



Child and Adult Care Food Program (CACFP)

June 2023

www.michigan.gov/cacfp

Sponsor Organization: Virtual Site Monitoring Waiver Flexibility Ending June 10, 2023

Due to the Global Public Health Emergency ending on May 11, 2023, the United States Department of Agriculture's (USDA) Waiver #96-Nationwide Waiver of Onsite Monitoring Requirements for Sponsors in the Child and Adult Care Food Program—Extension will expire on June 10, 2023.

Sponsoring organizations are required to resume face-to-face monitoring of their sites. Refer to [Monitoring Requirements Memo-Reissued](#) and [Conducting Five-Day Reconciliation-Reissued](#) for sponsor site monitoring requirements.

For questions related to site monitoring, contact [your analyst](#) or the MDE CACFP at MDE-CACFP@Michigan.gov.

CACFP Participation is an Indicator of Quality Care

CACFP combats hunger and brings healthy foods to tables across the country for children in child care centers, homes, emergency shelters, and afterschool programs as well as adults in day care through this USDA federal reimbursement program.

Children learn healthy eating habits from caregivers who recognize the importance of participating in the CACFP as a way to help children grow and develop to their fullest potential. Receiving nutritious meals early in life, as well as being physically active, is critical to the establishment of positive lifelong habits.

Visit www.michigan.gov/cacfp and become part of CACFP.

Thinking Thursdays Webinars

Join the Michigan CACFP's Thinking Thursdays Webinar

Date and Time:

June 8, 2023, at 2:00pm,
Eastern Time (US and Canada)

Topic:

CACFP - Coordinated
Application Assistance

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_Uiy5Zmb3QNSIMuzAXY_bCq

After registering, you will receive a confirmation email containing information about joining the webinar.



2024 Coordinated Application

The 2024 Child Nutrition Coordinated Application is now available! The Coordinated Application provides one application for all Child Nutrition Programs.

If you are new to your organization/district/agency or the Coordinated Application, you will need to complete the steps in Messages 1 - 3 below.

- Click [HERE](#) to see Message #1 instructions.
- Click [HERE](#) to see Message #2 instructions.
- Click [HERE](#) to see Message #3 instructions.

IMPORTANT THINGS TO KNOW:

- The information from your previous application (CACFP and School Nutrition Program) will transfer over to the 2024 Coordinated Application. Please review the information and make any corrections as necessary.
- There is a new process for adding brand new sites to your application. Guidance on this process can be found in the [Coordinated Application User Guide](#) for Sites Names.
- If your district plans to apply or reapply for the Community Eligibility Provision (CEP), CEP spring data will not be available in the application until May. Districts that are mid-cycle will have the current application display. If the CEP page is edited prior to the availability of CEPI spring general collection CEP school level data, the page will load with zeros. Communication will be sent out when the CEP page is ready for school year 2023-2024.

INITIATE APPLICATION:

The 2024 Coordinated Application must be initiated before it can be completed. If your organization/district/agency has an approved 2023 Coordinated Application, the NexSys level 4 and/or Level 5 users both have the authority to initiate the 2024 application. Instructions are below.

- Go to "My Tasks"
- Click on "Initiate Related Document"
- Select "CNP: Coordinated Application"

If you don't see "My Tasks," you may need to set up your NexSys Dashboard. Instructions are below.

- Click on your name on the home page of NexSys
- Click on Edit Dashboard
- Click Add Panel
- Click on the drop-down carrot in the top section
- Choose My Tasks and Announcements
- Click Save

Refer to the [NexSys Quick Guide](#) for basic information regarding the NexSys system and how it works.

Click [HERE](#) to see the MEGS+ user levels converted to the NexSys user levels and what each of them can do.

Click [HERE](#) for the Coordinated Application User Guide.

IMPORTANT NOTE:

If your organization/district/agency is participating in the School Nutrition Program and/or the Child and Adult Care Food Program, the 2024 Coordinated Application MUST be submitted on or before the following dates to receive a claim for meals. No exceptions will be made.

- Applications MUST be submitted by Thursday, June 29, for a July claim.
- Applications MUST be submitted by Thursday, July 27, for an August claim.
- Applications MUST be submitted by Thursday, August 31, for a September claim.
- Applications MUST be submitted by Thursday, September 28, for an October claim.

Do not wait to get your application submitted! There are approximately 1,200 sponsors that participate in the Child Nutrition Programs. The Office of Health and Nutrition Services (OHNS) staff will be working diligently to get all applications approved in a timely manner. Applications will be approved in the order they are submitted, with exception for those needing a July claim.

Click [HERE](#) for the Child Nutrition Coordinated Application User Guide.

Please contact your [program analyst](#) with any questions.

Mealtime Memo (MTM)

MTM is focused on nutrition and wellness in child care settings and is specifically intended for use by child care professionals who participate in CACFP. The objective is to provide research-based best practices for planning, preparing, and/or serving nutritious, safe, and child-friendly meals in child care settings operating the CACFP.

Access memos here: <https://theicn.org/icn-resources-a-z/mealtime-memo/>

"And Justice for All" Poster Reminder

Until a new version is printed and distributed by the USDA, the 2019 "And Justice for All" poster must be displayed by all federal nutrition program sponsors. The 2019 poster is to be posted in a prominent place such as the parent notice board and in the administrative office. Posters do not have to be posted in individual classrooms.

Posters may be printed from the Food and Nutrition Service (FNS) webpage at: [And Justice for All Posters \(Guidance and Translations\) | Food and Nutrition Service \(usda.gov\)](https://www.fns.usda.gov/and-justice-for-all-posters-guidance-and-translations).

Let's see how much you know about Child Nutrition (CN) labels with Team Nutrition's latest web quiz!

The [Child Nutrition Label Quiz](#) helps operators identify products that may need a CN label and understand the requirements for accepting CN labeled products. The quiz consists of 10 self-paced questions that provide feedback for correct and incorrect answers. The user has the opportunity to retake the quiz and retry the questions as many times as desired. This quiz was created to support the information found in the [CN Labeling Program](#) and [Food Buying Guide for Child Nutrition Programs](#).

This quiz is the newest addition to [Team Nutrition web quizzes](#) that cover a variety of nutrition and Child Nutrition Program related topics. These short quizzes can be used for self-paced knowledge assessments, at trainings, or at other nutrition events as a fun and engaging learning activity. Upon completion of each quiz, users receive a score along with a link to resources that can help expand their knowledge on the topic and build their menu planning skills. The quizzes are also available as widgets, so they can be easily embedded and displayed on other web pages to support training.

Take the quiz at <https://www.fns.usda.gov/quiz/child-nutrition-label-quiz>.

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [USDA Program Discrimination Complaint Form](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; or fax: (833) 256-1665 or (202) 690-7442; or email: program.intake@usda.gov.

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USDA Civil Rights Complaint Link:

<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>