NC CACFP
Monthly Institution Call
February 2024

All the information on this call is true and accurate as of February 2, 2024.

TODAY'S AGENDA

- NCFS Payments
- Record Renewal
- NC CACFP CONNECTS Performance Enhancements
- CACFP Week 2024
- Additional Information
- Q&A

NCFS Payments

NCFS

- NC CACFP CONNECTS and NCFS are **two separate systems.**

- NC CACFP does not have authority over NCFS

- Institution submits claim in NC CACFP CONNECTS

- Claims are batched by DHHS Controller's Office on Wednesdays and Fridays
  - Once the claim is batched Institution's will see "Sent for Payment" within the claim's module in NC CACFP CONNECTS

NCFS

- **PREVIOUSLY**
  - Institutions received an email within 2-3 days stating funds will be deposited into accounts

- **NOW**
  - Institutions receive an email; however, at the time of this email, funds are taking 2 to 3 days to be deposited into accounts

- Claims have been paid up through 1/26/2024.

7 CFR 226.6(b)(2)(iii)(H)

The State agency must ensure that ==each renewing institution certifies== that it is still in compliance with the performance standards described in paragraph (b)(1)(xviii) of this section, meaning ==it is financially viable==, is administratively capable of operating the Program in accordance with this part, and has internal controls in effect to ensure accountability.

7 CFR 226.6(b)(1)(xviii)(A)(2)

A new institution must demonstrate that it has adequate financial resources to operate the CACFP on a daily basis, has adequate sources of funds to continue to pay employees and suppliers during periods of temporary interruptions in Program payments and/or to pay debts when fiscal claims have been assessed against the institution, and can document financial viability (for example, through audits, financial statements, etc.);

7 CFR 226.7(k) Claims Processing

…..All valid claims shall be paid within <mark>45 calendar days</mark> of receipt….

Record Renewal

Record Renewal FY2024

Monday, September 25, 2023: FY2024 Opened

Thursday, February 29, 2024: Approval Deadline

Record Renewal FY2024 Training

- Pre-recorded trainings for IC's, SO's, and SFA-ARAMs are available.

- Visit Training Page, [Prerecorded Programmatic Training](#) section.

    o IC Training: 4 DCDEE contact hours

    o SO Training: 4.5 DCDEE contact hours

- Must attend the entire training to receive a certificate.

- FY 2024 Record Renewal Training is separate from NC CACFP CONNECTS Orientation Training. **Both trainings are required.**

Approval Recommended

Approval Recommended

"Approval Recommended" 84 (16%)

Not "Approval Recommended" 427 (84%)

Approved

Approved

"Approved"
44 (9%)
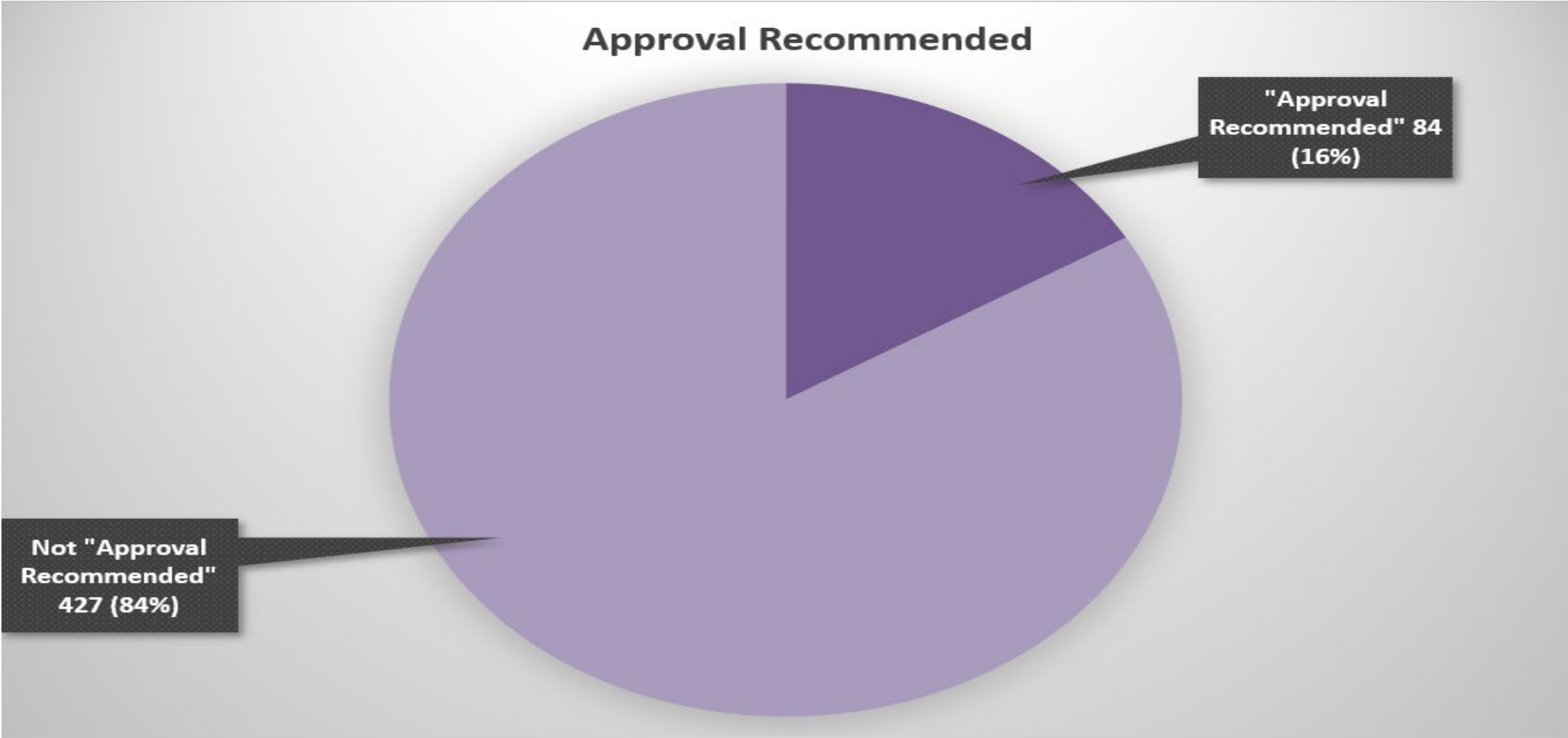
Not "Approved"
467 (91%)
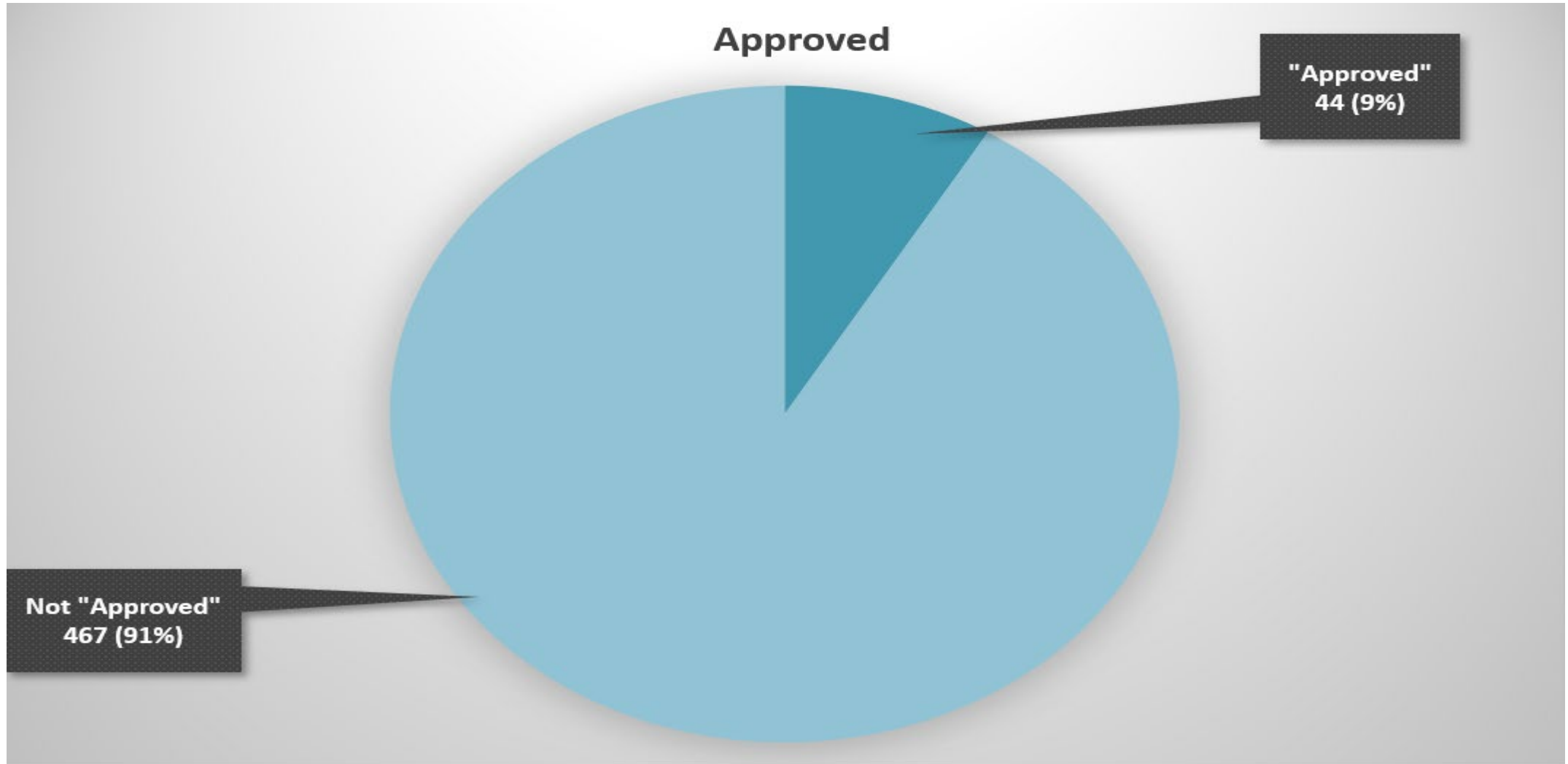
Common Concerns Noted by the State Agency

Management Plan

Financial Viability, Administrative Capability, and Program Accountability.

- Who, What, When, Where, and How
- Use full sentences

Inadequate response:

5. Describe the institution's process of accountability for all funds and property received, held, and disbursed?

Property Standards Policy attached. ×

Common Concerns Noted by the State Agency

Management Plan

Discuss how funds and property are:

- Received
- Held
- Disbursed

5. Describe the institution's process of accountability for all funds and property received, held, and disbursed?

Reports are done at the beginning of the month for the last months billing. Reports consist of daily attendance and expenditures for the month.

Common Concerns Noted by the State Agency

Budget Documents - Ensure the correct budget is selected

Required Documents

Rows per page: 10 ▼   1-6 of 6 |< < > >|

Actions						Category	SubCategory	Document Name	On File	Date Submitted	Status	Frequency	Next Due Date
◉	☒	⬈	☑	⊘	🗑	Budget Record	Sponsoring Organization	2022-2023 Sponsor of Affiliated Centers Budget	☐			Fiscal Year Renewal	
◉	☒	⬈	☑	⊘	🗑	Budget Record	Sponsoring Organization	2022-2023 Sponsor of Unaffiliated Centers Budget	☐			Fiscal Year Renewal	
◉	☒	⬈	☑	⊘	🗑	Budget Record	Sponsoring Organization	2022-2023 Sponsor of Day Care Homes	☐			Fiscal Year Renewal	
◉	☒	⬈	☑	⊘	🗑	Budget Record	Sponsoring Organization	2023-2024 Sponsor of Affiliated Centers Budget	☐			Fiscal Year Renewal	
◉	☒	⬈	☑	⊘	🗑	Budget Record	Sponsoring Organization	2023-2024 Sponsor of Day Care Homes Budget	☐			Fiscal Year Renewal	
◉	☒	⬈	☑	⊘	🗑	Budget Record	Sponsoring Organization	2023-2024 Sponsor of Unaffiliated Centers Budget	☐			Fiscal Year Renewal	

Rows per page: 10 ▼   1-6 of 6 |< < > >|

Common Concerns Noted by the State Agency

- Red Circle with a line – Not applicable documents

- Green Check Mark – does not mean finished
  - Ensure the document is submitted

Annual Renewal for Food Service Contract

B. Unit Price Schedule

The institution and the FSMC or SFA have mutually agreed to the unit prices as shown below. The maximum increase to unit prices from the previous year must not be more than the *Consumer Price Index (CPI-U), Food Away from Home, Southeast Region,* for the current year. The FSMC or SFA shall provide the following meals in the estimated quantities to be delivered at the location(s) stated on the original contract.

Renewed Contract Unit Price Schedule

	Total Number of Operating Days	X	Units Needed Per Day	X	Unit Price $	=	Total

NC CACFP CONNECTS
Feature Enhancements

Communication Log

- A pop-up Communication Log is added on the Upper Right Side of Each Record throughout the System.

- If a State user adds a Comment in Communication log, the communication box will Pulsate indicating Institution users to open the Communication log to view the message added by state users.

- If there is no Comment added in the Communication Log , the box will not Pulsate and will be stationary.

- Images 1 & 2 on the next slide will show the difference between a pulsating box vs a non-pulsating box.

Pulsating vs Non-Pulsating

Click on the Pulsating Icon to Expand the Box to view Comments.

Click on Communication Log

Communication log window opens

Communication Log in Other Records

- Institution Documents

- Management Plan

Performance Enhancement

- Speed between navigating through the Records has been increased for faster performance.

Management Plan

- Monitoring Tab page is widened to make the view easier for Monitoring Schedule.

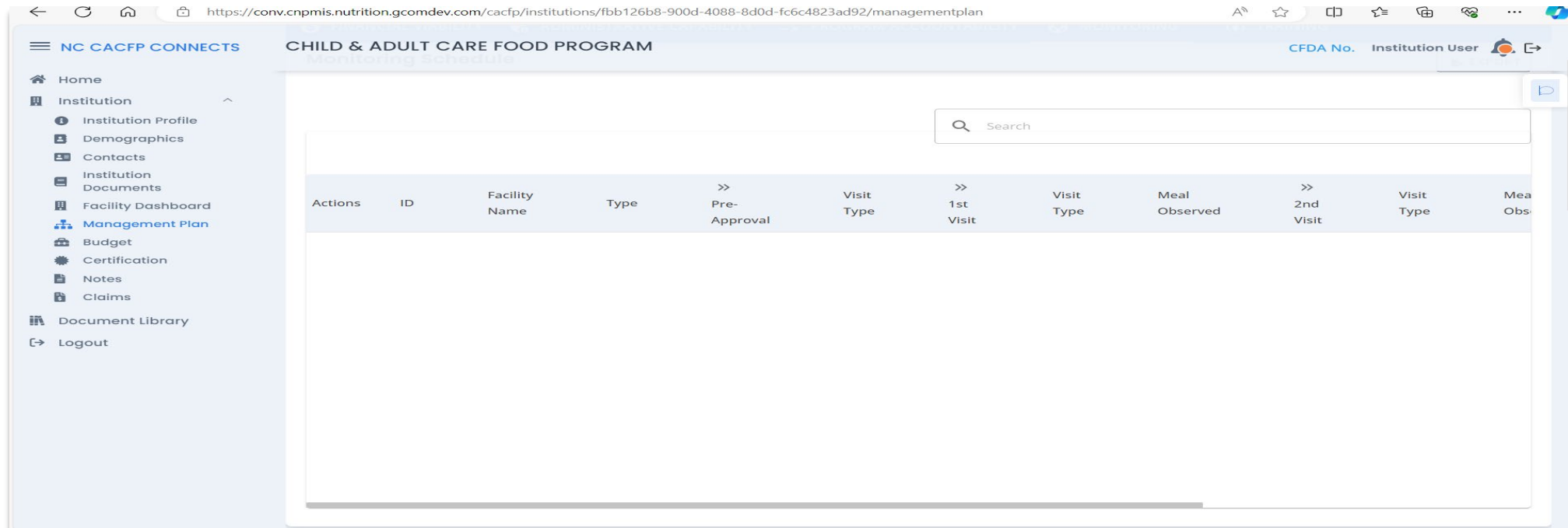- Scroll bars are added to move the Monitoring Schedule Left/Right and Up/Down

- The arrows over Pre-Approval and Visits are collapsable.

Management Plan
Monitoring Schedule Column Headers Abbreviated to fit in one view

- Column headers have been updated
  - Facility ID = ID
  - Facility Type = Type
  - Pre-approval Visit = Pre-approval
  - Announced or Unannounced = Visit Type

- Facility Type = Type has abbreviated facility types
  - Childcare = CC
  - At-Risk = ARAM
  - Head Start = HS
  - Adult Day Care = ADC
  - Emergency Shelter = ES
  - Outside School Hours Care = OSHC
  - Day Care Home = DCH

- Collapsible Columns
  - Pre-Approval + Visit Type collapse down to pre-approval and the user can expand the column when needed to see the details
  - 1st Visit + Visit Type + Meal Observed = 1st Visit
  - 2nd Visit + Visit Type + Meal Observed = 2nd Visit
  - 3rd Visit + Visit Type + Meal Observed = 3rd Visit

- Examples: Highlighted areas show the updates made

Contacts UI Layout

- The page layout is wider.

- Users are able to view left to right.

CACFP Week
2024

CACFP Week 2024

- March 10-16, 2024
- Each letter represents a different area of focus:
  - **C**ommunity
  - **A**wareness
  - **C**hildren
  - **F**ood program
  - **P**articipate

Serving over **4.5 million children and adults** healthy meals and snacks daily.

www.**CACFP**Week.org

NATIONAL
CACFP SPONSORS
ASSOCIATION

Visit this link for more information.

Additional Information

New Institution Staff - Training

- NC CACFP CONNECTS Orientation Training
  - Visit [this link](#) to register/attend.

NC CACFP CONNECTS User Access Forms

New User Access Form

User Termination Form

Farm to ECE Statewide Mapping System

North Carolina
Farm to ECE
Connections
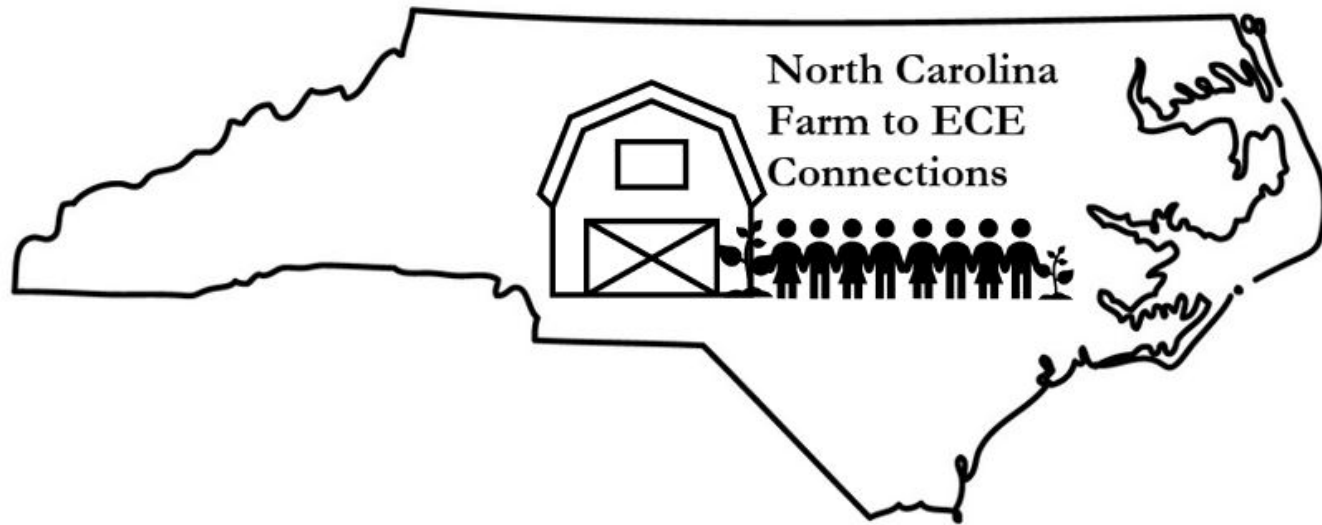
- Connect ECE providers to local farmers

- Ease purchasing of local foods

- County specific

- Healthier NC communities

Interest Survey: **https://www.surveymonkey.com/r/PCY6GLW**

Harvard Study for CACFP

- Survey purpose - to understand the experience childcare programs have with participating in the CACFP.

- 15-minute survey
    - Will ask general participation questions about the CACFP
    - Will also ask for a recent one-month menu to analyze meals served.

- Download the informational documents in the files pod for more information (available in English and Spanish).

IN CLOSING

QUESTIONS & ANSWERS

- Please use the "QUESTIONS" pod to submit your questions.

- We will review what we have time for that pertains to the relevance of the group.

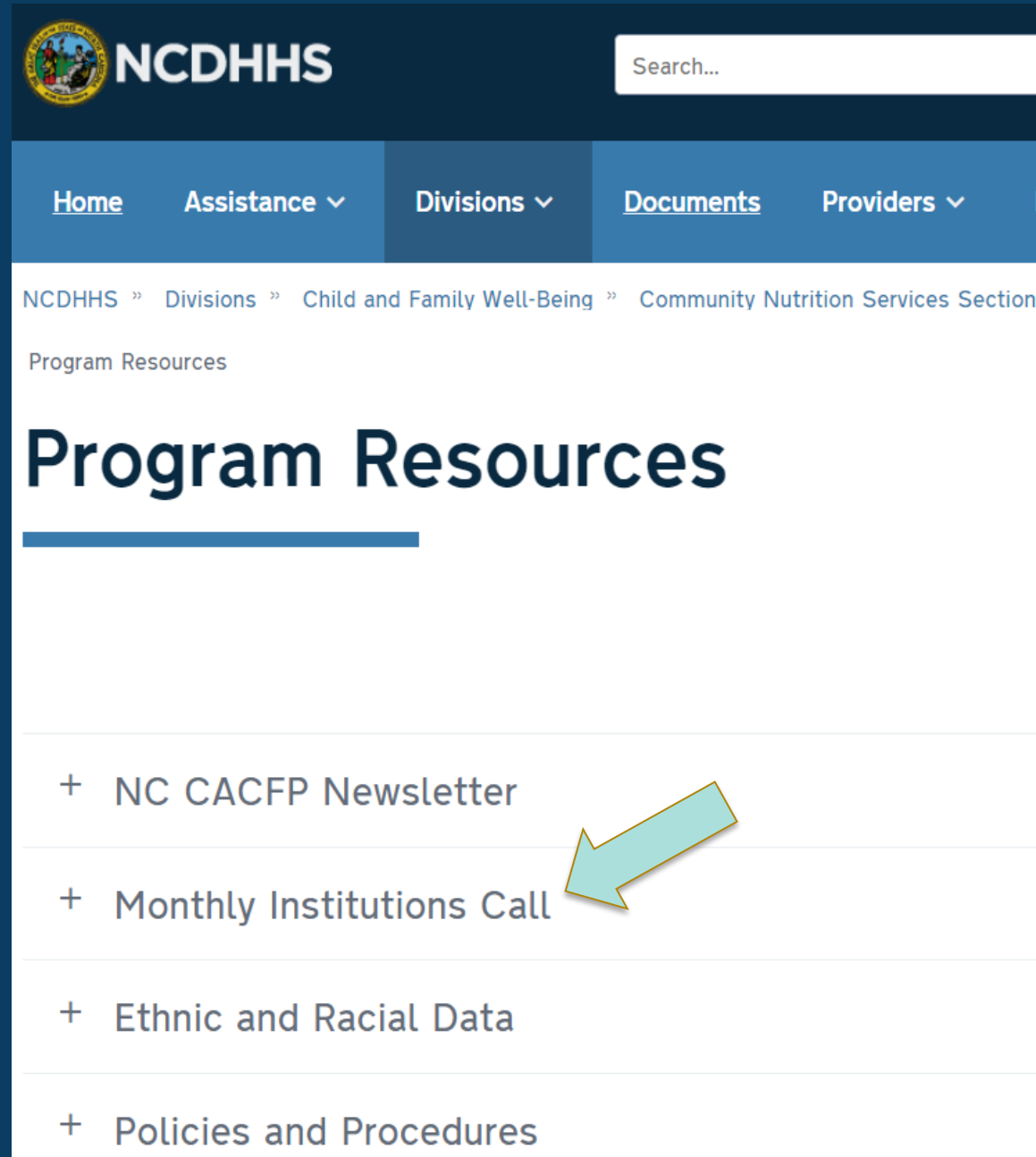- Questions that apply to one specific Institution will be handled offline.

MONTHLY INSTITUTION CALLS

The PowerPoints for the Institution calls are found on our website:

Program Resources Page

Click on "Monthly Institutions Call"

EVALUATION SURVEY

Please complete an evaluation survey to share your feedback with us

1. Click on "EVALUATION SURVEY" below

2. Complete the survey questions

3. Click the blue "Submit" button

North Carolina CACFP Monthly Institution Call Evaluation Survey

Thank you for attending the **Monthly Institution Call** for the North Carolina Child and Adult Care Food Program. Please indicate your responses to the below questions.

We appreciate your feedback.

The objectives of the call were clearly defined. *

○ Yes

○ No (Please explain)

The objectives were met. *

○ Yes

○ No (Please explain)

Participation and interaction were encouraged. *

○ Yes

○ No (Please explain)

Thank you for your time!
Next call is on **Friday, March 1.**