatic Eligibility for Head Start
   Attach #10 - Automatic Eligibility for Even Start
Memo #23: Mealtime Memo for Child Care
   Attach #1 - Wash your hands
   Attach #2 - Working Safe in the Child Care Setting
   Attach #3 - Nutrition Facts for Parents
Memo #24: CACFP Fiscal Year 2006 Security Access
   Attach #1 - Security Access Form
   Attach #2 - MEIS Applications: Adding Lower Level Access Rights
Memo #25: CACFP Application Renewal
Memo #26: New Reimbursement Rates - Effective July 1, 2005
   Attach #1 - Reimbursement Computation Worksheet
Memo #27: Effects of Bussing on Area Eligibility in the Child and Adult Care Food Program

Memo #28: Policy on Limited Closure of Children’s Eligibility to Title I and the National Assessment of Educational Progress

Memo #29: Acceptance of Food Stamp/TANF/FDPIR

Memo #30: For-Profit Center Eligibility in the Child and Adult Care Food Program

Memo #31: Military Families and Eligibility in Child Nutrition Programs

Memo #32: Rescission of FY2005 Operational Memo #4: Establishing Eligibility of Runaway, Homeless, and Migrant Youth

Memo #33: Review Requirements for At-Risk Afterschool Care Centers Participating in the Child and Adult Care Food Program (CACFP)

Memo #34: New Procedure for Monthly Claim for Reimbursement
   Attach #1 – Monthly Revenue/Expense Worksheet Instructions
   Attach #2 – Monthly Revenue/Expense Worksheet

Memo #35: Changes to the Food Buying Guide for Child Nutrition Programs
   Attach #1 – Pen and Ink Changes to be made to the November 2001 Food Buying Guide

Memo #36: Revised Listing of Food and Nutrition Service (FNS) Approved Enriched Macaroni Products with Fortified Protein

Memo #37: CACFP Institution Overclaims – Assessing Interest

Memo #38: Shared Maintenance Fees Charged by Food Banks

Memo #39: Interim Rule entitled, “Child and Adult Care Food Program: Improving Management and Program Integrity” (2nd Interim Rule)
   Attach #1 – 2nd Interim Rule CACFP Management Improvement Rule: New Provisions Effective on October 1, 2004
   Attach #2 – 2nd Interim Rule CACFP Management Improvement Rule: New Provisions Effective on or after April 1, 2005
   Attach #3 – 2nd Interim CACFP Management Improvement Rule: New Provisions that may be put into effect on or after October 1, 2004
Memo #40: Additional Guidance on the Child and Adult Care Food Program (CACFP) Second Interim Rule
Attach #1 - Questions and Answers: Second Interim Rule on Management Improvement

Memo #41: Sponsor Monitoring Requirements in the CACFP

Memo #42 Monitoring Staff Standards for Centers and Homes

Memo #43 Providing Information versus Writing Bid Specifications and Contract Terms

Memo #44 Applicability of Federal Requirements to School Food Service Procurements

Memo #45 Reaffirming Food and Nutrition Service (FNS) Position on Rebates

Memo #46 Federal Procurement Regulations and Horizon Software LLC

Memo #47 Documenting Reasons for Block Claims by Child Care Centers and Day Care Homes

Memo #48 Mealtime Memo for Child Care

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