

Wisconsin Department of Public Instruction



CACFP

BULLETIN

October 2024-01

Announcements from the Child and Adult Food Care Program (CACFP)

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Reminder: CACFP Contract Renewal – Action needed by October 13th (ALL but FDCH)

Participating agencies were [notified](#) September 28, 2023, that the FFY 2024 CACFP contract opened for renewal. In order to continue participation in the CACFP during FFY 2024 (October 1, 2023 – September 30, 2024) you must complete and submit the contract using the [Online Services](#) website. Information to complete the CACFP contract can be found on our [Contract](#) webpage.

Your agency must submit the contract no later than **Friday, October 13, 2023**. **You will not be able to submit an October 2023 claim if your contract is not approved.** Upon approval, the DPI will email an approval letter to the Authorized Representative.

Eligibility Requirements: For-Profit Centers

A for-profit center must meet the following eligibility requirements to participate in the CACFP. A privately owned for-profit child care center may only participate in the CACFP if at least 25 percent of the children in care (enrollment or licensed capacity, whichever is less) are eligible for free or reduced-price meals or receive benefits from Title XX of the Social Security Act, and the center receives compensation from funds granted to the States under Title XX.

Each for-profit center must meet the 25 percent requirement every month in order to be eligible to claim meals. However, there is no requirement that an appropriately enrolled Program participant be in attendance, or participate in a meal, at any time during the claim month.

If you are unsure if your center qualifies for the CACFP for a given month, contact your [assigned consultant](#) for guidance.

Updated CACFP Consultant Agency Assignments (ALL)

The CACFP agency assignments have been updated. Check out the [Consultant Assignments](#) webpage, as your assigned consultant may have changed. Your consultant is a valuable resource. Contact us when you have questions about the CACFP.

Independent Centers Only: Annual CACFP Financial Report Due November 1, 2023 (ALL but FDCH)

All independent agencies (one site on the CACFP) that participated on the CACFP **between October 1, 2022, and September 30, 2023**, should start gathering financial records to complete the [CACFP annual financial report](#). This report is due November 1, 2023. **However, do not submit the report until AFTER the September 2023 claim has been submitted.**

Translated Materials (ALL)

The DPI has translated the following materials into Spanish and Hmong. These materials can be found on our [Translated Documents & Forms](#) or next to the English versions throughout our website.

- CACFP Overview
- WIC Fact Sheet 2024

The DPI website has an option to use Google Translate for its pages. It is recognized that Google Translate may not be 100% accurate with translation, however it does increase access to the website for many individuals. Google Translate can be found at the top of each webpage.

Feeding Infants and Meal Pattern Requirements in CACFP (ALL)

FNS is pleased to announce the release of a revised policy memorandum, [CACFP 11-2023 “Feeding Infants and Meal Pattern Requirements in the Child and Adult Care Food Program: Questions and Answers \(Revised September 2023\).”](#) The purpose of this memorandum is to provide updated guidance on feeding infants and the infant meal pattern requirements in the Child and Adult Care Food Program (CACFP). It also includes Questions and Answers in the Attachment. This revision incorporates updated breastmilk storage recommendations, infant formula food safety considerations, information on crediting grains in ounce equivalents, and includes four new questions and answers. This memorandum supersedes CACFP 02-2018: Feeding Infants and Meal Pattern Requirements in the Child and Adult Care Food Program; Questions and Answers, October 19, 2017.

Now Available! New Food Yields Added to the Food Buying Guide for Child Nutrition Programs Interactive Web-based Tool and FBG Mobile App! (ALL)

New yields are now available in the Food Buying Guide for Child Nutrition Programs Interactive Web-based (FBG) Tool and FBG Mobile App! New yield data is available for: individually quick-frozen (IQF) black beans, IQF pinto beans, roasted soybeans, roasted chickpeas, fresh oranges, grape tomatoes, and ready-to-use diced and sliced onions. Stay tuned for additional yield data releases coming soon. Explore the [Food Buying Guide for Child Nutrition Programs](#) today!

New Team Nutrition Training Modules on FBG and Exhibit A Grains Tool (ALL)

The U.S. Department of Agriculture's Team Nutrition has released two new training modules to assist Child Nutrition Programs participants, including those participating in the Child and Adult Care Food Program (CACFP)! The modules provide a step-by-step tour through the **Exhibit A Grains Tool** and **Food Buying Guide (FBG) Calculator** available on the FBG Interactive Web-Based Tool and Mobile App. The modules also provide an in-depth look at each tool and interactive knowledge checks to assist the learner.

Topics covered include:

- Module 4: Exhibit A Grains Tool
- Module 5: FBG Calculator

Find these modules and other training, such as webinar recordings, on the [Food Buying Guide for Child Nutrition Programs: Training Resources](#).

Find modules 1, 2, and 3 on the Institute of Child Nutrition [iLearn Portal](#).

Contact Information

For questions about these resources, contact USDA Team Nutrition at TeamNutrition@fns.usda.gov. For questions about the CACFP meal patterns, contact your [assigned consultant](#).

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REMINDER: Claim Submission Deadlines: Federal regulations impose a claim submission deadline of 60 calendar days after the last day of the month for which the claim applies. For DPI's CACFP Claim Submission Deadlines visit [Claim Submission Deadlines](#).

Contact your [assigned CACFP consultant](#) with questions about the items in the bulletin, or other CACFP questions.

Do you have new staff working with the CACFP? Check out this resource [New Staff Responsibilities for CACFP](#).

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Program Abbreviation Key
CC=Child Care
AR=At Risk
FDCH: Family Day Care Home
HS: Head Start
ES: Emergency Shelters
SO: Sponsoring Organizations
OS: Outside of School Hours Care
ADC: Adult Day Care
ALL: Applies to all types

The abbreviation key identifies each type of program in the CACFP. Each section above identifies who the information applies to when implementing the CACFP. If your type of program is not listed in a section, it does not apply.

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