

RoundUp Newsletter

September 2016

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[“And Justice for All” and Building for Futures Posters-](#)

All Centers will be receiving an “And Justice for All” and Building for the Future poster upon renewal for Fiscal Year 2017.

The “And Justice for All” poster contains the USDA non-discrimination statement and instructions for filing a complaint of discrimination. USDA has recently updated the non-discrimination statement. The red, white and blue posters that centers currently have are outdated. Please display the new green poster. The “And Justice for All” poster must be displayed in a prominent location at all CACFP centers. Many centers display their poster by the Center’s license or Sign In/Sign Out sheets.

The Building for the Future poster also must be displayed in a prominent location. The poster displayed must have the 2016-2017 income eligibility guidelines.

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[Child Cares With More Than One Site](#)

Child Care Sponsors with more than one site must complete a Sponsoring Organization Self-Monitoring Review Form. The form is to be completed by the organization three times each year for each program site. Two of the three annual reviews must be unannounced. A copy of the [CACFP Self-Monitoring Review Form](#) can be found on our website.

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Home Canned Products

The season of canning fruits and vegetables is upon us. As a reminder, home canned products are not acceptable because of health and safety reasons. Home frozen products are creditable. Home dried products are also creditable.

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Keeping Contacts Current

As staff changes it is important to take some time to keep your contact information in NDFoods up to date. This would be a perfect time to also review that ALL personnel data is current and up to date. Please remember to delete all individuals that are no longer with your organization, and add those that have joined your team.

To Update Contact Information:

From your main menu in NDFoods select “**Sponsor Profile**”

Click on the **Individuals** Tab

Select “**Edit**” under Action for the individuals whose email has changed

Update contact information in the Edit Individuals Screen

Click Continue at the bottom of the page then **Save** at the bottom of the next page

Verify that the changes have been made in the **Individuals** Table.

Sponsor Profile

Details							
Sponsor:				Telephone:			
LA No:				Fax:			
Region:				PeopleSoft ID:			
Mailing Address:				Receive Direct Deposit:			
Shipping Address:				DUNS No:			
County:							
Organization Type:							
Edit Sponsor Details							

Programs	Sites	Individuals	Accounting				
Name	Title	Role	Telephone	Email	Programs	Sites	Action
					Fresh Fruits and Vegetables (FFVP), School Nutrition (SNP), School USDA Foods (SCH), Summer Foods (SFSP)		Edit Delete
Auth_Rep	CNFD	Authorized Rep	701-328-2319	segge@nd.gov	Fresh Fruits and Vegetables (FFVP), School Nutrition (SNP), Summer Foods (SFSP)	-All-	Edit Delete
					Fresh Fruits and Vegetables (FFVP), School Nutrition (SNP), Summer Foods (SFSP)		Edit Delete
					School Nutrition (SNP), Summer Foods (SFSP)		Edit Delete
Add An Individual							

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The **Individuals** tab is where you also have the ability to **Delete** personnel that are no longer with your organization, as well as **Add An Individual**.

If new personnel will need access to the functions of NDFoods please have them sign up for a ND Login account if they do not already have one by clicking on **Register Now** on the [NDFoods Login Screen](#). [Directions for registration](#) process and adding an individual can be found on our website.

Thank you for your efforts to keep the communication lines between Child Nutrition & Food Distribution and our customers as up to date as possible.

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Mandatory Civil Rights Training

Annual Civil Rights training is required for all CACFP frontline employees/volunteers who interact with the children/students, including monitors and those who supervise frontline staff. CACFP Sponsors are responsible for providing Civil Rights Training to these employees.

Specific subject matter must include, but not be limited to:

- Collection and use of data
- Effective public notification systems
- Complaint procedures
- Compliance review techniques
- Resolution of noncompliance
- Requirements for reasonable accommodation of persons with disabilities
- Requirements for language assistance
- Conflict resolution
- Customer service

A [Civil Rights Training](#) document is available on the Child Nutrition website.

Documentation of this training is required. Include the date the training was held, who attended and what topics were covered. This documentation should be kept in your CACFP Record Keeper binder under the "Training" tab. This information will be monitored during your CACFP review.

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Mandatory Trainings will be held in the spring!

The CACFP mandatory trainings will be held in the spring of 2017. With the new CACFP meal pattern going into effect October 1, 2017 we have moved the dates to allow time to receive any additional guidance and training from USDA before conducting the training for CACFP Sponsors. The dates are still in the works so watch your emails!

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New USDA Memos

Taking Food Components Offsite in the At-Risk Afterschool Component of the CACFP.

Summary

The Food and Nutrition Service (FNS) realizes that while food is designed to be eaten onsite in the CACFP, children may benefit from being allowed to take one vegetable, fruit, or grain item offsite to eat at some other time. Similar to the rules governing the Summer Food Service Program (SFSP) and the National School Lunch Program (NSLP), the At-Risk Afterschool component of the CACFP does not need to seek prior approval by State agencies but must stay in compliance with local and State health and safety codes.

Why It Matters

Our goal is to reach every child in need with nutritious food. This provision in the At-Risk Afterschool portion of the CACFP strengthens our capabilities and provides a fantastic opportunity to meet the need of a particularly vulnerable population.

The Use of Share Tables in Child Nutrition Programs

Effective Date: Currently in effect

Summary

The idea of share tables to reduce food waste and improve nutrition is being extended to the At-risk Afterschool component of the CACFP. "Share tables" are tables or stations where children can return unwanted food and beverage items in compliance with local and State health codes. These items are then available for other children. It is important to note for Child Nutrition Program (CNP) operators to claim the reimbursable meal at the point of service, even if they put one or more of their meal components onto the share table. FNS stresses the need to sit down with your local and state health agencies to ensure food safety compliance.

Why It Matters

Share tables are tools to assist us in providing the highest level of nutrition to some of our most vulnerable children in the at-risk afterschool component of the CACFP. By working together with our local and State Agencies, we can minimize food waste and maximize nutrition.

Crediting Tofu and Soy Yogurt Products in the School Meal Programs and the CACFP

Effective Date: October 1, 2017 (with earlier implementation strongly encouraged)

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Summary

Beginning October 1, 2017, child care centers and homes will be able to credit commercially prepared tofu and soy yogurt products as a meat/meat alternate component. 2.2 ounces (1/4 cup) of commercially prepared tofu, containing at least 5 grams of protein, is creditable as 1.0-ounce equivalent meat alternate. Soy yogurt products measure ½ cup (4.0 fluid ounces) as creditable to 1.0-ounce equivalent meat alternate. It is important to differentiate types of tofu for crediting. Firm, or extra firm tofu, found in many dishes from stir-fry to omelets, count. Soft or silken tofu varieties, commonly added to smoothies and baked desserts, will not count.

Why It Matters

With the inclusion of meat alternatives to the CACFP, we are able to diversify our menus, increasingly offer culturally appropriate and traditional meals, and ultimately bolster the nutritional offerings for countless children we serve.

Nutrition Requirements for Fluid Milk and Fluid Milk Substitutions in the CACFP, Q&As

Effective Date: October 1, 2017, with earlier implementation strongly encouraged.

Summary

The new requirements for fluid milk and fluid milk substitutions reflect the Dietary Guidelines for Americans and the most relevant nutrition science available. These requirements acknowledge the various dietary needs amongst children as they move from infancy to toddlerhood to childhood as well as special dietary accommodations that require flexible, nondairy options. To ensure compliance, documentation of fat content and flavored/unflavored designations must be made on their menu. The guidelines are listed below:

Fluid Milk

- One year old children:
Unflavored whole milk only. Breastmilk is an allowable milk substitute at any age.
- Two years old and older children and adults:
Low-fat or fat-free milk, low-fat or fat-free lactose reduced milk, low-fat or fat-free lactose free milk, low-fat or fat-free buttermilk, or low-fat and fat-free acidified milk.
- All milk must be pasteurized fluid milk that meets State and local standards.

Flavored Milk

- Children 1 through 5 years old cannot claim any flavored milk or flavored non-dairy beverages.
- Children 6 years and older and adults Flavored milk and flavored non-dairy beverages may be served but they must be fat-free.

Fluid milk substitutes

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- Must be nutritionally equivalent to fluid milk.
- Parent, guardian, adult participant, or person on behalf of an adult participant must provide a written request for a non-dairy substitute.
- No medical statement required for equivalent non-dairy substitute.
- A medical statement for a disability is required for a non-equivalent non-dairy substitute that does not meet the nutritional standards of fluid milk. Children 1 to 5 must be unflavored dairy or non-dairy substitute.

Yogurt

- Adults only - 6 oz. by weight or $\frac{3}{4}$ cup by volume may meet the fluid milk requirement once per day.

Why It Matters

Milk and non-dairy milk substitutes are a vital and common food component that assist in ensuring children and adults are gaining the most nutrition they can in any given day. The updated guidelines ensure we are serving those in our facilities with the most up-to-date nutrition while also providing the tools necessary for our centers and homes to implement these provisions as accurately as possible.

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Renewal Time

CACFP application renewal time is here! The application renewal packet was emailed to the agency's authorized representative in September. It is important to read the checklist before completing the renewal forms. The renewal forms must be completed and returned to NDDPI. NDDPI will approve the renewal forms prior to approving your on-line application in NDFoods. Complete applications must be submitted and approved before submitting a claim for fiscal year 2017.

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New CACFP Reimbursement Rates

USDA has released the [CACFP Reimbursement Rates for FY 2017](#). They can be found on NDDPI website. Please note that the child care home provider rates have gone down. USDA is required to adjust the payment rates annually based on the Consumer Price Index. Homes and Centers are tied to two separate categories, food in the home and food away from the home. Food in the home indicated a .69% decrease in costs which is why the home provider's rate was reduced. Food away from home had a 2.64% increase in costs which is why the center payment rates increased.

USDA has also released the FY 2017 value of donated foods and cash-in-lieu. The value of donated foods and cash-in-lieu for FY 2017 is 23.00 cents, a decrease of three quarters of a cent from FY 2016.

Sponsors can now complete and submit claims for the month of July. We apologize for any inconvenience as we awaited receipt of the updated rates.

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[Water Requirements in the CACFP](#)

Child care centers are required to make water available to children upon request throughout the day. Water is an excellent way to help children stay hydrated and healthy. Centers can make water available to children by having cups next to the kitchen sink or faucet, having water pitchers and cups set out, or simply providing water if the child requests it. While drinking water must be made available to children during meal times, it does not have to be served alongside a meal. However, it is recommended to serve water with snacks in which no beverage is being served.

Reminder: Water is not part of the reimbursable meal and may not be served instead of fluid milk.

The new CACFP Meal Pattern Requirements, which go into effect on October 1, 2017, require child care centers to offer water (rather than simply make available) to children throughout the day. Offering water means asking the children whether they would like water at different times throughout the day. This is especially important for the very young children who may not be able to request water themselves.

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