

North Carolina Division of Child and Family Well-Being Community Nutrition Services Section Child and Adult Care Food Program Unit www.nutritionnc.com

> May/June 2022 Volume 3, Issue 3

The North Carolina CACFP Messenger

From the Child and Adult Care Food Program Manager

Hello CACFP Family,

May is Older Americans Month, and I wanted to take this opportunity to recognize the wonderful work of our CACFP providers at adult day care centers. It is through your dedication to the program that the older adults in your care receive highly nutritious CACFP meals and snacks. (You can read about resources and tips on serving older adults on page 6.) Planning menus to meet the nutritional needs and food preferences of older adults can be a complex task, and we thank you for the inspiring work you do each day.

And, with June on the horizon, it will soon be time to start planning for the annual CACFP application update. The regulations require this of participating Institutions, and the State agency is working hard to make the process as smooth as possible. We will be offering virtual training sessions in June and July, and we strongly encourage you to register for one. (Check out page 4 for dates and registration links.) Attending a training is the best way to know what to expect this year. We look forward to "seeing" you there!

Best regards,

Cassandra Child and Adult Care Food Program Manager



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Reminders

- Friday, May 6, and Friday, June 3, from 1 to 2 PM—next two State agency calls with CACFP Institutions
- Tuesday, May 31, 2022—last day to submit March 2022 claims
- Wednesday, June 29, 2022 last day to submit April 2022 claims
- Check out our seasonal standardized recipe for a Fruit Salsa on page 9



New and Updated Resources

CACFP Vegetable and Fruit Snack Menus

New

A CACFP Best Practice is to make at least one of the two required components at snack a vegetable or a fruit. If you are looking to meet this best practice or add more vegetables and fruits to your menu, be sure to check out the <u>CACFP Vegetable</u> and Fruit Snack Menu developed by the Fruit & Vegetable Nutrition Council of the Association of State Public Health Nutritionists (<u>ASPHN</u>). This menu includes a month's worth of delicious and easy-to-prepare vegetable and fruit snack ideas. Click on the menu items to view the standardized recipe. Enjoy! Menu link: <u>https://asphn.org/cacfp-veggie-and-fruit-snack-menu/</u> ASPHN link: <u>https://asphn.org</u>





All About Application Update for 2022-2023

Soon it will be time for the annual update of all CACFP applications as required by the regulations. The annual updates are intended to show that an Institution continues to have the administrative and financial capability to operate the CACFP in accordance with the performance standards set forth in <u>7 CFR 226.6(b)(2)</u> (vii). These performance standards help ensure that only Institutions that can successfully administer the CACFP are approved for participation when they initially apply, while they operate the program, and each year when they apply to renew their participation in CACFP.

Remember, the CACFP Performance Standards (also know as "the VCAs") are the following:

- 1) **Financial <u>V</u>iability**—the Institution has adequate financial resources to operate a business and to maintain operations, even if there is a disruption or delay in CACFP reimbursements;
- 2) Administrative <u>Capability</u>—The Institution has sufficient and qualified staff to ensure CACFP responsibilities are met; and,
- 3) **Program <u>Accountability</u>**—The Institution uses sound management and accounting practices and has systems in place to ensure fiscal and programmatic integrity.

Important Application Update Dates

- ✓ Late June: The State agency will begin offering Application Update training (see <u>page 4</u> to register).
- ✓ **Early July:** CACFP documents and forms for 2022-2023 will be posted to the website.
- ✓ July 15, 2022: Program Year 2022-2023 will open in NC CARES. You may begin your updates!
- ✓ September 30, 2022: Updated applications due to the State agency.

PRO TIPS

Pro Tips for Updating Your Application Correctly and On Time

- 1) **Plan ahead and start early.** This allows time to fix any mistakes and to receive approval before the deadline.
- 2) Attend a training. This is highly recommended for program managers and provides all attendees with the application guide, necessary information, and required forms for this year.
- 3) **Read and follow the guide,** provided at the training and posted on our website.
- 4) Contact your assigned consultant with questions!



Voluntary Recall of Abbott Powder Formulas.

Abbott is voluntarily recalling some powder infant formulas after investigation into four reports of Cronobacter sakazakii infections in infants (three from FDA complaints and one from a CDC case finding) and one complaint of a Salmonella Newport infection in an infant who had consumed the identified powder formula products manufactured in a single facility in Michigan. The products under recall have a multidigit number on the bottom of the container starting with the first two digits 22 through 37, contains K8, SH, or Z2 and with an expiration date of April 1, 2022, or after. One lot of Similac PM 60/40 [Lot # 27032K80 (can) / Lot # 27032K800 (case)] is included in the recall. Product images may be found here. If affected product is identified it should NOT be used. Families with affected product can: return the product to the place of purchase; may contact Abbott for instructions at similacrecall.com or Similac customer service at 1-800-986-8540; or return to the local WIC agency.

Our next monthly Institution calls will be <u>Friday, May 6,</u> and <u>Friday, June 3,</u> from 1-2 PM. We hope you can join us on Adobe Connect via <u>this link</u>.

Upcoming Trainings

- ⇒ CACFP Halftime: Thirty on Thursdays—Join Team Nutrition for free training webinars on hot topics related to the CACFP meal pattern requirements.
 - Serving Adult Participants in the CACFP
 - Thursday, May 5, 2:00 PM—2:30 PM (English) | Register here
 - Thursday, May 5, 3:00 PM—3:30 PM (Spanish) | Register here
- ⇒ Compliance Review: Are You Ready?—This webinar is designed to provide program managers with information, resources, and best practices for being prepared for a compliance review. Participants will learn why compliance reviews are necessary and understand the purpose of the review. Resources, tips, and best practices will be shared to help Institutions have a successful compliance review.
 - Tuesday, May 17, 9:00 AM 11:00 AM | Register here
- ⇒ Duties & Documents—Whether you are new to the CACFP or looking for a refresher class, this live webinar training will give you tips and tools to operate a successful program. Learn strategies for managing the daily, monthly, and annual tasks and recordkeeping requirements.
 - **Duties & Documents for Sponsoring Organizations**
 - Wednesday, June 8, 1:00 PM 4:00 PM | Register here
 - Duties & Documents for Independent Centers
 - Thursday, June 9, 1:00 PM 4:00 PM | Register here
- ⇒ Application Update for FY 2023—The State agency will be offering live and recorded, on-demand webinars. Participants will learn how to prepare for the annual update and know which documents are required for the new year. Budgets will also be included in this year's Application Update training. Register for a live session below!

Sponsoring Organizations

- Wed, Jun 22; 1:00 PM 5:00 PM | Click here to register
- Thurs, Jun 23; 8:00 AM 12:00 PM | Click here to register
- Wed, Jun 29; 8:00 AM 12:00 PM | Click here to register
- Thurs, Jun 30; 8:00 AM 12:00 PM | Click here to register
- Thurs, Jul 28; 1:00 PM 5:00 PM
 Click here to register
- Tue, Aug 2; 8:00 AM 12:00 PM

Independent Centers

- Tue, Jun 21; 8:00 AM 12:00 PM
- Thurs, Jun 23; 1:00 PM 5:00 PM
- Tue, Jun 28; 8:00 AM 12:00 PM
- Wed, Jun 29; 1:00 PM 5:00 PM
- Thurs, Jul 28; 8:00 AM 12:00 PM |
- Wed, Aug 3; 1:00 PM 5:00 PM | Click here to register

SFA-ARAM

• Fri, Jun 24; 10:00 AM - 12:00 PM | Click here to register

Click here to register

| Click here to register

Meet Your State Agency Staff Cheryl Baron and Monica Oliver





Cheryl Baron

Title/Role: Quality Assurance Review Administrative Officer **Region:** All of North Carolina/Raleigh Office

- My favorite food is...Pho (Vietnamese beef noodle soup).
- My favorite place and/or activity/event in North Carolina is... MerleFest Music Festival.
- **My favorite part of my job is...**working directly with our institutions during Application Update season.
- The best tip I have for success in the CACFP is...the regulations are your guide but also take advantage of the excellent training and resources offered on NutritionNC.com. Don't hesitate to directly seek assistance from the State Agency if you still have questions about any aspect of the program.



Monica Oliver

Title/Role: Nutrition Program Assistant Region: The eleven Northwestern most Counties of the State

- My favorite foods are...apples, cheese, and bread.
- **My favorite place and/or activity/event in North Carolina is...**springtime in the NC Mountains.
- My favorite part of my job is...talking with institution representatives to provide technical assistance. If an institution is asking questions, I feel like they want to ensure they're following CACFP regulations.
- The best tip I have for success in the CACFP is...take advantage of the CACFP trainings that are offered and participate or listen to the recorded version of the monthly institution call.





May is Older Americans Month!

Every May, the <u>Administration for Community Living</u> (ACL) leads the celebration of **Older Americans Month (OAM)**. This year's theme, Age My Way, focuses on how older adults can age in their communities, living independently for as long as possible and participating in ways they choose.

Adult Day Care centers enable older adults and adults with disabilities to remain in their own home or in the home of a family member, guardian, or other care giver, and avoid institutional care before they truly need it. The CACFP supports Adult Day Care Centers and plays a vital role in improving the quality and affordability of adult day care.

Adults have unique nutritional needs and as caregivers, you work hard to create healthy menus that will appeal to your participants' food preferences and adhere to their dietary requirements.

The <u>NC CACFP website</u> is a great place to turn for resources for Adult Day Care centers that will help you build nourishing and appetizing menus.

Visit our <u>Training page</u> for live and prerecorded trainings that focus on adult care, such as Menu Planning for Older Adults and Meal Pattern Training for Adults.



Our <u>Meal Pattern and Nutrition Resources page</u> offers Meal Pattern information and Menu Planning Tools, specific for adults. You will also find links to standardized recipes and seasonal menus if you would like some ideas for new menu items or ways to serve seasonal, locally grown foods.

Visit our <u>Program Resources page</u> for more guidance on operating Adult Day Care centers through the Regulations and Adult Day Care Handbook.

<u>USDA'</u>s Team Nutrition also offers trainings and printed materials to guide and assist Adult Day Care centers. Be sure to register for Team Nutrition's Serving Adult Participants in the CACFP on May 5th (see <u>page 4</u> to register).



How to Conduct High-Quality CACFP Staff Training: 5 Stages to Follow

Effective managers learn to train their employees so they can perform CACFP duties in a manner that maintains compliance with federal regulations. Per the regulations, Institutions are required to train employees with CACFP responsibilities. The following five step training process is designed to provide institution managers with a time tested, proven process for conducting training:



1. Preparation Stage

- a) Identify learning objectives.
- b) Determine audience's experience and needs (i.e., educational level, cultural background, age, learning style, prior work experience).
- c) Plan the presentation.
- d) Practice, practice, practice.

2. Opening Stage: Create an optimal learning environment

- a) Welcome, introductions, name plates, and ice breaker.
- b) Set norms (i.e., no such thing as a stupid question, come back on time, turn off cell phones and respect others).
- c) Review agenda and record participants' expectations.
- d) Review goals and learning objectives.

3. Facilitating Stage: Use a Learner-Centered & Activity-Based Approach

- a) Maximize learning by using trained facilitators.
- b) Utilize multiple training delivery methods (hear, see, do).
- c) Present information in groups of three facts/points.
- d) Provide frequent breaks.
- e) Engage learners in process (ask questions, discuss their ideas).
- f) Ask learners to demonstrate their new skills.

4. Closing Stage

- a) Summarize main points.
- b) Review participants' expectations.
- c) Ask for feedback and collect evaluations.
- d) Call to Action (agree on next steps and work assignments).

5. After-Training Stage

- a) Use evaluations to improve next seminar.
- b) Send certificates.
- c) Follow up to ensure associates apply what they learned.

For more information and/or assistance, contact the CACFP Training Team at CACFPtraining@dhhs.nc.gov.

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Wondering Why SAM Registration is Important? Read on to Find Out!

By Marcus Braithwaite, Finance and Business Compliance Analyst I

As a CACFP operator, you know that your Institution must register with the <u>System of Award</u> <u>Management</u> or SAM. The SAM is how CACFP funds are paid to CACFP operators, also known as "grantees" or "entities." CACFP funds are Federal dollars. The SAM is a central location that tracks how all entities that receive Federal grant money do business with the Federal government. Thus, all people or entities that receive Federal funds (i.e., all CACFP operators) must register with the SAM (unless exempt under <u>2 CFR 25.110</u>). Entities who fail to register with the SAM will be deemed non-compliant (<u>2 CFR 25.205</u>). If so, they will not be eligible to receive Federal funds, including CACFP reimbursement money. Additionally, the regulations require that an entity's SAM registration be in "Active" status while receiving government funding (<u>2 CFR 25.300</u>).

To stay compliant, all CACFP Institutions must update their SAM account information each year (2 CFR25.200(c)(3)). This helps ensure that money from the government is being spent the right way, with integrity and transparency. It also confirms that the federal government has the most up-to-date information about your Institution for documentation purposes.

As of April 4, 2022, the Federal government started using the new Unique Entity ID (UEI) instead of the DUNS number to identify entities for Federal awards (funds). At <u>SAM.gov</u>, you should already be able to view your UEI in your SAM registration record. To learn more about the UEI, go to <u>fsd.gov</u> and click the green button—"Help on UEI Transition." When you update your CACFP application for 2022-2023, you will also be asked to make sure NC CARES correctly lists your UEI.

₩SAM ,GOV®		Official U.S. Government Web 100% Free
The Official U.S. Govern	ment System for:	NEW Learn More Register Your Entity or Get a Unique
(was fbo.gov)	(was cfda.gov)	Entity ID
Contract Data (Reports ONLY from fpds.gov)	Entity Information Entities, Disaster Response Registry, and Exclusions	Register your entity or get a Unique Entity ID to get started doing business with the federal government.
Wage Determinations (was wdol.gov)	Entity Reporting	Get Started
Federal Hierarchy Departments and Subtiers	SCR and Bio-Preferred Reporting	Renew Entity
		Check Registration Status

Remember! SAM registration is free. If you are asked to pay to register, it is a scam. Register or renew only through <u>SAM.gov</u>.



Fruit Salsa USDA Recipe for CACFP

Our Fruit Salsa recipe provides sweetness with a kick from its combination of fresh jalapenos, pineapples, red bell peppers, and diced peaches.

CACFP CREDITING INFORMATION

3% cup (3 fl oz spoodle) provides 1/8 cup vegetable and 1/4 cup fruit.

	25 SERVINGS		50 SERVINGS		DIDECTIONO
INGREDIENTS	Weight	Measure	Weight	Measure	DIRECTIONS
Peaches, canned, diced, light syrup, drained OR Pineapple tidbits, canned, light syrup, drained	4 lbs 4 oz	2 qt 2 cups (1 No. 10 can)	8 lbs 8 oz	1 gal 1 qt (2 No. 10 cans)	1 Place peaches, peppers, and red wine vinegar in a large bowl. Stir well.
*Jalapeno peppers, fresh, diced ¼"	5 oz	4 ¼ each	10 oz	8 ½ each	
*Red bell peppers, fresh, diced ¼"	1 lb 4 oz	3¾ cups	2 lb 8 oz	1 qt 3 ½ cups	
Red wine vinegar		½ cup		1 cup	2 Pour into serving pans (10 ¾" x 12¾ " x 4"). For 25 servings, use 1 pan. For 50 servings, use 2 pans.



	25 SERVINGS		50 SERVINGS		
INGREDIENTS	Weight	Measure	Weight	Measure	DIRECTIONS
					3 Cover and refrigerate at 40 °F.
					4 Critical Control Point: Cool to 40 °F or lower within 4 hours.
					5 Critical Control Point: Hold at 40 °F or below.
					6 Portion with 3 fl oz spoodle (3% cup).



NUTRITION INFORMATION

For 3/8 cup (3 fl oz spoodle).

NUTRIENTS Calories	AMOUNT 56
Total Fat	0 g
Saturated Fat	0 g
Cholesterol	0 mg
Sodium	66 mg
Total Carbohydrate	14 g
Dietary Fiber	1 g
Total Sugars	9 g
Added Sugars included	N/Ă
Protein	1 g
Vitamin D	0 IU
Calcium	4 mg
Iron	0 mg
Potassium	115 mg

N/A=data not available.

SOURCE

USDA Standardized Recipes Project.

MARKETING GUIDE				
Food as Purchased for	25 Servings	50 Servings		
Jalapeno peppers Red bell peppers	7 oz 1 lb 9 oz	14 oz 3 lb 2 oz		

NOTES

*See Marketing Guide for purchasing information on foods that will change during preparation or when a variation of the ingredient is available.

Cooking Process #1: No Cook.

YIELD/VOLUME				
25 Servings	50 Servings			
About 6 lb 8 oz	About 13 lb			
About 3 qt 1 cup/1 serving pan	About 1 gal 2 qt 2 cups/2 serving pans			

