NC CACFP MONTHLY INSTITUTION CALL

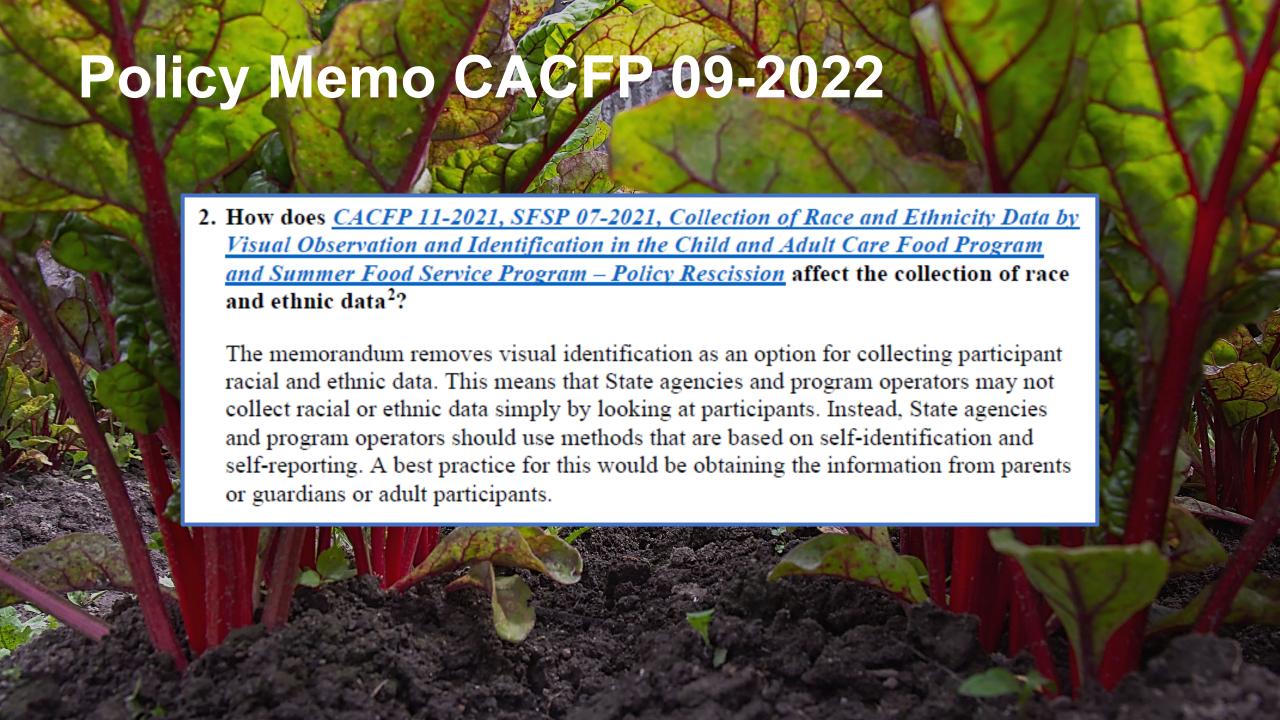All the information on this call is true and accurate as of July 1st, 2022.

TODAY'S AGENDA

- Policy Memos
- Application Update Reminders
- FFATA Form Changes
- July/August CACFP Messenger
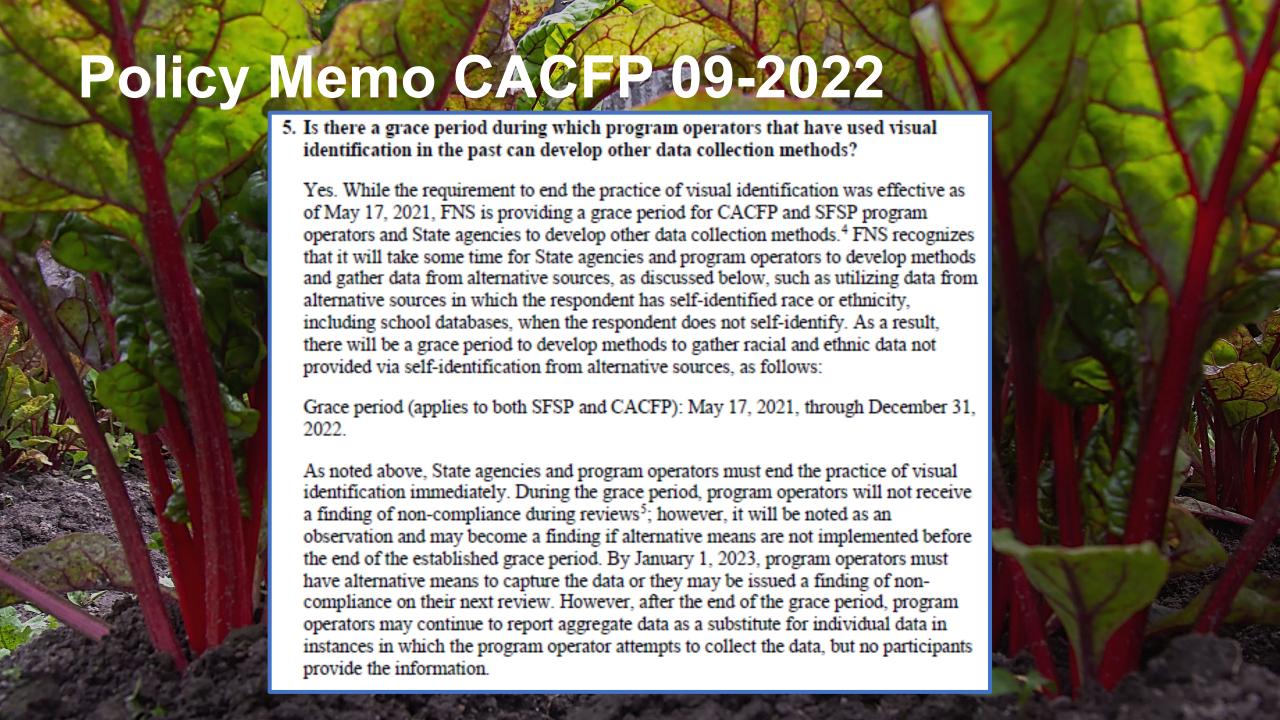- Upcoming SA Trainings
- Additional Information
- Q&A

POLICY MEMOS

Policy Memo CACFP 09-2022

CACFP 09-2022: Q&A Related to CACFP 11-2021, Collection of Race and Ethnicity Data by Visual Observation and Identification in the CACFP– Policy Rescission

Policy Memo CACFP 09-2022

2. **How does** *CACFP 11-2021, SFSP 07-2021, Collection of Race and Ethnicity Data by Visual Observation and Identification in the Child and Adult Care Food Program and Summer Food Service Program – Policy Rescission* **affect the collection of race and ethnic data[2]?**

The memorandum removes visual identification as an option for collecting participant racial and ethnic data. This means that State agencies and program operators may not collect racial or ethnic data simply by looking at participants. Instead, State agencies and program operators should use methods that are based on self-identification and self-reporting. A best practice for this would be obtaining the information from parents or guardians or adult participants.

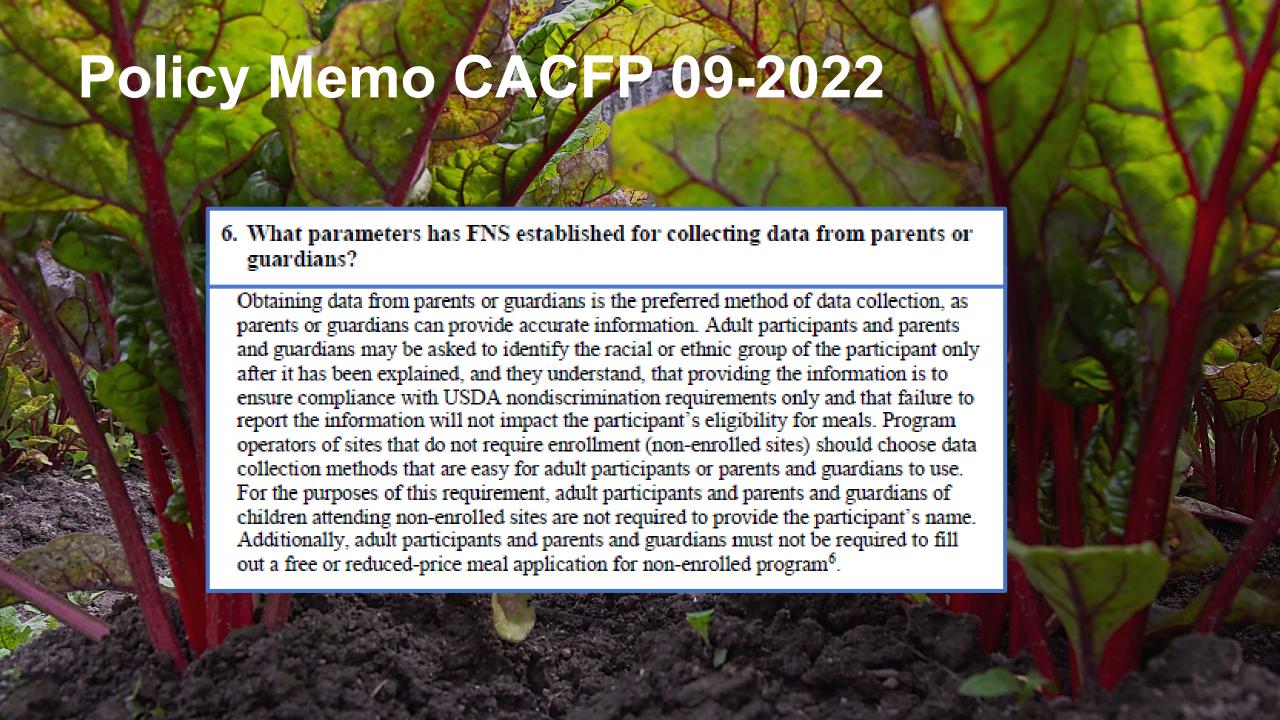# Policy Memo CACFP 09-2022

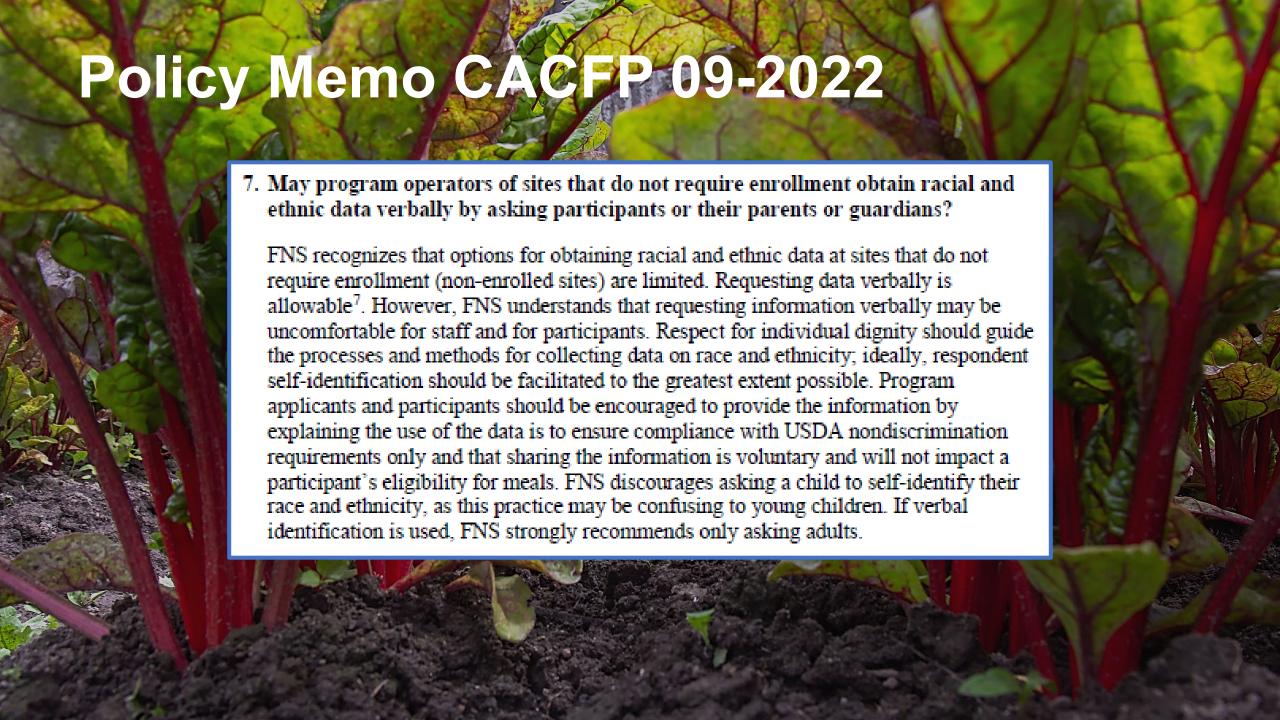**3. To what programs does the policy change apply?**

The policy change applies only to CACFP and SFSP, as these were the two programs covered by the policy memorandum that was rescinded. It is expected to mainly affect programs where participant enrollment is not required, such as SFSP open sites or walk-in CACFP afterschool programs, when race and ethnic data cannot be obtained on free and reduced-price meals applications[3].

4. Is this policy change effective immediately?

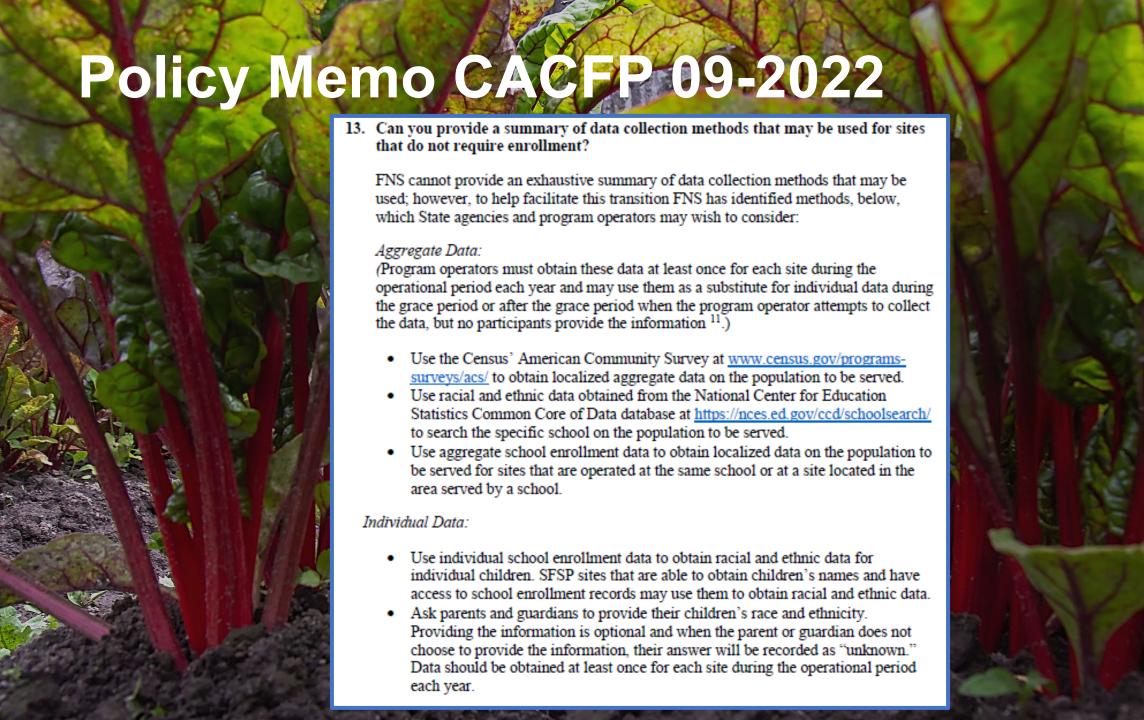Yes, the removal of visual observation and identification as an allowable practice in obtaining racial and ethnic data in the CACFP and SFSP is effective immediately. As of May 17, 2021, the date that CACFP 11-2021, SFSP 07-2021 was published, visual observation and identification is no longer an allowable practice for CACFP and SFSP operators and State agencies to use during the collection of racial or ethnic data.

Policy Memo CACFP 09-2022
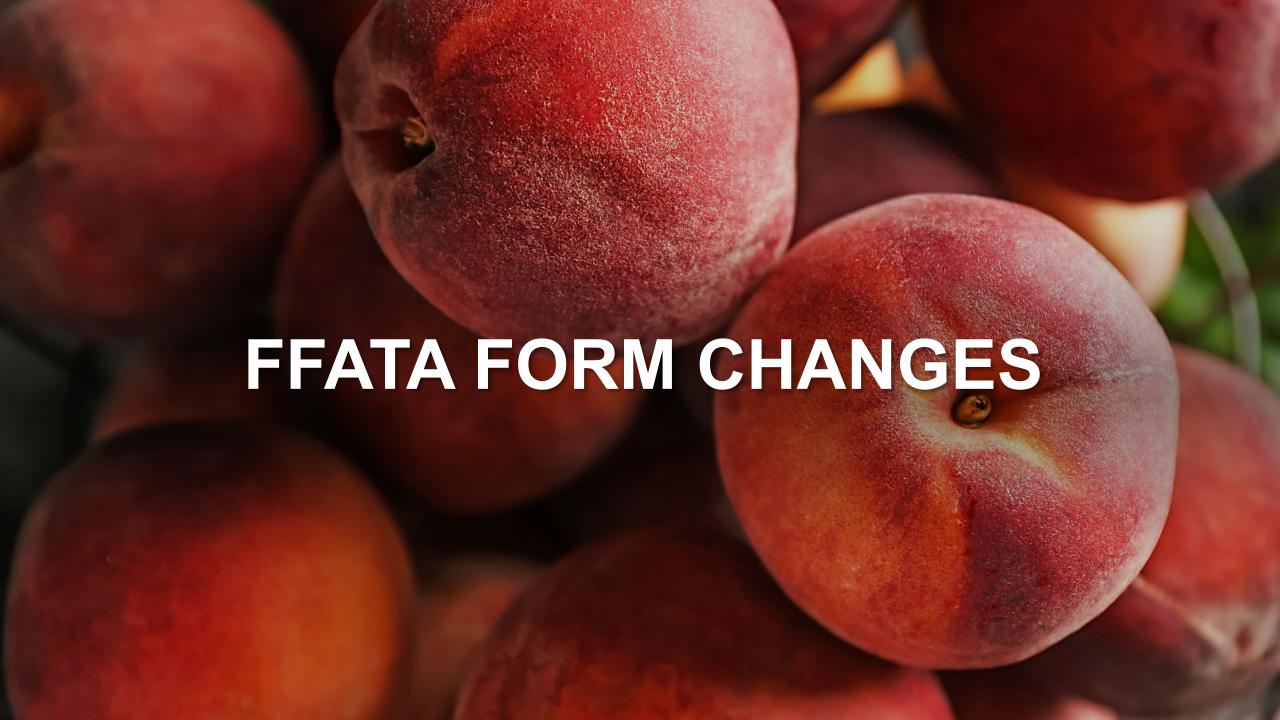
5. Is there a grace period during which program operators that have used visual identification in the past can develop other data collection methods?

Yes. While the requirement to end the practice of visual identification was effective as of May 17, 2021, FNS is providing a grace period for CACFP and SFSP program operators and State agencies to develop other data collection methods.[4] FNS recognizes that it will take some time for State agencies and program operators to develop methods and gather data from alternative sources, as discussed below, such as utilizing data from alternative sources in which the respondent has self-identified race or ethnicity, including school databases, when the respondent does not self-identify. As a result, there will be a grace period to develop methods to gather racial and ethnic data not provided via self-identification from alternative sources, as follows:

Grace period (applies to both SFSP and CACFP): May 17, 2021, through December 31, 2022.

As noted above, State agencies and program operators must end the practice of visual identification immediately. During the grace period, program operators will not receive a finding of non-compliance during reviews[5]; however, it will be noted as an observation and may become a finding if alternative means are not implemented before the end of the established grace period. By January 1, 2023, program operators must have alternative means to capture the data or they may be issued a finding of non-compliance on their next review. However, after the end of the grace period, program operators may continue to report aggregate data as a substitute for individual data in instances in which the program operator attempts to collect the data, but no participants provide the information.

Policy Memo CACFP 09-2022

6. **What parameters has FNS established for collecting data from parents or guardians?**

Obtaining data from parents or guardians is the preferred method of data collection, as parents or guardians can provide accurate information. Adult participants and parents and guardians may be asked to identify the racial or ethnic group of the participant only after it has been explained, and they understand, that providing the information is to ensure compliance with USDA nondiscrimination requirements only and that failure to report the information will not impact the participant's eligibility for meals. Program operators of sites that do not require enrollment (non-enrolled sites) should choose data collection methods that are easy for adult participants or parents and guardians to use. For the purposes of this requirement, adult participants and parents and guardians of children attending non-enrolled sites are not required to provide the participant's name. Additionally, adult participants and parents and guardians must not be required to fill out a free or reduced-price meal application for non-enrolled program[6].

Policy Memo CACFP 09-2022

7. **May program operators of sites that do not require enrollment obtain racial and ethnic data verbally by asking participants or their parents or guardians?**

FNS recognizes that options for obtaining racial and ethnic data at sites that do not require enrollment (non-enrolled sites) are limited. Requesting data verbally is allowable[7]. However, FNS understands that requesting information verbally may be uncomfortable for staff and for participants. Respect for individual dignity should guide the processes and methods for collecting data on race and ethnicity; ideally, respondent self-identification should be facilitated to the greatest extent possible. Program applicants and participants should be encouraged to provide the information by explaining the use of the data is to ensure compliance with USDA nondiscrimination requirements only and that sharing the information is voluntary and will not impact a participant's eligibility for meals. FNS discourages asking a child to self-identify their race and ethnicity, as this practice may be confusing to young children. If verbal identification is used, FNS strongly recommends only asking adults.

Policy Memo CACFP 09-2022

8. How often must data for sites that do not require enrollment be collected?

FNS 113-1, *Civil Rights Compliance and Enforcement – Nutrition Programs and Activities* requires program operators to collect data yearly[8]. This applies to both enrolled and non-enrolled programs.

9. What should program operators do if they are unable to obtain racial and ethnic data for all participants? What if this causes a mismatch between the data and the number of participants at a meal service site?

Providing racial and ethnic data is voluntary. If a program operator is unable to collect a participant's information, their response may be marked "unknown." For that reason, FNS does not expect that the number of respondents will equal the number of children at a meal service site. However, FNS does expect program operators to continue to try to capture the data.

Policy Memo CACFP 09-2022

13. **Can you provide a summary of data collection methods that may be used for sites that do not require enrollment?**

FNS cannot provide an exhaustive summary of data collection methods that may be used; however, to help facilitate this transition FNS has identified methods, below, which State agencies and program operators may wish to consider:

Aggregate Data:
(Program operators must obtain these data at least once for each site during the operational period each year and may use them as a substitute for individual data during the grace period or after the grace period when the program operator attempts to collect the data, but no participants provide the information [11].)

- Use the Census' American Community Survey at www.census.gov/programs-surveys/acs/ to obtain localized aggregate data on the population to be served.
- Use racial and ethnic data obtained from the National Center for Education Statistics Common Core of Data database at https://nces.ed.gov/ccd/schoolsearch/ to search the specific school on the population to be served.
- Use aggregate school enrollment data to obtain localized data on the population to be served for sites that are operated at the same school or at a site located in the area served by a school.

Individual Data:

- Use individual school enrollment data to obtain racial and ethnic data for individual children. SFSP sites that are able to obtain children's names and have access to school enrollment records may use them to obtain racial and ethnic data.
- Ask parents and guardians to provide their children's race and ethnicity. Providing the information is optional and when the parent or guardian does not choose to provide the information, their answer will be recorded as "unknown." Data should be obtained at least once for each site during the operational period each year.

Policy Memo CACFP 10-2022

CACFP 10-2022: Q&A Regarding the 2022 Infant Formula Shortage in the CACFP

APPLICATION UPDATE REMINDERS

APPLICATION UPDATE 2023

- Trainings in June, July, and August

- FY 2023 opens on July 11th, 2022

- **<u>ALL</u> application updates due by September 30th, 2022**

- Hard deadline due to the change to a new system. **<u>NO</u>** Exceptions

APPLICATION UPDATE 2023 REMAINING TRAININGS

Date	Day	Time	Institution Type
7/28/2022	Thursday	9:00 AM – 11:00 AM	IC
7/28/2022	Thursday	1:00 PM – 3:30 PM	SO
8/2/2022	Tuesday	9:00 AM – 11:30 AM	SO
8/3/2022	Wednesday	1:00 PM – 3:00 PM	IC

What Questions Do You Have?

FFATA FORM CHANGES

FFATA FORM CHANGES

Department of Health and Human Services
Division of Child and Family Well-Being, Community Nutrition Services Section
Child and Adult Care Food Program
Attachment I
Federal Funding Accountability and Transparency Act (FFATA) Data Reporting Requirement
Subawardee Information for CACFP

The State Agency complies with FFATA reporting requirements on a monthly basis through NCCARES. For FFATA reporting compliance, all institutions are required to have a UEI Number.

A. Reporting – ALL INSTITUTIONS MUST COMPLETE

Institution's
Legal Name _____

Agreement
Number _____

Institution's UEI Number _____

UEI REMINDER

- Change Took Place April 4, 2022

- Instructional Video on Obtaining a UEI - https://youtu.be/4Hqs_L0B5kl

- Questions? Contact FinancialManagementTeam@dhhs.nc.gov

SPONSORING ORGANIZATION UPDATED AGREEMENT (UNAFFILIATED CENTERS)

SPONSORING ORGANIZATION UPDATED AGREEMENT (UNAFFILIATED CENTERS)

CURRENT AGREEMENT

Effective Period

After the Agreement is signed by the Facility and the Sponsoring Organization, it shall be effective upon State agency approval. The Agreement shall expire September 30, 2022; provided, however, this Agreement is binding on the Facility as long as it receives assistance or retains possession of any funds from the USDA and the State agency.

AGREEMENT FOR APPLICATION UPDATE

Effective Period

After the Agreement is signed by the Facility and the Sponsoring Organization, it shall be effective upon State agency approval. The Agreement shall expire September 30, 2025; provided, however, this Agreement is binding on the Facility as long as it receives assistance or retains possession of any funds from the USDA and the State agency.

JULY/AUGUST
CACFP MESSENGER
HIGHLIGHTS

UPCOMING STATE AGENCY TRAININGS

UPCOMING STATE AGENCY TRAININGS

Wednesday, July 13th, 2022
Menu Planning Success – Laying the Foundation
1:00 pm – 3:00 pm

Wednesday, July 20th, 2022
Menu Planning Success – Answers to Common Questions
1:00 pm – 3:00 pm

Wednesday, July 27th, 2022
Menu Planning Success – Using Helpful Tools
1:00 pm – 3:00 pm

ADDITIONAL INFORMATION

Waiver Request for SY 2023

- Meal Service Times
- Non-Congregate Meals
- Parent/Guardian Pick Up
- Onsite Monitoring

- Request submitted – not approved yet
- Institutions will have to apply

Nationwide Infant Formula Shortage

- CACFP operators may have trouble finding formula

- Breastmilk or iron-fortified infant formula is required at all infant meals and snacks

IN CLOSING

QUESTIONS & ANSWERS

1) Please use the Q&A function to submit your questions.

2) We will review what we have time for that pertains to the good of the group.

3) Questions that apply to one specific institution will be handled offline.

MONTHLY INSTITUTION CALLS

The PowerPoints for the institution calls can now be found on our website
www.nutritionnc.com

1) Click on "Child and Adult Care Food Program"

2) Click on "Program Resources"

3) 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)

HAVE A GREAT SUMMER!