



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



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**FISCAL YEAR 2008  
CHILD AND ADULT CARE FOOD PROGRAM  
FAMILY DAY CARE HOME SPONSOR MEMO #4**

**TO:** Family Day Care Home Sponsors

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

**DATE:** April 3, 2008

**SUBJECT:** Monitoring Shifts, Weekends, and Suppers

Fiscal Year 2008, CACFP Operational Memorandum #4, *Sponsor Monitoring of Facilities in the CACFP*, provides guidance on the monitoring requirements of facilities claiming breakfasts, suppers, evening snacks, or weekend meals. This memorandum replaces the monitoring requirements described in Fiscal Year 2005, CACFP, Family Day Care Home Sponsor Memorandum #10, *Monitoring Shifts, Weekends, and Suppers*.

Sponsors are expected to provide oversight of all types of meal services claimed by day care homes.

If you have any questions concerning monitoring requirements, please contact the CACFP office at (517) 373-7391.

Please keep this memo available for quick and easy reference.

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