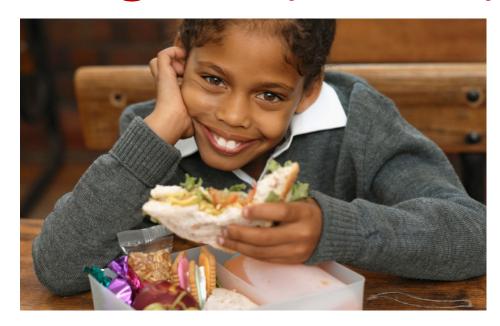
How can a center participate in the Child and Adult Care Food Program (CACFP)?



How can a center participate in the Child and Adult Care Food Program (CACFP)?

They can do so as an <u>Independent Institution</u>

They can do so as their own <u>Sponsor</u>

 Or as a an affiliated or unaffiliated center site under a Sponsoring Organization

What is the difference between a Independent Institution, Sponsor and a Center Site?

Independent Institution signs an agreement with the State Agency to operate the CACFP at a single location or campus.

A **Sponsor** signs an agreement with the State Agency to operate the CACFP in one or more facilities.

A **Center Site** (affiliated or unaffiliated) is a facility where meals are served to participants who eat in a supervised setting and participate in the CACFP under a Sponsoring Organization.



What is the Difference between an Affiliated and an Unaffiliated center?

- Affiliated Center Part of the same legal entity as the sponsoring organization.
- Unaffiliated Center Not part of the same legal entity as the Sponsoring Organization.
- All Centers must meet eligibility requirements, such as license requirements, non-residential day care services requirements (except for Homeless Shelters) and tax exempt and for profit requirements as outlined in USDA regulations.

What is a Sponsor?

A public or nonprofit organization that is responsible for the administratration of the CACFP in:

- One or more Day Care Homes.
- One or more affiliated or unaffiliated child care centers, emergency shelters, at-risk afterschool centers, outside-school hours care centers, or adult day care centers.
- Any combination of the above mentioned facilities.



OR



What is a Sponsor? (continued)

• A <u>for-profit</u> organization that is responsible for the administration of the CACFP in any combination of two or more child care centers, at-risk afterschool care centers, adult day care centers or outsideschool-hours care centers which are part of the same <u>legal entity</u> as the organization.

• A <u>for-profit</u> sponsoring organization may sponsor only those centers that are *legally* part of the sponsoring organization (affiliated centers) and may not sponsor Day Care Homes.

EXAMPLES

 A nonprofit institution that sponsors Day Care Homes could also sponsor centers.



 A nonprofit institution, such as a Community Action Agency, could sponsor both affiliated and unaffiliated centers and Family Daycare Homes.

 A for-profit business can only sponsor child care centers that it owns and operates (affiliated centers).

UNAFFILIATED CENTERS

- Must sign an Agreement with the Sponsoring Organization.
- Agreement should specify either a Cash or Non-Cash.
- Cash agreement- Sponsoring organization provides reimbursements for meals served to cover costs incurred by the facility. In exchange, the sponsoring organization charges an administrative fee, which may not exceed 15 percent of the facility meals reimbursements.
- Non-Cash Agreement-The sponsoring organizations provides food to the facility and keeps all reimbursements and does not charge the facility for meals or administrative expenses.

ADVANTAGES to UNAFFILIATED CENTER SPONSORS

• Supports the mission to reach more low income children.

• Additional revenue stream.



Enables more centers to participate n the CACFP.

• Increase community presence.



Responsibilities of Unaffiliated Sponsors

- Prepare site claims and disburse reimbursement to the site.
- Conduct reviews and program monitoring of center sites.
- Assume final administrative and financial responsibility.
- Train center site staff and ensure that all CACFP requirements are meet.
- May or may not prepare/deliver meals.

RESPONSIBILITIES OF UNAFFILIATED CENTER SITES

- Allow Sponsor to retain a portion of the reimbursement for administration.
- Serve reimbursable meals to eligible children (a site may or may not prepare meals).
- Maintain recordkeeping as required by the sponsor and CACFP.
- Attend trainings required by the sponsor.
- Allow Sponsor to perform required number of program reviews.

ADVANTAGES to UNAFFILIATED CENTER SITES

- Improve quality of meal service.
- Rely on Sponsor's CACFP knowledge.
- Nutrition training available for all staff.
- Participate sooner as they do not have to go through the application process.
- Assistance with budgeting and allowable costs.
- Sponsor accepts final responsibility for mistakes or over claims.
- Sponsor accepts responsibility for the center's CACFP participation.

