



## COLORADO

Department of Public  
Health & Environment

*Dedicated to protecting and improving the health and environment of the people of Colorado*

### \*\*\* CDPHE-CACFP PROCEDURE MEMO CENTERS #15-03 \*\*\*

DATE: January 22, 2015  
MEMO CODE: CENTERS #15-03  
SUBJECT: Sponsors of Unaffiliated Centers Transfer Policy  
TO: Sponsors of unaffiliated centers

The Colorado Department of Public Health and Environment-Child and Adult Care Food Program (CDPHE-CACFP) requires sites that participate in the CACFP under an unaffiliated sponsoring organization to participate with the current sponsor for a minimum of 12 months prior to transferring to another sponsor. This provision affects sites of any program type. The United States Department of Agriculture, Food and Nutrition Service (USDA-FNS) approved Colorado's implementation of this State specific policy on April 23, 2014.

The CDPHE-CACFP requests sponsors to notify the CDPHE-CACFP in a timely manner when a site discontinues participation. Sponsors of unaffiliated sites should confirm sites' compliance with this requirement before adding new sites to the sponsorship. The CDPHE-CACFP will also confirm compliance before granting approval for a new site's participation.

