

# FOOD PROGRAM Memo



JULY 2023

## TIERING / INCOME RENEWALS

The Keep Kids Fed Act (KKFA) that allowed temporary additional reimbursement for CACFP ends June 30, 2023. This includes the additional 10 cents for all CACFP meals/ supplements and for Tier 1 rates for all family day care homes in CACFP. **THIS MEANS THAT USDA TIERING REQUIREMENTS WILL RESUME JULY 1, 2023.**

Income renewal information will be sent the week of July 3<sup>rd</sup> to all providers who have qualified in the past for Tier 1 rates based on income as well as providers who qualify by school/census and claim their own children. If you receive income renewal information from us either by mail or email, please complete the form(s) and send in with any required documentation no later than **July 21, 2023.**

**It is extremely important you submit all paperwork on time in order to allow time for it to be processed and approved by July 31<sup>st</sup> to qualify for Tier 1 rates for your July 2023 claim.**

You will only automatically receive income renewal information if you were at Tier 1 based on income prior to the nationwide tiering waiver.

Please let us know if your income and/or household size has changed and you would like to apply for Tier 1 reimbursement - we will be more than happy to send you the proper forms. They can also be found on our website: <https://www.4-c.org/providers/food-program-for-family-child-care-providers/memos-and-forms-for-the-food-program/>

Not sure if your income qualifies you for Tier 1 status? Click here for a chart that lists the USDA Income Eligibility Guidelines to determine eligibility by income information reported on the completed Household Size-Income Statements for claiming provider's own children and qualifying providers (who are not area eligible) as Tier 1 and children enrolled with Tier 2 providers at the Tier I meal rates. [https://dpi.wi.gov/sites/default/files/imce/community-nutrition/pdf/gm\\_i\\_attach\\_4.pdf](https://dpi.wi.gov/sites/default/files/imce/community-nutrition/pdf/gm_i_attach_4.pdf)

## ANNUAL RECORD KEEPING ASSIGNMENT

A reminder that it is a requirement from DPI and USDA to complete this training in order to continue participating in the Food Program. While it may seem repetitive to complete this assignment every year, it is helpful to refresh yourself on the requirements of the Food Program. Although you technically have until September to complete the training to meet the requirement, we highly encourage you to complete it as soon as possible as this will give your Nutrition Specialist time to review any of the questions with you at home reviews.

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**WHERE DO I FIND IT?** The Record Keeping Assignment is available on the 4-C website. Or just click on the links below:

*Annual Training Assignment*

<https://www.4-c.org/wp-content/uploads/2022/12/Assignment-only-FFY-22-23.pdf>

*Training Answer Sheet*

<https://www.4-c.org/wp-content/uploads/2022/12/Answer-Sheet-only-FFY-22-23.pdf>

**HOW DO I COMPLETE THE ASSIGNMENT?** Here are the steps:

- ✓ Read through the entire Record Keeping Assignment online.
- ✓ Print the Answer Sheet and fill it out completely.
- ✓ Return the completed and signed Answer Sheet to the 4-C CACFP office by September 1, 2023.
- ✓ Wait for your certificate to be either emailed or mailed to you (if you do not receive this, please contact the office as it means we may not have gotten your assignment).

**According to our records, there are still 65 providers who need to complete the assignment for this year.**

## FOOD PROGRAM STAFF

### **Health and Safety Services Manager**

Brianne Heidke  
brianne.heidke@4-C.org  
608-216-7014

### **Administrative Assistant**

Bette Miller  
bette.miller@4-C.org  
608-216-7028

### **Nutrition Specialists**

Jan Howe  
jan.howe@4-C.org  
608-219-6715

Robin Hunter  
robin.hunter@4-C.org  
608-219-6716

Wanda Rodriguez  
wanda.rodriguez@4-C.org  
608-712-1053

Mary Schott  
mary.schott@4-C.org  
608-219-6714