



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

**FISCAL YEAR 2016
CHILD AND ADULT CARE FOOD PROGRAM
OPERATIONAL MEMORANDUM #24**

TO: Child and Adult Care Food Program Institutions

FROM: Marla J. Moss, Director
Office of School Support Services

DATE: August 17, 2016

SUBJECT: Taking Food Components Off-site in the At-Risk Afterschool Component of the Child and Adult Care Food Program

The purpose of this memorandum is to extend to the at-risk afterschool component of the Child and Adult Care Food Program (CACFP) the flexibility to take certain food items off-site. This flexibility is currently permitted in the Summer Food Service Program (SFSP) and National School Lunch Program (NSLP). Due to the nature of the at-risk afterschool component of the CACFP and its similarities with the SFSP and NSLP, this allowance **only applies** to the at-risk afterschool component of the CACFP.

Similar to all Child Nutrition Programs (CNP), meals served in the CACFP are intended to be consumed in settings where organized groups of eligible children and adults are gathered to eat. Meals and snacks must be consumed on-site in order for the meal/snack to be reimbursable. If meals/snacks are consumed off-site, such as during a field trip, the CACFP institution or facility must first receive Michigan Department of Education (MDE) approval. Failure to meet this "congregate feeding" requirement will result in the disallowance of meals and/or snacks and may lead to a determination of serious deficiency in the program.

The United States Department of Agriculture (USDA) Food and Nutrition Service (FNS), however, recognizes some children, for a variety of reasons, may want to save some food items to eat at a later time. For this reason, and due to the similar nature of the CACFP's at-risk afterschool component with the SFSP and NSLP, CACFP at-risk afterschool institutions may now allow children to take one vegetable, fruit, or grain item off-site to eat at a later time. The food item a child takes off-site must be from the child's own meal or snack, or have been left on a share table by another child who did not want it. Please refer to Fiscal Year (FY) 2016 Operational Memoranda #17 "The Use of Share Tables in Child Nutrition Programs" for more information about share tables.

STATE BOARD OF EDUCATION

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT
MICHELLE FECTEAU – SECRETARY • PAMELA PUGH – TREASURER
LUPE RAMOS-MONTIGNY – NASBE DELEGATE • KATHLEEN N. STRAUS
EILEEN LAPPIN WEISER • RICHARD ZEILE

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • 517-373-3324

This flexibility begins immediately. Please note CACFP at-risk afterschool institutions must ensure that allowing food items to be taken off-site is in compliance with local and state health and safety codes.

MDE encourages at-risk afterschool institutions to use this flexibility to increase children's consumption of vegetables and fruit, and help reduce potential food waste in the CACFP. It is important to note, though, that at-risk afterschool institutions must have the capacity to monitor the site when food items are being taken off-site to prevent any food safety or integrity issues from arising. If MDE determines during a review that there is not adequate oversight, and therefore, an increased risk of food safety and integrity issues, then MDE may prohibit the individual at-risk afterschool institution from using this flexibility. The decision by MDE to prohibit an at-risk afterschool institution from allowing food items to be taken off-site is not an appealable action.

For questions regarding this memorandum, contact the Child and Adult Care Food Program at 517-373-7391.