DUE NOW: September monthly menus and new enrollments are due October 5, 2015

CACFP UPDATES

- **IMPORTANT**: We had lots of calls last month about CACFP reimbursement deposits. The reimbursement schedule is available on our website and the deposit date for the current claim is posted at the top of this Memo. Keep in mind that sometimes you may receive your reimbursement before the date posted above; however we cannot guarantee that you will. Please wait to call us until **after** the deposit date if you haven’t received your CACFP reimbursement. Thanks!

- **Reminder**: During the school year, it is **no longer required** to record when school aged children are in your care during school hours. This also includes Winter Break and Spring Break. Continue to claim all children in your care during your hours of operation.

- **Reminder**: On an upcoming visit your Nutrition Specialist will be bringing you a new CACFP folder. In your folder you will find some important information including a review of 4-C CACFP Policies and Procedures, the CACFP Annual Check List, 4-C CACFP Appeal Procedures, Women, Infants, and Children (WIC) flyer, the Building for the Future Flyer. Please take time to read through all the materials and post the WIC info as well as the Building for the Future info on your parent board.

- **Please note**: CACFP program integrity is something that the 4-C Food Program takes very seriously and when we observe a meal on a home review we record the foods we observe on our form that you receive a copy of. Sometimes claims submitted by providers that had a meal observation **do not match** the components recorded on the home review form submitted by the 4-C Nutrition Specialists. Please ensure that you are claiming the actual components you are serving the children in your care. In order to remain in compliance with CACFP program rules, we will deduct meals claimed that **do not match** meals observed during a home review. Thanks for your attention to this important matter.

- **Recording Milk**: See page two of the Memo for information on claiming milk starting October 1, 2015.

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**Note from Food Program Manager:**

4-C is making changes to our sponsorship of the Food Program starting with our new fiscal year. As of October 1, 2015; the 4-C Food Program will **no longer** be sponsoring the CACFP in the following counties: Marquette, Adams, Juneau, Monroe, La Crosse, Vernon, and Crawford. The providers impacted by this change have been notified and will be able to participate in the CACFP with another sponsor. We will **continue** to serve the providers we have in Richland, Sauk, Columbia, Dodge, Jefferson, Dane, Iowa, Grant, Lafayette, Green, Rock, and Walworth counties. This change will allow the 4-C Food Program to focus its efforts on better serving community needs of the service area that the rest of 4-C serves. We want to thank the providers in the counties we will be no longer serving for their participation in the Food Program with us. Please feel free to contact us if you have any questions of concerns.

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**Your 4-C CACFP Team**  foodprog@4-C.org

**4-C CACFP MANAGER**  Tanya Kirtz

**CACFP Administrative Assistants**  Bette Miller

**NUTRITION SPECIALISTS**  Mary Schott

Heidi Duren

Robin Hunter

Jan Howe

Wanda Rodriguez
Recording Milk on 4-C CACFP Menus

Last month we let you know that starting in October 2015 the selections for milk are going to change in Minute Menu to the following: 1% milk (low-fat), skim milk (non-fat), or other milk. Please remember that children aged 2 and up must be served skim or 1% milk unless there is a medical statement on file for other types of cow’s milk or a parental request for an approved non-dairy milk substitute on file with the 4-C Food Program office. Children ages 1-2 can be served whole milk or 2% milk in addition to skim or 1%. It is recommended but not required that children ages 1-2 be served whole milk for the additional fat which aids in brain development. Please see below for how to claim milk starting in October. If you have questions about this, please give the 4-C Food Program a call. Thanks!

If you claim online:

1. Your new choices will be non-fat milk-skim (1), low-fat milk-1% (2), or other milk.
2. When claiming other milk you will need to make a note in the comments section and let us know what type of milk is served. Please note that a medical statement or parental request may be needed for other milks (see above).
3. If you care for children of all ages, please record the type of milk served to children aged 2 and up.
4. If you care for children only two years or younger and serve whole or 2% milk, please claim other milk and under comments list the type of milk served.

If you claim using paper menus:

1. For all dots menus our new choices will be non-fat milk-skim (1), or low-fat milk-1% (2). For handwritten menus please write in the type of milk served. For example, write 1% milk not just milk.
2. For all dots menus when claiming other milk (meaning the milk you serve is not skim or 1%) please claim 1 on your menus and write on your CIF what type of milk is served. For handwritten menus continue to claim the milk you serve. Please note that a medical statement or parental request may be needed for other milks (see above).
3. If you care for children of all ages, please record the type of milk served to children aged 2 and up.
4. For all dots menus if you care for children only two years or younger and serve whole or 2% milk, please claim 1 and note on your CIF what type of milk you serve.