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DEPARTMENT OF EDUCATION
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**FISCAL YEAR 2007
CHILD AND ADULT CARE FOOD PROGRAM
OPERATIONAL MEMORANDUM #11**

TO: Child and Adult Care Food Program Institutions

FROM: Mary Ann Chartrand, Director
Grants Coordination and School Support

DATE: August 3, 2007

SUBJECT: **CACFP Application Renewal**

The Fiscal Year (FY) 2008 Child Nutrition Application Program (CNAP) for the Child and Adult Care Food Program (CACFP) is scheduled to be available for independent child care centers and sponsors of child care centers on August 3, 2007. CNAP can be accessed through the link on the Michigan Education Information System (MEIS) website: <http://Michigan.gov/meis>.

Complete the renewal application on CNAP and print a copy of the completed and approved application to keep in your current files, or have the application accessible onsite in an electronic file.

There are several changes to the FY 2008 CNAP application. Please read each page carefully. If you have questions regarding any page of the application, please refer to the Help link at the top or bottom of each page.

Some of the major changes include:

- The Award Compliance page was renamed to Pre-award Compliance Review. In the past, only new independent centers and sponsors of centers were required to complete. However, some of this information has changed and new questions have been added to reflect the most current Civil Rights requirements. For this FY, all institutions must complete this page;
- A new section in the Management Plan, Program Accountability, was added for all institutions. Please refer to the Help link at the top or bottom of the page if you have questions regarding this information;
- All institutions are required to upload or mail their most recent audited financial statement or balance sheet and income statement; and
- The Agreement is now a Permanent Agreement between the State agency and the institution.

FY 2008 CACFP CNAP applications must be submitted, complete and correct, by September 30, 2007.

If you have questions, please call the CACFP office at (517) 373-7391.

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