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**FISCAL YEAR 2012  
CHILD AND ADULT CARE FOOD PROGRAM  
FAMILY DAY CARE HOME SPONSOR MEMORANDUM #11**

**TO:** Family Day Care Home Sponsors  
**FROM:** Mary Ann Chartrand, Director  
Grants Coordination and School Support  
**DATE:** April 26, 2012  
**SUBJECT:** Eligibility Based on Census Data: 2012 Release

The purpose of this memorandum is to provide guidance regarding the use of census data for area eligibility determinations in the Child and Adult Care Food Program (CACFP) and the Summer Food Service Program (SFSP).

**Area Eligibility Policy**

CACFP day care homes and SFSP sites that establish eligibility using census data are required to use the most recent census data available [7 CFR 226.6(f); 7 CFR 225.6(c)]. The Census Bureau will now estimate household income annually using the American Community Survey (ACS) and therefore, the Food and Nutrition Service will release these new estimates every year. However, in order to reduce burden and maintain consistency within the Programs, area eligibility determinations based on census data are now effective for five years (see Michigan Department of Education (MDE) Fiscal Year 2012, Family Day Care Home Sponsor Operational Memorandum #7, *Eligibility Based on Census Data*).

Census Block Groups (CBGs) will continue to be the geographical unit used to assess eligibility for CACFP and SFSP when using census data. In order for a CACFP day care home or SFSP site to be eligible, 50 percent or more of the children in a CBG must be eligible for free or reduced price school meals.

In the past, CACFP and SFSP used different definitions of children in establishing whether an area is eligible using census data. However, since CACFP no longer establishes area eligibility based on elementary school data, CACFP day care homes and SFSP sites will be considered area eligible if they are located in a CBG that

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qualifies under either CACFP or SFSP. Therefore, the 2012 Michigan Census Block Data includes a column of CBGs for CACFP and a separate column for SFSP. A column has been included (with the heading "Eligible") to indicate whether the CBG is eligible under either program.

### **Day Care Homes**

Effective immediately, the 2000 census data may no longer be used to determine tier I eligibility status of a CACFP day care home; only the 2006-2010 ACS data may be used. Sponsors may reconsider the eligibility of all tier II day care homes based on the new census data. If a day care home is currently classified as tier II, but the CBG data demonstrates that the home is now tier 1, then the sponsor may immediately change the status of the home to tier I and pay the higher rate of reimbursement for the current month and future months. Note, retroactive reimbursement at the higher tier I rates will not be provided for any previous month.

Sponsors must annually inform tier II day care home providers that the provider may ask for a reclassification to be considered when new census data become available each year and that reclassification may be made at any time for tier II homes. Additionally, sponsors must review all tier I day care homes currently eligible based on census data and make a new determination using the newly available census data, as well as other available methods. Sponsors may choose to reconsider day care home classification during the next scheduled on-site home review. The review and reclassification of tier I day care homes must be completed by September 30, 2012.

### **Instructions for Using the New Data to Determine Eligibility**

Go to <http://216.55.182.132/FairData/CACFP/map.asp?command=scope&map=0> to access the 2010 FRAC Child and Adult Care Food Program Mapper. Click the FIND tab located in the upper left hand corner of the screen. A separate window will open enabling you to enter the provider's address. Once the provider's information is entered, click the FIND button. A map which includes information to determine site eligibility for the provider's address will open. Retain a copy of this information for the provider's file.

If you have any questions about this material, please contact our office at 517-373-7391.