



CACFP MONTHLY UPDATE



Maine

CACFP

Child and Adult Care Food Program

Healthy habits that last a lifetime!

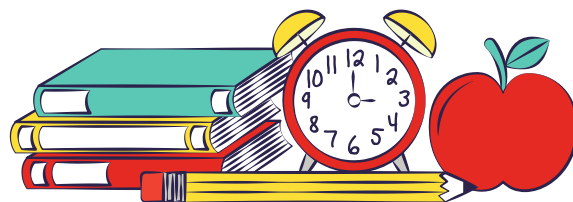
2024 AGREEMENT DEADLINE IS AUGUST 31, 2023!

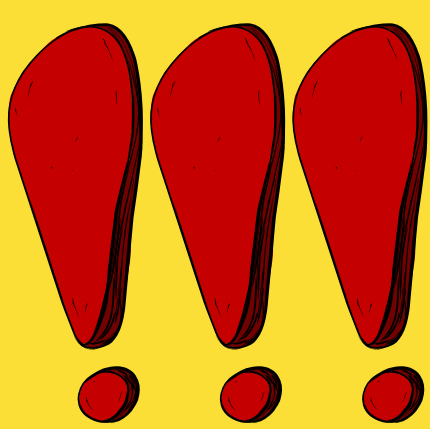
**STATE OF MAINE
CACFP STAFF
CONTACT INFO**

Alissa Mank alissa.m.mank@maine.gov (207) 624-6879

April Taylor april.taylor@maine.gov (207) 215-9034

Maeghan Hass maeghan.hass@maine.gov (207) 620-4377





2024 AGREEMENTS

**MUST be completed and submitted for approval
on or before August 31st, 2023!**

**It is time to complete CACFP agreements for the 2023-2024 agreement year!
To begin your 2024 agreement, go into CNPweb and click on the blue 2024.**

**Please check the list on the next pages to see which of the CACFP team
member will be processing each agreement.**

**Please contact the person who is assigned to process your agreement if
you have questions about completing the agreement and about needed
changes when we begin processing agreements.**

AM= Alissa Mank (207) 624-6879 alissa.m.mank@maine.gov

AT= April Taylor (207) 215-9034 april.taylor@maine.gov

MH= Maeghan Hass (207) 620-4377 maeghan.hass@maine.gov

**This year, we are asking the institutions listed in BOLD type on the next pages to
carefully review everything in their agreement and to update the entire agreement.**

**These are the agreements that we will be reviewing with a “fine tooth comb”, which
means that we will read all of your answers even if you have not changed anything, and
you may be required to make more corrections than you would if your agreement was
not being “fine tooth combed”. Even if your program is not listed in bold type, all
institutions should carefully review their agreements and make changes and updates
as needed.**

2024 AGREEMENT RENEWAL LIST

Institution	Reviewer
Alfond Youth Center	AM
Androscoggin HS & CC	AT
Annette's Daycare, LLC	AM
Aroostook Band of MICMACS	AM
Aroostook County Action Program, Inc.	AM
Auburn Public Schools	AM
Auburn-Lewiston YMCA	AM
Augusta Boys and Girls Club	AM
Bangor YMCA	AM
Bath Area YMCA	AT
Belfast Area Child Care Services	AM
Bethel Kids Care LLC	AM
Biddeford Public Schools	MH
Boys and Girls Clubs of Kennebec Valley	AT
Boys and Girls Clubs of Southern Maine	AM
Catherine Morrill Day Nursery	AM
Catholic Charities Family Daycare	AM
Catholic Charities Maine (Child Care Centers)	AM
Central Lincoln County YMCA	AM
Central Maine Agency on Aging	AM
Children's Center/Early Intervention	AM
Community Care	AM
Community Concepts, Inc.	AT
Deer Isle-Stonington CSD	AM
Donna's Daycare and Preschool	AT
Down East Family YMCA	AM
Downeast Community Partners	AT
Duprey Enterprises, Inc.	AT
Family Focus	AM
Good Samaritan Agency	AT
Good Shepherd Food Bank	AM
Half Pints Daycare Center	AM
Hand in Hand/Mano en Mano	AM
Happy Days Childcare and Learning Center	AM
Horizons Unlimited, Inc.	AM
Horsin' Around Childcare	AM
Houlton Band of Maliseet Indians	AM
Indian Township School Department/Daycare	AT
KereBear Child Care LLC	AM
KuriouCity Childcare & Learning Center	AM

2024 AGREEMENT RENEWAL LIST

KVCAP	AT
KVYMCA	AT
Lever's Daycare Center, Inc.	AT
Lewiston Public Schools	MH
Lil' Bucks n' Does Daycare	AT
Little Ducklings	AT
Maine Youth Alliance/The Game Loft	AT
Midcoast Maine Community Action	AT
Milestones Preschool and Childcare, LLC	AT
MSAD #49 Child Care	AM
Old Town Orono YMCA	AT
Opportunity Alliance	AT
OT to Play	AT
Oxford School Age CC & Preschool Program	AT
Penobscot Nation Children's Center	AT
Penobscot Nation Youth Program	AT
Penquis CAP, Inc.	AT
Pettengill Learning Academy LLC	AT
PJ's Child Care	AT
Pollywogs to Speckled Frogs	AM
Poppy Patch Learning Center	AT
Portland Public Schools	MH
Portsmouth Naval Shipyard	AT
Precious Little Ones	AM
RSU 03/MSAD 03	MH
RSU 10	MH
RSU 13	AM
RSU 24	MH
RSU 53/MSAD 53	MH
RSU 54/MSAD 54	MH
RSU 56	MH
RSU 58/MSAD 58	MH
RSU 83/MSAD 13	MH
RSU 88/MSAD 24	AM
Sanford Public Schools	MH
So. Kennebec Child Dev. Corp.	AM
South Portland Church of the Nazarene	AM
South Portland Public Schools	MH
St. George's Child Care Center, DBA Time of Wonder	AT
Step by Step Child Care	AT
Stepping Stones Early Learning Center	AT

2024 AGREEMENT RENEWAL LIST

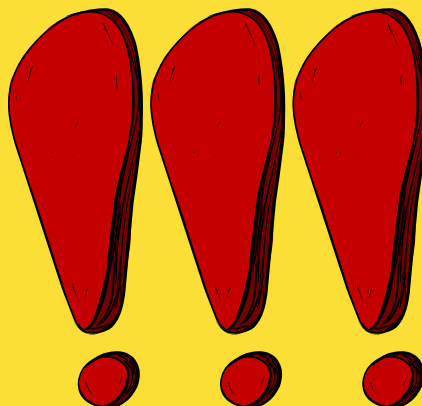
Sunshine Daycare	AT
The Housing Foundation	AT
The Quimby Center	AT
Tiny Tikes Daycare	AT
Tiny Town Childcare	AT
Totally Kidz	AM
University of Maine at Farmington	AT
Waldo Community Action Partners	AT
Westbrook Public Schools	MH
Western Maine Community Action	AM
Wiscasset Town of	AT
York County CAP	AM
Youth and Family Outreach	AT
YWCA Central Maine	AM

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2024 AGREEMENTS MUST BE COMPLETED AND SUBMITTED FOR APPROVAL ON OR BEFORE AUGUST 31, 2023!



UPCOMING CACFP VIRTUAL OPEN OFFICE HOURS

8/29- 9:00AM-10:00AM



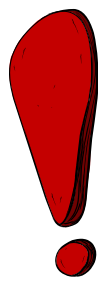
**8/31- 4:30PM-5:30PM
CACFP AGREEMENTS DUE!**



**OPEN OFFICE HOURS ARE NOT LIMITED TO AGREEMENT RENEWAL
QUESTIONS. IF YOU NEED ASSISTANCE, STOP IN!**

CACFP Open Office Hours Link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzAzYTgzOWQtOGJkZS00ZjkyLWlwZDktMDk1OTMwMmlyYzEz%40thread.v2/0?context=%7b%22Tid%22%3a%22413fa8ab-207d-4b62-9bcd-ea1a8f2f864e%22%2c%22Oid%22%3a%22f06e4e4b-449b-4428-9291-1ba3613853f7%22%7d



USDA MEMO



ON AUGUST 23, 2023, USDA'S FOOD AND NUTRITION SERVICE (FNS) PUBLISHED A FINAL RULE, CHILD NUTRITION PROGRAM INTEGRITY.

THE FINAL RULE IMPACTS THE NATIONAL SCHOOL LUNCH PROGRAM (NSLP), SCHOOL BREAKFAST PROGRAM (SBP), SPECIAL MILK PROGRAM (SMP), SUMMER FOOD SERVICE PROGRAM (SFSP), AND THE CHILD AND ADULT CARE FOOD PROGRAM (CACFP).

THE RULE FINALIZES PROVISIONS WHICH STRENGTHEN PROGRAM INTEGRITY WHILE PROVIDING STATE AGENCIES TARGETED FLEXIBILITY TO ADAPT OVERSIGHT TO MEET THEIR UNIQUE PROGRAM CIRCUMSTANCES.

IN ADDITION, THE FINAL RULE CODIFIES INTO REGULATIONS CACFP PROVISIONS WHICH HAVE BEEN COMMON PRACTICE AND PREVIOUSLY IMPLEMENTED THROUGH GUIDANCE MEMOS.

THE USDA MEMO CAN BE FOUND HERE

**[HTTPS://WWW.MAINE.GOV/DOE/SCHOOLS/NUTRITION/LAWS/POLIC
YMEMOS](https://www.maine.gov/doe/schools/nutrition/laws/policies/memos)**

HARVEST OF THE MONTH 2024 RE-PLEDGE!

The Maine Harvest of the Month (HOM) is a campaign that helps to promote the use of seasonally available, local products in schools, institutions, and communities. The program, which highlights a different Maine product each month, aims to provide students with local and healthy produce, while supporting Maine's farmers and producers. Harvest of the Month products must be grown or caught in Maine.

WE ARE ASKING THAT ALL SPONSORS WHO WOULD LIKE TO PARTICIPATE IN THE HARVEST OF THE MONTH PROGRAM TO REPLEDGE THIS YEAR!

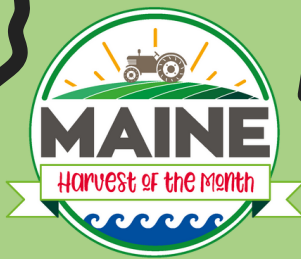
THIS IS TO ENSURE WE HAVE UP TO DATE INFORMATION AND MAILING ADDRESSES ON FILE. THOSE THAT DO NOT REPLEDGE WILL NOT RECEIVE THE MONTHLY TOOLKITS FOR THE UPCOMING YEAR.

WE ALSO WELCOME NEW HOM SITES WHO WOULD LIKE TO PARTICIPATE IN THIS GREAT PROGRAM!

To pledge, please visit:

<https://www.maine.gov/doe/harvestofthemonth/cacfp>

We will be mailing out September, October, and November HOM toolkits in the coming weeks, so please complete the pledge ASAP!





Potatoes
JANUARY



Root vegetables
FEBRUARY



Protein
MARCH



Dairy
APRIL



Wild Blueberries
MAY



Leafy Greens
JUNE



Summer Squash
JULY



Cucumbers
AUGUST



Tomatoes
SEPTEMBER



Apples
OCTOBER



Brassicas
NOVEMBER



Winter Squash
DECEMBER

MAINE

Harvest of the Month

How to enroll in the Child and Adult Care Food Program:

DOE works with a variety of programs across the state to make CACFP work. To enroll in CACFP, contact one of the sponsoring agencies in your community listed below.

Androscoggin

Androscoggin Head Start & Child Care
dba Promise Early Education
207-795-4040 ext. 327

Community Concepts, Inc.
207-739-6579

Family Focus
cacfp@familyfocusme.org
207-406-4573 ext. 115

Western Maine Community Action
207-860-4485
****Uvermore and Leeds Only****

Aroostook

Aroostook County Action Program
207-764-3721 ext. 125

Horizons Unlimited, Inc.
207-764-6659

Cumberland

Family Focus
cacfp@familyfocusme.org
207-406-4573 ext. 115

Franklin

Androscoggin Head Start & Child Care
dba Promise Early Education
207-795-4040 ext. 327
****Jay Only****

Community Concepts, Inc.
207-739-6579

Western Maine Community Action
207-860-4485

Hancock

Downeast Community Partners
207-610-5164

Penquis
207-852-7779

Kennebec

Androscoggin Head Start & Child Care
dba Promise Early Education
207-795-4040 ext. 327
****West Gardiner, Uitchfield, Winthrop, and Monmouth Only****

Penquis
207-852-7779

****Uitchfield, Manchester, Monmouth, Oakland, West Gardiner, and Winthrop Only**

So. Kennebec Child Development Corp. (SKDC)
207-582-3110 ext. 117

Knox

Penquis
207-852-7779

Lincoln

Family Focus
cacfp@familyfocusme.org
207-406-4573 ext. 115

Penquis
207-852-7779

Oxford

Community Concepts, Inc.
207-739-6579

Western Maine Community Action
207-860-4485

Penobscot

Downeast Community Partners
207-610-5164

Penquis
207-852-7779

Piscataquis

Penquis
207-852-7779

Sagadahoc

Androscoggin Head Start & Child Care
dba Promise Early Education
207-795-4040 ext. 327
****Topsham, Bowdoin, and Bath Only****

Family Focus
cacfp@familyfocusme.org
207-406-4573 ext. 115

Somerset

Penquis
207-852-7779

Western Maine Community Action
207-860-4485

Waldo

Downeast Community Partners
207-610-5164

Penquis
207-852-7779

Waldo Community Action Partners
207-338-6809

Washington

Downeast Community Partners
207-610-5164

York

Family Focus
cacfp@familyfocusme.org
207-406-4573 ext. 115

Department of Education, Child Nutrition
90 Blossom Lane,
136 State House Station
Augusta, Maine 04333

Phone: 207-624-6842



**NERO ANNUAL CIVIL RIGHTS TRAINING OPPORTUNITY FOR CACFP/SFSP
SEPTEMBER 11, 2023 2-4PM
REGISTRATION REQUIRED!**



THE FNS CIVIL RIGHTS DIVISION WILL PROVIDE A WEB-BASED TRAINING TITLED “CIVIL RIGHTS 101 - CACFP AND SFSP” ON MONDAY SEPTEMBER 11, 2023, FROM 2PM - 4PM (EDT). THIS WEBINAR WILL LAST APPROXIMATELY 2 HOURS AND MAY INCLUDE A Q&A OPPORTUNITY AT THE CONCLUSION OF THE TRAINING.

PLEASE REGISTER NO LATER THAN 24 HOURS IN ADVANCE TO ENSURE YOU RECEIVE AN ATTENDEE LINK. NERO CANNOT ACCEPT LAST-MINUTE REGISTRATION REQUESTS. PLEASE LOG ON AT LEAST FIVE (5) MINUTES PRIOR TO THE BEGINNING OF THE SESSION AS ACCESS TO THE TRAINING WILL BE RESTRICTED 15 MINUTES INTO THE SESSION.

**MONDAY SEPTEMBER 11, 2023, FROM 2PM - 4PM (EDT)
REGISTER HERE**

IF YOU HAVE ANY QUESTIONS REGARDING THESE WEBINARS, PLEASE CONTACT YOUR REGIONAL CIVIL RIGHTS OFFICER (RCRO): STEPHEN MILIANO AT 617-565-6424: STEPHEN.MILIANO@USDA.GOV, (NERO); OR GAIL HOFFMAN AT 404-562-7033: GAIL.HOFFMAN@USDA.GOV, (SERO):

AUTOMATED CLOSED CAPTIONING WILL BE AVAILABLE DURING THIS MEETING. FNS PARTICIPANTS WHO REQUIRE A DIFFERENT ACCESSIBILITY TOOL TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT FNS.HRD.REASONABLEACCOMMODATIONS@USDA.GOV FOR ASSISTANCE NO LATER THAN 10 DAYS IN ADVANCE OF THIS EVENT. ALL OTHERS PLEASE CONTACT YOUR REGIONAL CIVIL RIGHTS OFFICER FOR ASSISTANCE.

****THIS TRAINING MAY BE USED TOWARDS YOUR CIVIL RIGHTS 'IN-HOUSE TRAINING' REQUIREMENT, AS LONG AS IT IS DOCUMENTED!**
YOU ARE STILL REQUIRED TO DOCUMENT CIVIL RIGHTS TRAINING WITH A DATED SIGN-IN SHEET AND AGENDA (FORM AVAILABLE ON THE CHECKLIST PAGE IN CNPWEB #4)**



PLEASE BE AWARE




THE ANNUAL TRAINING OFFERED BY NCA FOR \$29 DOES NOT QUALIFY AS YOUR “ANNUAL IN-HOUSE TRAINING”. THIS IS BECAUSE THE TRAINING THEY OFFER IS TOO GENERIC, YOUR REQUIRED IN-HOUSE TRAINING MUST BE SPECIFIC TO YOUR PROGRAM.


EXAMPLE: POS MEAL COUNTS

THE NCA WILL TRAIN YOU ON ALL THE VARIOUS WAYS TO TRACK MEAL COUNTS...

YOUR ANNUAL IN-HOUSE TRAINING WILL TRAIN YOUR STAFF ON YOUR ESTABLISHMENTS SPECIFIC MEAL COUNT POLICY AND PROCEDURE I.E. “THE KITCHEN COORDINATOR DELIVERS MEALS TO THE CLASSROOMS; THE TEACHERS PREP THE TABLES FOR FAMILY STYLE DINING AND TAKE MEAL COUNTS AS THE CHILDREN ARE EATING. THE TEACHER TALLIES UP ALL THE MEAL COUNTS AT THE END OF THE DAY/WEEK AND SENDS THE SLIP TO THE KITCHEN COORDINATOR TO DOUBLE CHECK THE COUNTS AND SUBMIT THE CLAIM FOR REIMBURSEMENT.”



**THE ONLY “OFF THE SHELF” TRAININGS YOU CAN USE TO TRAIN YOUR STAFF IS CIVIL RIGHTS. CIVIL RIGHTS TRAINING IS AVAILABLE ON OUR WEBPAGE:
[HTTPS://WWW.MAINE.GOV/DOE/SCHOOLS/NUTRITION/CACFP/RESOURCES](https://www.maine.gov/doe/schools/nutrition/cacfp/resources)
OR THE NERO ANNUAL CIVIL RIGHTS TRAINING IS ON 9/11/2023. REGISTRATION FOR THE NERO TRAINING IS LISTED ON THE PREVIOUS PAGE.**



YOU ARE STILL REQUIRED TO DOCUMENT CIVIL RIGHTS TRAINING WITH A DATED SIGN-IN SHEET AND AGENDA (FORM AVAILABLE ON THE CHECKLIST PAGE IN CNPWEB #4)

WE ALSO OFFER CACFP BASIC TRAINING EVERY OTHER MONTH. THIS TRAINING GOES OVER ALL THE BASIC PROGRAM REQUIREMENTS, MEAL PATTERN, DOCUMENTATION REQUIREMENTS, AND RECORD KEEPING. THIS IS A VIRTUAL TRAINING. THE FOLLOWING PAGE HAS MORE DETAILS AND THE LINK TO REGISTER FOR SEPTEMBER'S BASIC TRAINING

UPCOMING TRAININGS & EVENTS

Virtual CACFP Basic Training

September 14th, 2023, 9:00AM-1:00PM

Free training for new staff or a refresher for our experienced sponsors.

Registration required.

[https://forms.microsoft.com/pages/responsepage.aspx?](https://forms.microsoft.com/pages/responsepage.aspx?id=q6g_QX0gYkubzeoajy-GTqBhwPiodSpOk1LiS7f6mYdURjFCR0UzVFE1QkhTSEUwT0FXQjJKV)

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[VBMry4u](https://forms.microsoft.com/pages/responsepage.aspx?id=q6g_QX0gYkubzeoajy-GTqBhwPiodSpOk1LiS7f6mYdURjFCR0UzVFE1QkhTSEUwT0FXQjJKV)



Join us in the Culinary Classroom for a hands on training!!

The Humane Society will be in the Child Nutrition Culinary Classroom to teach us about plant based meals for kids!

Vegetarian and Vegan options are being requested more and more. This is an opportunity to learn more about what you can do in your own kitchens!

*Space is limited to 15 attendees,
1 person per sponsor, please.*

*September 19th, 2023
9:00am-1:00pm
Child Nutrition Classroom
Deering Building
90 Blossom Lane, Augusta*

Follow this [link](#) to register.

UPCOMING TRAININGS & EVENTS

Two Day ServSafe Manager's Class/Exam

October 6th & 7th, 2023 - Oct 6th 9am-3pm Lunch is provided, Oct 7th 8am- Exam begins at ~11am. Books are ordered once registration has closed.

Registration deadline is September 20, 2023.

https://events.egov.com/eventreg/ME/registrant.htm?action=new&_event=cnservsafeclassexamsanford106723

Virtual CACFP Basic Training

November 9th, 2023, 9:00AM-1:00PM

Free training for new staff or a refresher for our experienced sponsors.

Registration required.

Link coming soon!

