



JENNIFER M. GRANHOLM
GOVERNOR

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INTERIM SUPERINTENDENT
OF PUBLIC INSTRUCTION

**FISCAL YEAR 2005
CHILD AND ADULT CARE FOOD PROGRAM
FAMILY DAY CARE HOME SPONSOR MEMO #10**

TO: Family Day Care Home Sponsors
FROM: Julie Stark, Supervisor
Child and Adult Care Food Program
DATE: May 11, 2005
SUBJECT: Monitoring Shifts, Weekends and Suppers

The following changes were discussed at a previous Family Day Care Home Sponsor meeting in attempt to ease the monitoring burden but still maintain the integrity of the Child and Adult Care Food Program (CACFP). The revised policy on monitoring shifts, weekends and suppers is as follows:

Suppers

The sponsor will conduct a minimum of one home visit during supper each fiscal year when a provider claims suppers 3 or more times per week with 3 or more non-residential day care children in attendance at each supper.

Weekends

The sponsor will conduct a minimum of one weekend visit during the fiscal year when a provider claims meals or snacks for 3 or more non-residential day care children on a regular basis (3 or more weekends per month).

Shifts

The sponsor will observe both shifts, from beginning to end, at least once per fiscal year, when a provider claims 3 or more non-residential day care children, 3 or more days a week, over their licensed capacity for any approved meal/snack.

Sponsors are expected to have a system(s) in place to ensure compliance with monitoring requirements.

If you have any questions, please contact Rosemary Suardini at (517) 373-4015.

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