

MIDWEST CHILD CARE ASSOCIATION ANNUAL CENTER TRAINING

JUNE 22, 2022



AGENDA

- 1. BRIEF OVERVIEW – JANET HERZOG
- 2. PRODUCTION RECORDS – LACEY DREWS
- 3. CX AND KIDKARE – LACEY DREWS
- 4. INCOME ELIGIBILITY FORMS (IEF'S) JONI MENGLER
- 5. RECEIPTS AND NON-PROFIT STATUS – JANET HERZOG
- 6. VENDOR CONTRACTS – JANET HERZOG
- 7. SERIOUSLY DEFICIENT – JANET HERZOG
- 8. MISCELLANEOUS ISSUES – JANET HERZOG, LACEY DREWS, AND JONI MENGLER

WELCOME – HOUSEKEEPING RULES

- NO CERTIFICATES WILL BE SENT, THIS TRAINING ONLY COUNTS FOR THE FOOD PROGRAM. WHEN YOU'RE RETURNING QUIZZES, PLEASE BE SURE TO LIST THE INDIVIDUALS THAT ATTENDED IN ADDITION TO THE NAME OF YOUR CENTER.
- PLEASE USE THE CHAT BOX TO ASK QUESTIONS, AND WRITE THEM DOWN AS YOU THINK OF THEM. THAT WAY YOU WON'T FORGET.
- WHEN TURNING IN QUIZZES, PLEASE LIST SUBJECTS THAT YOU'D LIKE US TO ADDRESS AT OUR NEXT TRAINING, WE WANT THIS TO BE HELPFUL TO YOU.
- THE ENTIRE TRAINING MUST BE WATCHED IN ORDER TO COUNT TOWARD YOUR ANNUAL TRAINING.

MENU PRODUCTION REMINDERS AGES 1+

BREAKFAST:

Grain
Fruit **and/or** Vegetable
Milk

* can substitute meat/alt up to 3 times/week

LUNCH:

Grain
Vegetable
Fruit **or** 2nd Vegetable
Meat/Alt
Milk

PM SNACK:

Any 2 components

- WHOLE GRAIN NEEDS SERVED EVERY DAY AND **NOTED** ON MENUS
- JUICE ONLY ONCE PER DAY AGE 1+
- LIST ALL QUANTITIES
- OUNCE EQUIVALENTS FOR GRAINS
- CEREALS & YOGURTS NEED TO MEET SUGAR REQUIREMENTS
- PROCESSED FOODS NEED CN LABELS AND PRODUCT FORMULATION STATEMENTS

THESE ARE NOT GRAINS

TATER TOTS
HASHBROWNS
FRENCH FRIES
MASHED POTATOES
SCALLOPED POTATOES



Wheat does NOT equal whole grain



Ingredients

INGREDIENTS: ENRICHED WHEAT FLOUR [FLOUR, BARLEY MALT, NIACIN (VITAMIN B3), REDUCED IRON, THIAMIN MONONITRATE (VITAMIN B1), RIBOFLAVIN (VITAMIN B2), FOLIC ACID (VITAMIN B9)], WATER, WHOLE WHEAT FLOUR, YEAST, SUGAR, VITAL WHEAT GLUTEN, SOYBEAN OIL, SALT, MOLASSES, DOUGH CONDITIONERS (MONO- AND DIGLYCERIDES, SODIUM STEAROYL LACTYLATE, ASCORBIC ACID), CALCIUM PROPIONATE (TO RETAIN FRESHNESS), YEAST NUTRIENTS (MONOCALCIUM PHOSPHATE, AMMONIUM SULFATE, CALCIUM SULFATE), ENCAPSULATED SORBIC ACID (SORBIC ACID, HYDROGENATED VEGETABLE OIL, MONO- AND DIGLYCERIDES), SOY LECITHIN.

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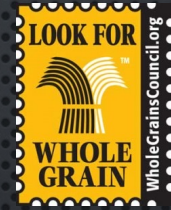
Ingredients

Whole Wheat Flour, Water, Wheat Gluten, Sugar, Yeast, Soybean Oil, Salt, Molasses, Monoglycerides, Calcium Propionate (Preservative), Datem, Calcium Sulfate, Soy Lecithin, Citric Acid, Potassium Iodate, Grain Vinegar



Look for:

- “Whole” in the 1st ingredient
- “100%”
- Whole Grain Stamp



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Menu Production Records

Meat/Alt											
Milk	Whole Milk	1/2 c							2 c		
Milk	1%/Skim Milk		1/2 c	3/4 c	1 c	1 c	1 c		1.19 gal		
Milk	Milk Substitute	1/2 c	1/2 c	3/4 c	1 c	1 c	1 c				

Lunch		1 Yr	2 Yrs	3-5 Yrs	6-12 Yrs	13-18 Yrs	Adults	Total		Total
	Estimated Attendance	5	4	10	2	0	0	21	Planned Participation	
	Actual Attendance								Non-Program Meals	

Component	Food Served/Planned	Rqd Serving Size By Age						Qty Needed	Qty Needed	Actual	Spe
		1	2	3-5	6-12	13-18	Adult	Per Estimated	Per Actual	Qty Prepared	
Brd/Alt	White Bread	1/2 ozeq	1/2 ozeq	1/2 ozeq	1 ozeq	1 ozeq	2 ozeq	11 1/2 oz eq		2 loaves	
Veg	Green Beans	1/8 c	1/8 c	1/4 c	1/2 c	1/2 c	1/2 c	4 5/8 c		1 can	
Fruit	Pears	1/8 c	1/8 c	1/4 c	1/4 c	1/4 c	1/2 c	4 1/8 c		1 can	
Meat/Alt	Turkey Breast	1 oz	1 oz	1 1/2 oz	2 oz	2 oz	2 oz	1.75 lb		2 pkgs	
Milk	Whole Milk	.047 gal						.235 gal		3 gal	
Milk	1%/Skim Milk		.047 gal	.047 gal	.063 gal	.063 gal	.063 gal	.784 gal			
Milk	Milk Substitute	.047 gal	.047 gal	.047 gal	.063 gal	.063 gal	.063 gal				

P.M. Snack		1 Yr	2 Yrs	3-5 Yrs	6-12 Yrs	13-18 Yrs	Adults	Total		Total
	Estimated Attendance	6	3	18	13	0	0	40	Planned Participation	
	Actual Attendance								Non-Program Meals	

Component	Food Served/Planned	Rqd Serving Size By Age						Qty Needed	Qty Needed	Actual	Spe
		1	2	3-5	6-12	13-18	Adult	Per Estimated	Per Actual	Qty Prepared	
Brd/Alt	Graham Crackers	1/2 ozeq	1/2 ozeq	1/2 ozeq	1 ozeq	1 ozeq	1 ozeq	26 1/2 oz eq			

P.M. Snack		1 Yr	2 Yrs	3-5 Yrs	6-12 Yrs	13-18 Yrs	Adults	Total		Total
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Fruit	Pears	1/8 c	1/8 c	1/4 c	1/4 c	1/4 c	1/2 c	4 1/8 c		1 can		
Meat/Alt	Turkey Breast	1 oz	1 oz	1 1/2 oz	2 oz	2 oz	2 oz	1.75 lb		2 pkgs		
Milk	Whole Milk	.047 gal						.235 gal				
Milk	1%/Skim Milk		.047 gal	.047 gal	.063 gal	.063 gal	.063 gal	.784 gal		3 gal		
Milk	Milk Substitute	.047 gal	.047 gal	.047 gal	.063 gal	.063 gal	.063 gal					
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Brd/Alt	Graham Crackers	1/2 ozeq	1/2 ozeq	1/2 ozeq	1 ozeq	1 ozeq	1 ozeq	26 1/2 oz eq				

- Non measureable quantities
- Milks totaled together

Meat/Alt											
Milk	Whole Milk	1/2 c							2 c		
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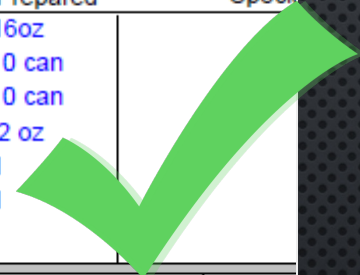
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Brd/Alt	White Bread	1/2 ozeq	1/2 ozeq	1/2 ozeq	1 ozeq	1 ozeq	2 ozeq	11 1/2 oz eq		2 - 16oz	
Veg	Green Beans	1/8 c	1/8 c	1/4 c	1/2 c	1/2 c	1/2 c	4 5/8 c		1 #10 can	
Fruit	Pears	1/8 c	1/8 c	1/4 c	1/4 c	1/4 c	1/2 c	4 1/8 c		1 #10 can	
Meat/Alt	Turkey Breast	1 oz	1 oz	1 1/2 oz	2 oz	2 oz	2 oz	1.75 lb		2 - 12 oz	
Milk	Whole Milk	.047 gal						.235 gal		1 gal	
Milk	1%/Skim Milk		.047 gal	.047 gal	.063 gal	.063 gal	.063 gal	.784 gal		2 gal	
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- o Quantities listed in weight
- o #10 can is fine
- o Amounts for whole and 1% listed separately



CEREALS AND YOGURTS

- MUST BE WITHIN SUGAR LIMITS
- LOOK FOR WIC APPROVED ITEMS
- UNSURE? ASK US 😊
- MUST DOCUMENT SERVING SIZE AND SUGARS PER SERVING ON MENU PRODUCTION RECORDS

Special Notes
→ Cheerios
28 gram serving
1 gram Sugar

Special Notes
→ Great Value
light blueberry
6oz
10 grams Sugar

Serving size →

Nutrition Facts		
Serving Size 1/4 cup (30g)		
Servings Per Container about 15		
Amount Per Serving	Cereal	with 1% cup skim milk
Calories 100	100	140
Calories from Fat 5	5	5
% Daily Value*		
Total Fat 0.5g	1%	1%
Saturated Fat 0g	0%	0%
Trans Fat 0g		
Polyunsaturated Fat 0g		
Monounsaturated Fat 0g		
Cholesterol 0mg	0%	1%
Sodium 140mg	6%	9%
Potassium 90mg	3%	8%
Total Carbohydrate 22g	7%	9%
Dietary Fiber 3g	11%	11%
Sugars 5g		
Other Carbohydrate 14g		
Protein 140mg		

Sugars per serving →

CN LABELS AND PRODUCT FORMULATION STATEMENTS

- NEEDED FOR ANY PREPACKAGED COMBINATION FOODS
 - CHICKEN NUGGETS
 - FISH STICKS
 - CORN DOGS
 - PREMADE LASAGNA
 - RAVIOLI
 - FROZEN PIZZAS
 - FROZEN TAQUITOS & BURRITOS
 - BREAKFAST SANDWICHES/PANCAKE ON A STICK
 - UNCRUSTABLES
- NEEDED FOR ANY FOODS WITH FILLERS
 - HOT DOGS *
 - LUNCH MEAT *
 - SAUSAGE
 - MEATBALLS
 - DRIED MEATS
 - CHEESE SAUCES

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 - SAUSAGE
 - MEATBALLS
 - DRIED MEATS
 - CHEESE SAUCES

****TIME TO GET NEW LABELS****

LABELS

- **WHOLE GRAINS** – INGREDIENT LIST
- **CEREALS** – NUTRITION FACTS
- **YOGURTS** – NUTRITION FACTS
- **PROCESSED FOODS**** – INGREDIENT LIST



Does this count as a label?

Chickens are raised cage-free, not confined to cages. 84856



PERDUE
Simply Smart.
ORGANICS

• Breaded •
CHICKEN BREAST NUGGETS
BREADED NUGGET SHAPED CHICKEN BREAST PATTIES WITH RIB MEAT

GLUTEN FREE

Nutrition Facts	
About 8 servings per container	
Serving size 3 Pieces (76g)	
Amount per serving	
Calories	170
% Daily Value*	
Total Fat 5g	12%
Saturated Fat 1.5g	8%
Trans Fat 0g	
Cholesterol 30mg	10%
Sodium 300mg	17%
Total Carbohydrate 13g	5%
Dietary Fiber 0g	0%
Total Sugars 1g	
Includes 1g Added Sugars	2%
Protein 10g	20%
Vit. D 0mcg 0% • Calcium 5mg 0%	
Iron 0mg 0% • Potas. 150mg 4%	

*The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

Calories per gram:
Fat 9 • Carbohydrate 4 • Protein 4

INGREDIENTS: Organic Boneless Chicken Breast with Rib Meat, Water, Organic Rice Flour, Organic Yellow Corn Flour, Organic Yellow Corn Meal, CONTAINS LESS THAN 2% OF Sea Salt, Organic Corn Starch, Organic Garlic Powder, Organic Cane Sugar, Organic Onion Powder, Organic Raisin Juice Concentrate, Organic Honey, Organic White Pepper, Organic Black Pepper, Organic Yeast Extract.

Distributed by: Perdue, Salisbury, MD 21804
Certified Organic By QAI

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QUESTIONS? COMMENTS?

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Weekdays 9:00 am - 6:30 pm ET

CONTACT or CHAT
with us at perdue.com/cr for recipes, product tips, and general info.

WRITE
Perdue Consumer Relations,
P.O. BOX 1537, Salisbury, MD 21802

NO ARTIFICIAL FLAVORS AND NO PRESERVATIVES
Our chickens are raised with 100% VEGETARIAN DIET

NO ANIMAL BY-PRODUCTS
CAGE FREE*

When it comes to the food you feed your family, quality counts. With a 100-year tradition of excellence, PERDUE® is dedicated to providing wholesome, flavorful foods that start with chickens raised on family farms, right here in the USA.

With PERDUE® SIMPLY SMART® Organics, we keep it simple, so it's easy to eat and satisfying. That means using only organic, non-GMO® ingredients you can recognize. We added Organic Corn Flour, Organic Rice Flour, Organic Honey, and a touch of Cane Sugar to 100% natural* organic chicken to create a gluten-free favorite.

Just heat and serve.

HEATING INSTRUCTIONS
COOK FROM FROZEN • PREFERRED METHOD:

Preheat OVEN or Toaster Oven to 425°F
Spray baking sheet with cooking spray.
Place frozen nuggets in single layer on baking sheet.Bake for 13 TO 15 MINUTES, or until heated through.Let stand 2 to 3 minutes before serving.

AIR FRYER: Preheat Air Fryer to 350°F. Place a single, evenly spaced layer of frozen nuggets in the basket. Heat for AT LEAST 8 MINUTES, or until heated through.

MICROWAVE OVEN: Place 3-4 frozen nuggets in single layer on a microwave safe plate lined with paper towel. Heat, uncovered, on HIGH for 3 1/2 MINUTES, turning halfway through heating time. Let stand for 1 to 2 minutes before serving.

Appliances may vary, heating times are approximate.

"If this purchase fails to meet your expectations, I want to know about it."

Jim Perdue

© 2021 Perdue Package design 13-1

Does this count as a label?

No – This does not tell you how much meat or grain is in each serving. Only a PFS or CN label give you this information.

Chickens are raised cage-free, not confined to cages. 84856

PERDUE

SimplySmart.
ORGANICS

Breaded
CHICKEN BREAST NUGGETS
BREADED NUGGET SHAPED CHICKEN BREAST PATTIES WITH RIB MEAT

GLUTEN FREE

Nutrition Facts	
About 8 servings per container	
Serving size 3 Pieces (76g)	
Amount per serving	
Calories	170
% Daily Value*	
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Trans Fat 0g	
Cholesterol 30mg	10%
Sodium 300mg	17%
Total Carbohydrate 13g	5%
Dietary Fiber 0g	0%
Total Sugars 1g	
Includes 1g Added Sugars	2%
Protein 10g	20%
Vit. D 0mg 0%	Calcium 5mg 0%
Iron 0mg 0%	Potas. 150mg 4%

*The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

Calories per gram:
Fat 9 • Carbohydrate 4 • Protein 4

INGREDIENTS: Organic Boneless Chicken Breast with Rib Meat, Water, Organic Rice Flour, Organic Yellow Corn Flour, Organic Yellow Corn Meal, CONTAINS LESS THAN 2% OF Sea Salt, Organic Corn Starch, Organic Garlic Powder, Organic Cane Sugar, Organic Onion Powder, Organic Raisin Juice Concentrate, Organic Honey, Organic White Pepper, Organic Black Pepper, Organic Yeast Extract.

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Place frozen nuggets in single layer on baking sheet.

Bake for 15 TO 13 MINUTES, or until heated through.

Let stand 2 to 3 minutes before serving.

Appliances may vary, heating times are approximate.

AIR FRYER: Preheat Air Fryer to 350°F. Place a single, evenly spaced layer of frozen nuggets in the basket. Heat for AT LEAST 8 MINUTES, or until heated through.

MICROWAVE OVEN: Place 5-6 frozen nuggets in single layer on a microwave safe plate lined with paper towel. Heat, uncovered, on HIGH for 5 1/2 MINUTES, turning halfway through heating time. Let stand for 1 to 2 minutes before serving.

"If this purchase fails to meet your expectations, I want to know about it."

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CN Labels and PFS show how much of each serving counts toward each component

- Use this information to meet the minimum serving portions for each age group
- Document this information on your menu production records

Pizza Cheese Pizza

CN

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Each 5.00 oz portion of Cheese Pizza provides 2.00 oz equivalent meat alternate, 1/4 cup serving of vegetable, and 1.50 servings of bread alternate for the Child Nutrition Meal Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA 06/04**).

CN

**PRODUCT ANALYSIS FORM FOR CN PRODUCTS & NON CN PRODUCTS
PRODUCT FORMULATION STATEMENT FOR MEAT/MEAT ALTERNATE (M/MA) AND EQUIVALENT GRAINS (EG)**

Product Name: Peanut Butter & HFCS Free Grape Jelly on Whole Grain Wafer Code No: A1290
 Manufacturer: AdvancePierre Foods
 Case/Pack/Count/Portion Size: Net Wt. 23.00 Lbs. / 160 - 2.30 oz. Portions

A. Meat/Meat Alternate

The chart below shows the creditable amount of Meat/Meat Alternate determination.

Description of Creditable Ingredients per Food Buying Guide	Ounces per Raw Portion of Creditable Ingredient	Multiply	Food Buying Guide Yield	Creditable Amount*
Peanut Butter	1.10 oz.	X	1.10 oz. = 2 Tbsp = 1 Serving	1.00
		x		
		x		
A. Total Creditable Amount¹				1.00

B. Alternate Protein Product (APP)

If the product contains APP, the chart below to determine the creditable amount of APP is filled out.

Description of APP, Manufacturer's name, and code number	Ounces Dry APP Per Portion	Multiply	% of Protein As-is*	Divide by 18**	Creditable Amount APP***
		x			
		x			
		x			
B. Total Creditable Amount¹					0
TOTAL CREDITABLE AMOUNT (A + B)					1.00

C. EQUIVALENT GRAINS (EG)

I. Does this product meet the Whole Grain-Rich Criteria: Yes No

II. Does this product contain non-creditable grains: Yes No How many grams _____

(Products with more than 0.24 oz. equivalent or 3.99 grams for Groups A-G or 6.99 grams for Group H of non-creditable grains may not credit towards the grain requirements for schools)

III. Indicate which Exhibit A Group (A-I) the Product Belongs: B

The chart below shows the creditable amount of Grain used in finished good.

Description of Product per Food Buying Guide	Portion Size of Product as Purchased (A)	Weight of one ounce equivalent as listed in SP 30-2012 (B)	Creditable Amount A ÷ B
Whole Grain Wafer (80.7% creditable grain)	28 g = 1.00 oz.	28 g	1.00
C. Total Creditable Amount¹			1.00

¹Total Creditable Amount must be rounded down to the nearest 1/4 serving. Do not round up.

Total weight (per portion) of product as purchased: 2.30 oz.

I certify that the above information is true and correct and that a 2.30 ounce serving of the above product (ready to cook) contains 1.00 ounces of equivalent meat/meat alternate and 1.00 equivalent grains when prepared according to directions.

(Reminder: Total creditable amount cannot count for more than the total weight of product)

I further certify that any APP used in this product conforms to Food and Nutrition Service regulations (7CFR Parts 210, 220, 225 or 226 Appendix A).

Kim Creeker
Your Name

March 2, 2017
Date

MILK

One year olds

- Unflavored, Whole
- Minimum Portion (all meals) – **½ cup**

Two year olds

- Unflavored, 1% or Fat Free/Skim
- Minimum Portion (all meals) – **½ cup**

Three - Five year olds

- Unflavored, 1% or Fat Free/Skim
- Minimum Portion (Breakfast, Lunch, Dinner) – **¾ cup**
- Minimum Portion (Snacks) – **½ cup**

Six & Above

- Unflavored, 1% or Fat Free/Skim
- Minimum Portion (all meals) – **1 cup**



MILK SUBSTITUTES

- Must be **UNFLAVORED**
- Soy/Lactose Free just need a Parent Statement
- Almond, Oat, Rice, ETC needs a Doctor's Note

Ripple (Pea Milk) is now an approved substitute – just a parent statement is needed



NON CREDITABLE FOODS

- POTATO CHIPS
- VEGGIE STRAWS
- VANILLA WAFERS
- POP TARTS
- BELVITA BISCUITS
- NUTRAGRAIN BARS
- GRANOLA BARS
- COOKIES
- CAKES/CUPCAKES
- PUDDING
- LEMONADE
- TAMPICO
- CREAM CHEESE

INFANT MEAL PATTERN

- INFANT MEAL PATTERN IS CHILD SPECIFIC AND DETERMINED BY THE PARENT'S/GUARDIAN'S APPROVAL OF FOODS TO BE SERVED
- CREDITABLE FOOD COMPONENTS FOR INFANTS **DIFFER** FROM OTHER AGE GROUPS
- MEAL PATTERN IS REQUIRED TO BE MET FOR AN INFANT'S MEAL TO BE CLAIMED FOR REIMBURSEMENT

BREAKFAST		
4-6 Fl. Oz (0-5 months)	0 – ½ oz eq.	0 – 2 Tbsp.
6-8 Fl. Oz (6-11 months)	Infant Cereal &/or	Vegetable, or Fruit or a combination of both
Breast Milk ¹ or Formula	0-4 Tbsp Meat/meat alternate ²	

LUNCH		
4-6 Fl. Oz (0-5 months)	0 – ½ oz eq.	0– 2 Tbsp.
6-8 Fl. Oz (6-11 months)	Infant Cereal &/or	Vegetable, or Fruit or a combination of both
Breast Milk ¹ or Formula	0-4 Tbsp Meat/meat alternate ²	

INFANT MEAL PATTERN

- SNACKS- 3 COMPONENTS
 - A BOTTLE IS REQUIRED
 - ONCE DEVELOPMENTALLY APPROPRIATE AND APPROVED BY PARENT/GUARDIAN, THE OTHER COMPONENTS ARE REQUIRED

PM SNACK		
4-6 Fl. Oz (0-5 months)	0-1/2 oz eq	0 – 2 Tbsp.
2-4 Fl. Oz (6-11 months)	Infant Cereal/ or Bread or 0 – 1/4 oz eq Crackers or Ready-to-eat Breakfast Cereal	Vegetable, or Fruit or a combination of both
Breast Milk ¹ or Formula		

INFANT SOLID FOOD FORM



Infant Formula Selection & Solid Foods

The Infant Formula Selection & Solid Foods Form is intended to be a living document shared between the child care provider and families to ensure that formula/solid baby foods (texture appropriate) are served at the discretion of the parents. As new foods are introduced at home, the form must be updated. This allows the child care providers to know when and what solid foods should be served.

Infant Name: _____ Date of Birth: _____

- A. **Infant Formula Selection:** This center provides _____ (brand) iron fortified infant formula to all infants under one year of age. I **ACCEPT** or **DECLINE** (Please circle one) the center's formula. If declined, please identify what will be provided **BREASTMILK** (circle) or **FORMULA** (list brand) _____.
- B. *Once my child is **READY** for solid foods, I **ACCEPT** or **DECLINE** the center's solid foods.

Parent Signature: _____ Date: _____

- C. **Infant Solids Permission:** My infant is ready for solid foods to be served, in addition to formula or breast milk, according to the CACFP Infant Meal Pattern. Please insert date (month/yr) each food may be served and check all meals those foods may be served:

Food	Date (Month/Yr)	Meals (Please check)			Food	Date (Month/Yr)	Meals (Please check)			Food	Date (Month/Yr)
		BK	LU/SU	SN			BK	LU/SU	SN		
Iron-Fortified Infant Cereals					Fruit/Vegetables					Ready-to-eat Breakfast Cereal (SNACK ONLY)	
Rice					Applesauce					Cereal:	
Oat					Apricots					Cereal:	
Barley					Avocados					Cereal:	
Mixed					Bananas					Grains (SNACK ONLY)	
Wheat					Carrots					Bread/Rolls	
Meat & Meat Alternatives					Corn					Biscuits	
Beef					Green Beans					Saltine Crackers	
Dry Beans					Mango					Pancakes	
Cheese, Natural					Melon					Waffles	
Chicken					Peaches					Tortillas soft	
Cottage Cheese					Pears					Other:	
Dry peas					Peas						
Fish					Plums/Prunes						
Pork					Potatoes						
Tuna					Squash						
Turkey					Sweet Potatoes						
Whole Egg					Other:						
Yogurt					Other:						
Other:					Other:						

Please note changes to infant's feeding schedule on the back of this page.

March 2020

- REQUIRED FOR ALL INFANTS UNDER THE AGE OF 1
- SEND IN WITH IEF
- KEPT ON FILE IN CLASSROOM

INFANT SOLID FOOD FORM

Infant Name:

Date of Birth:

- A. ~~Infant Formula Selection:~~ This center provides (brand) iron fortified infant formula to all infants under one year of age. **ACCEPT** or **DECLINE** (Please circle one) the center's formula. If declined, please identify what will be provided **BREASTMILK** (circle) or **FORMULA** (list brand) _____.
- B. *Once my child is **READY** for solid foods, **ACCEPT** or **DECLINE** the center's solid foods.

Parent Signature:

Date:

- CENTERS ARE RESPONSIBLE TO:
 - RECORD INFANT FORMULA OFFERED BY CENTER
 - ENSURE FIRST NAME, LAST NAME, AND DATE OF BIRTH ARE COMPLETE
 - ENSURE PARENTS HAVE ACCEPTED/DECLINED FORMULA OFFERED
 - IF DECLINED, ENSURE A FORMULA OR BREASTMILK HAS BEEN IDENTIFIED
 - ENSURE PARENTS HAVE ACCEPTED/DECLINED CENTER FOODS
 - OBTAIN PARENTS SIGNATURE AND DATE

INFANT SOLID FOOD FORM

Food	Date (Month/Yr)	Meals (Please check)		
		BK	LU/SU	SN
Fruit/Vegetables				
Applesauce				
Apricots				
Avocados				
Bananas	5/2022	X	X	X
Carrots				
Corn				
Green Beans				
Mango				
Melon				
Peaches				
Pears				
Peas				
Plums/Prunes				
Potatoes				
Squash				
Sweet Potatoes				
Other:				

- COMPLETED BY PARENT OR **STAFF MEMBER**
- RECORD MONTH/YEAR WHEN EACH SOLID FOOD IS TO BE SERVED BY CENTER
- MARK THE MEALS FOOD IS TO BE OFFERED

INFANT SOLID FOOD FORM

Food	Date (Month/Yr)
Ready-to-eat Breakfast Cereal (SNACK ONLY)	
Cereal: Cheerios	5/2022
Cereal:	
Cereal:	
Grains (SNACK ONLY)	
Bread/Rolls	
Biscuits	
Saltine Crackers	
Pancakes	
Waffles	
Tortillas soft	
Other:	

- CEREALS OFFERED BY CENTER NEED TO BE NOTED
- “OTHER” ITEMS NEED TO BE NOTED SUCH AS FISH CRACKERS, PUFFS

INFANT PRODUCTION RECORDS



WEEKLY MEAL RECORD

Individual Infant – Breakfast, Lunch and PM Snack

**All food components are required when infant is developmentally ready*

Common Abbreviations:
 B.M. = Breast milk
 F = Formula
 Rice = "Rice" Cereal
 Oat = "Oatmeal" Cereal
 Mixed = "Mixed" Cereal
 Infants fed on-site by breastfeeding mothers = B.M. by mom

Child's Name: _____
 Site: _____

Date of Birth: _____
 Meal Benefit Category: _____

Month, Day, Year	BREAKFAST			LUNCH			PM SNACK		
	4-6 Fl. Oz (0-5 months) 6-8 Fl. Oz (6-11 months) Breast Milk ¹ or Formula	0 – ½ oz eq. Infant Cereal &/or 0-4 Tbsp Meat/meat alternate ²	0 – 2 Tbsp. Vegetable, or Fruit or a combination of both	4-6 Fl. Oz (0-5 months) 6-8 Fl. Oz (6-11 months) Breast Milk ¹ or Formula	0 – ½ oz eq. Infant Cereal &/or 0-4 Tbsp Meat/meat alternate ²	0 – 2 Tbsp. Vegetable, or Fruit or a combination of both	4-6 Fl. Oz (0-5 months) 2-4 Fl. Oz (6-11 months) Breast Milk ¹ or Formula	0-1/2 oz eq Infant Cereal/ or Bread or 0 – ½ oz eq Crackers or Ready-to-eat Breakfast Cereal	0 – 2 Tbsp. Vegetable, or Fruit or a combination of both
Monday									
Tuesday									
Wednesday									

- FIRST AND LAST NAME (SAME AS IN CX/KIDKARE)
- BIRTHDATE
- DATES

INFANT PRODUCTION RECORDS



WEEKLY MEAL RECORD

Individual Infant – Breakfast, Lunch and PM Snack

**All food components are required when infant is developmentally ready*

Child's Name: _____
Site: _____

Date of Birth: _____
Meal Benefit Category: _____

Common Abbreviations:
B.M. = Breast milk
F = Formula
Rice = "Rice" Cereal
Oat = "Oatmeal" Cereal
Mixed = "Mixed" Cereal
Infants fed on-site by breastfeeding mothers = B.M. by mom

Month, Day, Year	BREAKFAST			LUNCH			PM SNACK		
	4-6 Fl. Oz (0-5 months) 6-8 Fl. Oz (6-11 months) Breast Milk ¹ or Formula	0 – ½ oz eq. Infant Cereal &/or 0-4 Tbsp Meat/meat alternate ²	0 – 2 Tbsp. Vegetable, or Fruit or a combination of both	4-6 Fl. Oz (0-5 months) 6-8 Fl. Oz (6-11 months) Breast Milk ¹ or Formula	0 – ½ oz eq. Infant Cereal &/or 0-4 Tbsp Meat/meat alternate ²	0 – 2 Tbsp. Vegetable, or Fruit or a combination of both	4-6 Fl. Oz (0-5 months) 2-4 Fl. Oz (6-11 months) Breast Milk ¹ or Formula	0-1/2 oz eq Infant Cereal/ or Bread or 0 – ½ oz eq Crackers or Ready-to-eat Breakfast Cereal	0 – 2 Tbsp. Vegetable, or Fruit or a combination of both
Monday									
Tuesday									
Wednesday									

- SPECIFY IF FORMULA OR BREASTMILK
- SPECIFY FOODS SERVED
- LIST QUANTITIES

COMPLETE WHEN
FOOD IS PREPARED
NOT AT END OF
DAY

FORMULA

MUST BE:

- IRON FORTIFIED
- MEANT FOR INFANTS
- MADE IN THE USA

ANYTHING ELSE REQUIRES A DOCTOR'S NOTE



M E A L % N O **M** E A L

MEAL % NO MEAL

Is this Infant Breakfast Reimbursable?

Baby Betsy is 11 months old....



M E A L % **N O** **M** E A L

Is this Infant Breakfast Reimbursable?

Baby Betsy is 11 months old....



NO! The only grain creditable at breakfast is iron fortified infant cereal!

M E A L % N O M E A L

Is this Infant Lunch Reimbursable?

Baby Bob is 8 ½ months old....



M E A L % **N O** **M** E A L

Is this Infant Lunch Reimbursable?

Baby Bob is 8 ½ months old....



YES! Meal pattern at lunch consists of a bottle, meat/alt, and a fruit/veg!

M E A L % **N O** **M** E A L

Is this Infant Snack Reimbursable?

Baby Barbara is 11 months old....



M E A L % **N O** **M** E A L

Is this Infant Snack Reimbursable?

Baby Barbara is 11 months old....



NO! A bottle is required at every meal

M E A L % **N O** **M** E A L

Is this Infant Lunch Reimbursable?

Baby Beatrice is 10 months old....



M E A L % **N O** **M** E A L

Is this Infant Lunch Reimbursable?

Baby Beatrice is 10 months old....



**YES! Meal pattern at lunch consists of a bottle, meat/alt, and a fruit/veg!
Make sure to document properly on menu - needs qty's and list as beef**

M E A L % **N O** **M** E A L

Is this Infant Snack Reimbursable?

Baby Bruce is 11 months old....



M E A L % **N O** **M** E A L

Is this Infant Snack Reimbursable?

Baby Bruce is 11 months old....



NO! Peanut Butter is not creditable for infants. Also if a fruit has been being served at snack prior to this meal, a fruit is required. Jelly is not a fruit

TRANSITIONING TO WHOLE MILK



CACFP ALLOWS A TRANSITION TIME OF 1 MONTH (FROM THE DATE THE INFANT TURNS 12 MONTHS OLD TO THE TIME THE CHILD TURNS 13 MONTHS OF AGE) TO HELP BABIES GET USED TO UNFLAVORED WHOLE COW'S MILK.

BOTH UNFLAVORED WHOLE MILK AND INFANT FORMULA CAN BE SERVED DURING THIS 1 MONTH TRANSITION PERIOD. IF THE PARENT REQUESTS THAT YOU CONTINUE TO SERVE FORMULA AFTER THE CHILD TURNS 13 MONTHS OF AGE, THEN A DOCTOR'S NOTE WOULD BE REQUIRED.

THE PARENT MAY REQUEST THAT A CHILD CONTINUE TO RECEIVE BREASTMILK FOR AS LONG AS THE PARENT WISHES — A DOCTOR'S NOTE IS NEVER REQUIRED FOR SERVING BREASTMILK!

INFANT MEAL REMINDERS

- NO PROCESSED FOODS SHOULD BE SERVED TO CHILDREN UNDER 1 YEAR OF AGE (CHICKEN NUGGETS, FISH STICKS, HOT DOGS, SAUSAGE)
- ALL CENTERS MUST OFFER AN IRON FORTIFIED FORMULA
- BE SPECIFIC WHEN RECORDING INFANT FOODS ON MENUS – WRITE CARROTS INSTEAD OF VEGETABLE, WRITE RICE CEREAL INSTEAD OF CEREAL, WRITE BEEF INSTEAD OF MEAT
- RECORD THE AMOUNT OF FOOD AND FORMULA OFFERED AT EACH MEAL
- DON'T FORGET TO PUT THE INFANT MENU TEMPLATE INTO CX/KIDKARE
- BABY MENUS AND ATTENDANCE NEED TO MATCH!!



FORMULA NOTICE

Post prominently in infant room to let parents know which formula you are offering



This center participates with the child nutrition program and is required to provide at least one type of formula.

This center provides

[A dashed rectangular box intended for the center to specify the type of formula provided.]

formula to infants under the age of 1 year old.

For more information, please contact
Midwest Child Care (402) 551-2379



SOFTWARE CHOICES



- All of your center's information is on both
- Same login and password for both
- Can use both concurrently

KIDKARE.COM

- WEBSITE
- CAN BE USED ON ANY DEVICE
- USER FRIENDLY
- ENTER KIDS, ATTENDANCE, MENUS, RUN REPORTS

06/02/2022 Infants Non-Infants Menu Production Record Estimate Attendance

Breakfast Meal Time: 08:00 AM - 09:00 AM

Menus Delete Save

	Actual Quantity Required	Actual Quantity Served
Meat/Alternate	+	+
Bread/Alternate	+	+
Is this whole grain-rich? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Calculate Oz Eq for 1 Serving		
Vegetables	+	+
Fruit	+	+
Milk	+	+

Meal Pattern Requirements

Attendance Summary

Age	Estimated	Actual
1 yr	0	0
2 yr	0	1
3-5 yr	0	7
6-12 yr	0	6
13-18 yr	0	1
Adult	0	0
Total	0	15

Menu Notes

Lunch Meal Time: 11:00 AM - 11:30 AM

Menus Delete Save

	Actual Quantity Required	Actual Quantity Served
Meat/Alternate	+	+

Attendance Summary

Age	Estimated	Actual
1 yr	0	0

- ENTER MENUS FOR THE WHOLE DAY ON ONE SCREEN
- FOOD PICKER IS A DROP DOWN MENU WITH SEARCH FUNCTION
- ESTIMATE ATTENDANCE JUST LIKE CX

The screenshot displays the 'Programa de comida' (Food Program) interface. The left sidebar contains navigation options: Niños, Programa de comida (selected), Atención y la comida cuenta, Daily Menu, Menu Templates, Auditoría de leche, Menu Calendar, Calendarios, Reclamaciones, eFormas, Reportes, Preparar, Recibir ayuda, and Cierre de sesión. The main content area shows the date 06/03/2022 and filters for 'Niños' and 'No niños'. The selected meal is 'Desayuno' (Breakfast) for the time 08:00 AM - 09:00 AM. Under the 'Menús' tab, there is a 'Cree menú' button and a list of items with dropdown menus and plus signs for quantity: Carne/sustituto, Pan/sustituto (Panqueques / Waffles (064)), Verduras, Fruta (Plátanos (004)), and Leche (Leche Baja en Grasa - 1% (4)). A toggle switch for '¿Es esto entero rico en el grano?' is set to 'No', and a 'Calculate Oz Eq for 1 Serving' button is present. A 'Requisitos del patrón de comidas' button is at the bottom.

**CAN SET THE
LANGUAGE TO
SPANISH!!!!**

KIDKARE.COM

THE CONS:

CAN'T CHANGE CLASSROOMS

CAN'T WITHDRAW CHILDREN

NO DASHBOARD WITH ALERTS

MENU PRODUCTION RECORDS – PRINTS NON INFANT AND INFANTS

ENROLLMENT/INCOME ELIGIBILITY FORMS

GETTING THE HIGHEST REIMBURSEMENT FOR YOUR CENTER




ENROLLMENT SECTION

Fiscal Year 2023- Income Eligibility & Enrollment Form - Page 3 of 3
Child Care Centers - NS -100C

CENTER NAME

INCOME ELIGIBILITY & ENROLLMENT FORM FOR CHILD CARE CENTERS
JULY 1, 2022 THROUGH JUNE 30, 2023

Revised 5/2022 

Part 1. CHILD ENROLLMENT: Complete the information below for all children in care. If the child is an infant, foster child (legal responsibility of a foster care agency or the court), Head Start eligible or a school-age child, please check the box.

Last Name, First Name	Date of Birth	Enroll Date	Times of Care (Usual)		Usual Days of Care								Meals Served During Care					Infant	School Age	Head Start	Foster Child
			Arrival Time	Leave Time	M	T	W	T	F	S	S	B	A M	L	P M	D	E V				
																	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
																	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
																	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
																	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
																	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

OPTIONAL: Please check the ethnicity and race of the child(ren) you are enrolling.

Ethnicity (select one or more): Hispanic or Latino Not Hispanic or Latino

Race (select one or more): American Indian or Alaskan Native Asian Black or African American

Native Hawaiian or other Pacific Islander White or Caucasian

- BEGIN USING NEW FORM JULY 1ST, 2022
- MAKE SURE PARENT COMPLETES ALL FIELDS.
- ALL SIBLINGS MUST BE LISTED, INCLUDING FOSTER CHILDREN
- ENTER CHILDREN INTO CX BEFORE SENDING TO MIDWEST
- DISPOSE OF ALL YOUR 'OLD' FORMS ON JULY 1ST

July 1, 2022 – June 30, 2023

INCOME ELIGIBILITY SECTION

Part 2. Household Receiving Benefits: Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), or Food Distribution Program on Indian Reservations (FDPIR): **Complete Parts 1, 2 and 4.**

Check Applicable Program & Provide Case Number(s): SNAP Case #: _____ TANF Case #: _____ FDPIR Case #: _____

Part 3A. HOUSEHOLDS EXCEEDING THE INCOME GUIDELINES: Complete Parts 1, 3A and 4.

If your family income exceeds the income guidelines (listed on attached letter), check this box

Part 3B. ALL OTHER HOUSEHOLDS – If you do not have a SNAP, TANF or FDPIR *MASTERCASE* number: Complete Parts 1, 3B and 4.

GROSS INCOME BEFORE ANY DEDUCTIONS (Net for Self Employed)
W=Weekly E2=Every 2 weeks 2M=Twice monthly M=Monthly Y=Yearly

List the Names of All Household Members not listed in Part 1 and Foster Children	Earnings from Work		Welfare, Child Support, Alimony		Pensions, Retirement, Social Security		All Other Income		Check if ZERO Income
	How much?	How often?	How much?	How often?	How much?	How often?	How much?	How often?	
1									<input type="checkbox"/>
2									<input type="checkbox"/>
3									<input type="checkbox"/>
4									<input type="checkbox"/>

Social Security Number of Household Member who signs form:

Last four digits of Social Security Number: XXX-XX - _____ If you do not have a Social Security Number, check this box

Part 4. SIGNATURE AND CONTACT INFORMATION:

I certify (promise) that all information on this form is true and that all income is reported. I understand that the facility will receive Federal funds based on the information I give. I understand that CACFP officials may verify the information. I understand that if I purposely give false information, the participant receiving meals may lose their meal benefits, and I may be prosecuted.

Print Name _____

Address _____

City _____

State _____

Zip Code _____

Signature of Parent/Guardian _____

Date _____

E-Mail Address/Telephone _____

FOR SPONSOR USE ONLY

- FOR HOUSEHOLDS RECEIVING BENEFITS, A MASTER CASE NUMBER IS REQUIRED
- FAMILIES MAY REFUSE TO COMPLETE INCOME SECTION IF OVER THE INCOME GUIDELINES
- FOSTER CHILDREN ARE TO BE INCLUDED IN SECTION 3B
- LAST 4 DIGITS OF PARENT'S SOCIAL SECURITY NUMBER IS NEEDED TO QUALIFY BY INCOME
- PARENT SIGNATURE AND DATE ARE REQUIRED
- INCOMPLETE FORMS COST YOU MONEY. WE WILL CONTACT YOU IF ADDITIONAL INFORMATION IS NEEDED

PENDING CHILDREN

- ENTER NEW CHILDREN INTO CX IMMEDIATELY TO BEGIN CLAIMING THEIR MEALS
- ENTER PARENT INFORMATION ONLY ONCE FOR SIBLINGS, THEN USE DROP-DOWN BOX
- IF CHILDREN ARE STILL IN PENDING STATUS AT THE END OF THE MONTH, YOU'RE LOSING MONEY!
- SEND THE FORMS IN TO MIDWEST BEFORE THE END OF EACH MONTH TO BE REIMBURSED



ANNUAL ENROLLMENT RENEWALS

- USDA REQUIRES ENROLLMENTS/INCOME FORMS BE UPDATED YEARLY
- YOU WILL RECEIVE AN EMAIL AT THE BEGINNING OF YOUR RENEWAL MONTH WITH INSTRUCTIONS
- FORMS ARE DUE IN THE OFFICE BEFORE THE END OF YOUR RENEWAL MONTH



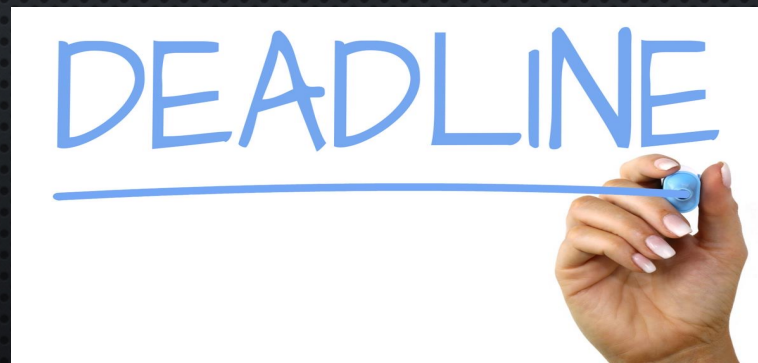
FOSTER CHILDREN



- FOSTER CHILD NEEDS TO BE LISTED IN PART 3B OF THE INCOME SECTION FOR NOTING ANY PERSONAL USE INCOME, OR PARENT MAY MARK THE ZERO INCOME BOX
- NO FOSTER PARENT INCOME IS REQUIRED, UNLESS ENROLLING OWN CHILD IN CENTER
- REIMBURSED MEALS TO CENTER ARE FREE FOR FOSTER CHILDREN REGARDLESS OF CHILD'S INCOME

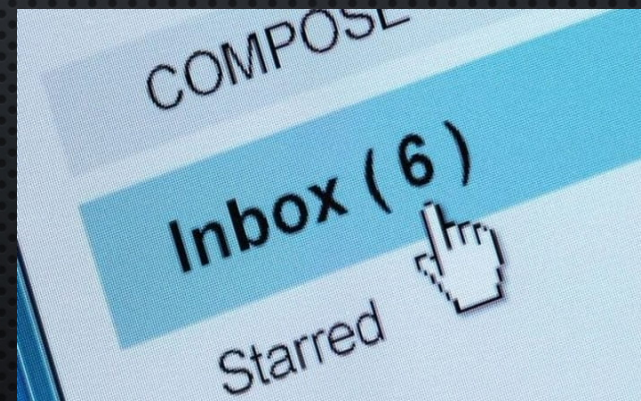
LATE CLAIMS AND IEFS

- MENUS ARE DUE IN OUR OFFICE THE 3RD OF EACH MONTH
- IF YOU KNOW YOUR CENTER WILL HAVE A 'LATE CLAIM' **ENROLLMENTS MUST STILL BE RECEIVED DURING THE MONTH YOU ARE CLAIMING THEM**



CHECK YOUR EMAIL OFTEN

WE SEND OUT EMAILS FREQUENTLY, PLEASE CHECK YOUR INBOX DAILY



RECEIPTS –WHAT ARE THEY USED FOR?

- WE USE YOUR RECEIPTS TO CORRELATE THE PURCHASES WITH YOUR MENUS. FOR EXAMPLE, IF WE SEE LOTS OF FRESH FRUIT ON YOUR MENU PRODUCTION RECORDS BUT YOUR RECEIPTS DON'T REFLECT IT, THIS RAISES A RED FLAG., LIKE WISE YOUR PURCHASE OF LARGE QUANTITIES OF AN ITEM ARE NOT RECORDED ON YOUR PRODUCTION RECORDS, THIS RAISES A QUESTION FOR US AS TO WHETHER NOR NOT THE ITEM IS BEING SERVED. OTHER ISSUES WE'VE SEEN ARE NON-CREDITABLE FOOD ITEMS OR PERSONAL THINGS. IT'S MUCH EASIER IF YOU SEPARATE YOUR CENTER ITEMS FROM YOUR PERSONAL PURCHASES. DON'T PAY FOR YOUR FOOD USING A SNAP OR EBT CARD, THESE FORMS OF PAYMENTS ARE NOT ALLOWABLE.
- BE SURE YOUR RECEIPTS ARE LEGIBLE, IF WE CAN'T READ IT, IT CANNOT BE COUNTED. DON'T SEND ORIGINALS, PLEASE MAKE COPIES.
- RECEIPTS ARE ALSO PART OF OUR PROCESS OF DETERMINING WHETHER OR NOT YOUR CENTER IS SPENDING 50% OF YOUR FOOD REIMBURSEMENT ON FOOD. WE ALSO USE THESE TO DETERMINE IF YOUR CENTER IS MEETING THE NON-PROFIT STATUS.

NON-PROFIT STATUS – WHY IS THIS IMPORTANT?

- THE FEDERAL REGULATIONS STIPULATE THAT ALL CENTERS MUST BE NON-PROFIT IN THEIR OPERATION OF THE CHILD AND ADULT CARE FOOD PROGRAM, (CACFP). THEY SUGGEST AT LEAST 50% OF YOUR REIMBURSEMENT IS SPENT ON FOOD. THIS ENCOURAGES CENTERS TO PURCHASE MORE FRESH FRUIT/VEGETABLES, BETTER CUTS OF MEAT, AND OVERALL MORE NUTRITIOUS FOODS.
- YOU CAN COUNT LABOR AS PART OF YOUR EXPENSES, PLEASE BE SURE THESE SHEETS ARE ACCURATE. WE WOULDN'T EXPECT MOST STAFF TO BE FULL-TIME IN THE CACFP WITH THE EXCEPTION OF A COOK. WHEN DOCUMENTING STAFF TIME, PLEASE INCLUDE THE HOURS AND THEIR HOURLY WAGE, THIS GIVES US AN ACCURATE NUMBER.
- REMEMBER THAT INFANT TEACHERS CAN COUNT THE TIME THEY ARE FEEDING BABIES, PREPPING BOTTLES, ETC.
- CATERING IS A REALLY GREAT WAY TO NOT ONLY HELP YOUR CENTER REMAIN NON-PROFIT, BUT, IT'S A HUGE TIME SAVER FOR YOU AND YOUR STAFF.
- WE TRY TO BE PRO-ACTIVE ABOUT YOUR NON-PROFIT STATUS, BY SENDING REMINDERS AND THE FIELD MONITORS DISCUSS IT DURING EACH REVIEW.
- IF YOU RECEIVE A REMINDER, PLEASE REACH OUT TO US, WE WILL BE HAPPY TO GIVE YOU SUGGESTIONS.
- THIS IS A REASON TO BE DECLARED SERIOUSLY DEFICIENT IN YOUR OPERATION OF THE CACFP, SO PLEASE DON'T THINK THIS DOESN'T MATTER.

CONTRACTS & PROCUREMENT

- FOOD CONTRACTS ARE A GREAT WAY TO SAVE YOUR CENTER TIME AND TO SPEND SOME EXTRA REIMBURSEMENT. IT ALSO TAKES THE WORRY AWAY FROM YOU AND YOUR STAFF TO ENSURE ALL OF THE MEALS ARE CREDITABLE.
- IF YOU CHOOSE TO USE A VENDOR, THEY WILL CONTRACT WITH YOU FOR ALL MEALS OR SOME OF THE MEALS, YOU DECIDE. A CONTRACT IS WRITTEN, SO BOTH PARTIES KNOW WHAT TO EXPECT. IF THE CONTRACT IS UNDER \$50,000, BOTH THE CENTER REPRESENTATIVE AND THE VENDOR SIGN IT AND TURN IT INTO MIDWEST FOR FINAL APPROVAL.
- IF THE CONTRACT IS FOR MORE THAN \$50,000, THE CONTRACT MUST BE APPROVED BY MIDWEST BEFORE CENTER AND VENDOR REPRESENTATIVES SIGN IT.
- CONTRACTS OVER \$250,000 ARE REQUIRED TO HAVE INVITATIONS FOR BIDDING AND MUST ADVERTISED ON-LINE, OR IN A NEWSPAPER.

SERIOUSLY DEFICIENT – WHAT DOES IT MEAN?

- EVERY CENTER THAT PARTICIPATES ON THE CHILD AND ADULT CARE FOOD PROGRAM NEEDS TO ADHERE TO THE FEDERAL REGULATIONS SET FORTH BY THE USDA. THIS IS MIDWEST'S RESPONSIBILITY TO MONITOR YOUR CENTER TO ENSURE THAT THESE REGULATIONS ARE BEING MET.
- SERIOUSLY DEFICIENCY IS DEFINED AS:
 1. THE SUBMISSION OF FALSE INFORMATION ON THE AGREEMENT.
 2. THE SUBMISSION OF FALSE CLAIMS FOR REIMBURSEMENT
 3. SIMULTANEOUS PARTICIPATION (CLAIMING) UNDER MORE THAN ONE SPONSOR
 4. NON-COMPLIANCE WITH THE PROGRAM MEAL PATTERN
 5. FAILURE TO KEEP REQUIRED RECORDS-MEALS AND ATTENDANCE
 6. CONDUCT OR CONDITIONS, WHICH THREATEN THE HEALTH OR SAFETY OF CHILDREN IN CARE OR THE PUBLIC HEALTH OR SAFETY.
 7. DETERMINATION THAT THE CENTER HAS BEEN CONVICTED OF ANY ACTIVITY THAT OCCURRED DURING THE PAST SEVEN YEARS AND THAT INDICATED A LACK OF BUSINESS INTEGRITY. A LACK OF BUSINESS INTEGRITY INCLUDES FRAUD, ANTITRUST VIOLATIONS, EMBEZZLEMENT, THEFT FORGERY, BRIBERY, FALSIFICATION OR DESTRUCTION OF RECORDS, MAKING FALSE STATEMENTS, RECEIVING STOLEN PROPERTY, MAKING FALSE CLAIMS, OBSTRUCTION OF JUSTICE, OR ANY OTHER ACTIVITY INDICATING A LACK OF BUSINESS INTEGRITY AS DEFINED BY THE STATE AGENCY, OR THE CONCEALMENT OF SUCH A CONVICTION.
 8. FAILURE TO PARTICIPATE IN TRAINING
 9. ANY OTHER CIRCUMSTANCE RELATED TO NON-PERFORMANCE UNDER THE SPONSORING ORGANIZATION-CENTER AGREEMENT, AS SPECIFIED BY THE SPONSORING ORGANIZATION OR THE STATE AGENCY.

COMMON ISSUES

- NON-PROFIT STATUS
- RECEIPTS AND LABOR SHEETS
- INCOMPLETE ENROLLMENT AND IEF'S
- INFORMATION AND STAFF CHANGES

CLOSING



THANK YOU ALL SO MUCH FOR BEING A PART OF OUR TEAM! WE TRULY VALUE EACH AND EVERYONE OF YOU AND THE IMPORTANT WORK YOU DO FOR THE FAMILIES AND CHILDREN YOU SERVE. WE ARE PROUD TO BE A PART OF THAT AS WELL. WE STRIVE TO PROVIDE YOU WITH SUPPORT AND TECHNICAL ASSISTANCE ON THE FOOD PROGRAM, BUT, WE ARE ALSO HERE IF YOU NEED US IN OTHER CAPACITIES. PLEASE REMEMBER THAT WE OFFER FREE TRAININGS/WEBINARS AND THEY ARE AVAILABLE TO YOU BY ACCESSING OUR WEBSITE AT WWW.MIDWESTCHILDCARE.ORG AND GOING TO OUR TRAINING CALENDAR. THESE WEBINARS/CLASSES HAVE BEEN APPROVED FOR LICENSING HOURS TOO. WE HAVE LOTS OF OTHER GOOD INFORMATION ON OUR WEBSITE, SO, PLEASE TAKE SOME TIME TO CHECK IT OUT. WE HAVE A FACEBOOK PAGE AT MIDWEST CHILD CARE ASSOCIATION, IF YOU HAVEN'T ALREADY DONE SO, GIVE US A LIKE.

THANK YOU FOR ATTENDING OUR ANNUAL TRAINING!