



CACFP NEWSLETTER

SEPTEMBER 2022

THIS IS WHAT WE'VE ALL BEEN WAITING FOR: ANNUAL CERTIFICATIONS

It's the most wonderful time of the year, and we aren't talking about the holidays or a relaxing beach vacation. **It's Annual Certification time!**

While we've all been here before, there are a few things to keep in mind when preparing to enroll for FY23 to ensure the smoothest transition possible:

1. Ensure the Program Contact listed in the FY22 Application Packet is current and accurate to not miss any important emails sent from the State agency.
2. Check to make sure your FY22 Application Packet is current and in approved status prior to enrolling in FY23.
3. Make sure your organization's CACFP team is aware of what's coming up and available to assist in the FY23 Annual Certification Preparation.
4. Have as much of the documentation ready to go ahead of time as possible.

Additional emails from the State agency will be headed in your direction for more specific guidance, but a great starting point in preparing is to look back over the previous year's guidance and training. While Annual Certification seems to be new and catches us all by surprise when it rolls around (it's not just sponsors, us at the State agency too!), the core components of annual certification remain the same. Components such as the budget section of the annual certification seem to be a rough spot for some. Remember that each organization is required to submit an annual budget of projected costs to administer and operate the CACFP for your organization. Has your financial team reviewed previous year's expenses and budgeted out anticipated costs yet? Is the documentation used to make these determinations accessible and ready to incorporate as supporting documentation for your budget? What about a budget narrative to demonstrate the anticipated use of allocated costs?

Keeping open internal communication and external communication with the State agency is the first step to Annual Certification success. Each year, it is our goal to provide the best guidance and oversight to this process that we can. We recognize our organizations' efforts in bettering the nutritional well-being of those in the Commonwealth and want to support our sponsors in increasing their reach while keeping within the federal requirements.

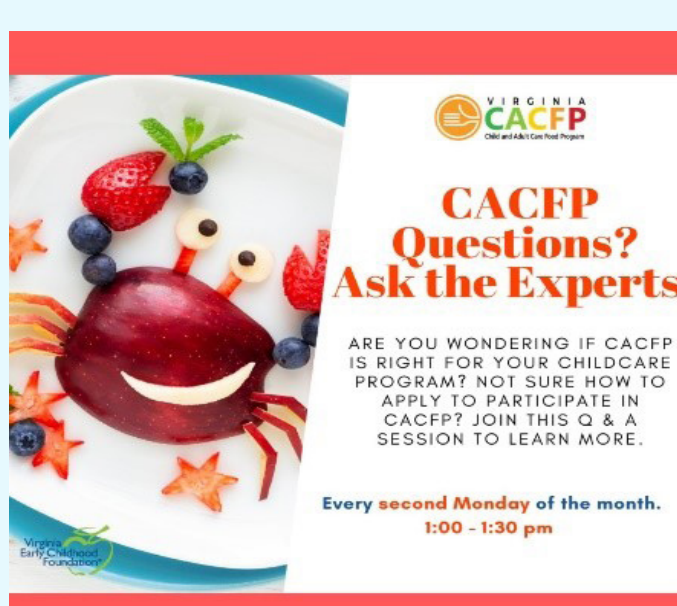


"ASK THE EXPERTS" AND SHARE!

Need a refresher of CACFP? Want to know if you or someone you know qualifies for CACFP? We'll make sure you join us for Ask the Experts every second Monday of the month...and bring a friend!

Next session:
Monday, September 12, 2022
at 1:00 PM EDT

Email to us at cacfp@vdh.virginia.gov to register for this event!



FOOD SAFETY MONTH: IT'S A BIG DEAL!



Here at VACACFP, we take nutrition seriously, that includes how we prepare, serve, and store food. Check out this article from the CDC on the "Four Steps to Food Safety" and share!

Four Steps to Food Safety: <https://www.cdc.gov/foodsafety/keep-food-safe.html>

COMING SOON: CRUNCH HEARD 'ROUND THE COMMONWEALTH!

The Crunch Heard 'Round the Commonwealth increases awareness of Virginia farm to school programs. To celebrate the event, participants across Virginia will simultaneously take a bite out of a Virginia grown apple. Together, we will make some noise for farm to school programs! The "Crunch" is held during Virginia Farm to School Week each year and will be on Thursday, October 6, 2022. Registration details coming soon.



VACACFP WANTS TO CELEBRATE YOU: SHARE WITH US!

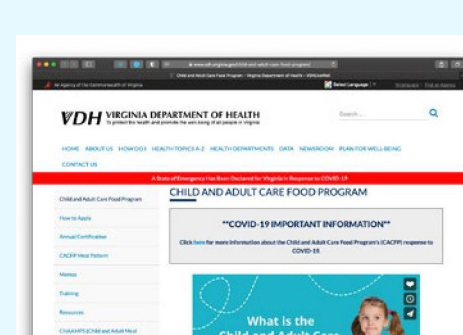


We would like to hear from you! Our team here at VACACFP want to recognize our program operators and participants for their outstanding efforts to serve their communities. If you would like to be nominated or nominate an organization, please send us a short message detailing who they are and why you nominate them.

Send your nominations to CACFP@vdh.virginia.gov

We can't wait to hear from you!

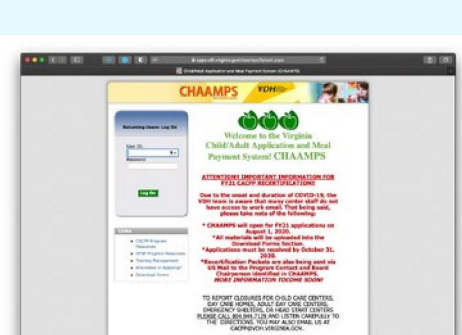
CACFP WEBSITES



For more information about the CACFP visit our website at: VDH.Virginia.gov/CACFP



For CACFP training visit our training website at: VDHCACFPtraining.com



For access to the prescreen on the CACFP application visit the Child and Adult Meal Payment System on CHAAMPs or here.

CACFP SOCIAL

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To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](https://www.usda.gov/programs/discrimination-complaint-form), (AD-3027) found online at: [How to File a Complaint](https://www.usda.gov/programs/discrimination-complaint-form), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1) Mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for
Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

(2) Fax:
(833) 256-1665
or
(202) 690-7442

3) Email:
program.intake@usda.gov

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This institution is an equal opportunity provider.



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Child and Adult Care Food Program