



# Bits and Bites

The Child and Adult Care Food Program Newsletter for  
Colorado's Child Care Centers

Volume 25, Issue 2  
Summer, 2013

## Annual Recertification Begins Soon for all CACFP Institutions

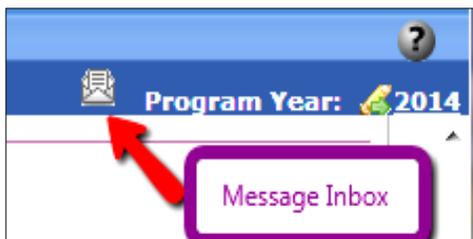
By Tanya O'Connor, MS

All Institutions participating in the CACFP must update key information to continue to claim reimbursement for Federal Fiscal Year 2014, (October 1, 2013 through September 30, 2014). This year CDPHE-CACFP is excited to announce that the CACFP online system was modified with new features to make it easier to complete the steps. Pre-planning steps take place beginning in July.

The information required by the Institution and sites will be included in the online Colyar system, reducing the amount of paper necessary to complete the process. One of the newer features is that the new Program Year 2014 Institution and site applications will show a number of questions shaded in yellow that must be answered. Other features added to the online application are several how-to videos. Just click on the question mark button in the packet for easy to follow step by step instructions, (see below).

In addition, online educational materials are in-bedded in the application for key staff to complete annual program and Civil Rights training.

Remember to read important messages in Colyar by clicking on the envelope icon, in the top right corner of the home page. You will find information about documents that are expiring and need to be updated for your Institution and sites.



**July: Plan ahead and update Program Year 2013 information.**

Mid-July, each Institution will receive a brightly colored envelope in the mail with recertification instructions.

Open the online application packet and look for changes that need to be made. Have you taken both the annual CACFP

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Messages can be sent to your institution any time during the year, so be sure to check your inbox often.  
*(see photo to the left)*

**11. Racial/Ethnic Data**  
**Population Data:**

For the geographic area served by the Institution, provide the ethnic and racial makeup of the population. Provide percentages in both sections (Ethnicity and Race). Use whole numbers only. Contact the local school district, chamber of commerce, public library or visit <http://www.census.gov> to obtain the data.

**Ethnicity**

Hispanic or Latino  Not Hispanic or Latino

**Race**

American Indian or Alaskan Native  Asian  Black or African American  Native Hawaiian or other Pacific Islander  White

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staff training and annual Civil Rights training this past year? Click [here](#) to download the sample Annual CACFP training form found under the tab "Training Documentation." For information on civil rights click the links in question #13 in the Institution application to download the Self-Study Training, Supplemental Directors Civil Rights Guide and Applying Your Civil Rights Knowledge for you and your staff.

Look at question #14 in the Institution application to note any responsible principals or responsible individuals that have changed. If so, modify information online and download a new Certificate & Statement of Authority (CSA) from question #14. Print, sign and mail to: CACFP, 4300 Cherry Creek Dr., S. Denver, CO 80246

### July, August and September: Expiring Documents

**NOTE:** Update Program Year 2013 with all expired documents **PRIOR** to opening your Institution application packet for the 2014 Program Year.

Open the 2013 Program year in the Colyar system to identify any sites with documents that will expire prior to October 1, 2013. These documents include: child care license(s), food service management contract(s), and County CCAP fiscal agreement(s).

Update the expiration date(s) in the 2013 site application. If you are able to obtain the new documents prior to August 1<sup>st</sup>, it will make the 2014 recertification much simpler. If not, continue to work on the Program Year 2013 prior to opening the Program Year 2014 application or you will have to enter the information in both years. Fax the new documents to Tammy Abad at 303-756-9926 or email at: [Tamera.Abad@state.co.us](mailto:Tamera.Abad@state.co.us).

### August 1, 2013: Recertification Begins

Follow the instructions that you receive in the colored envelopes. Call our office if you have questions at 303-692-2330.

## Cooking Matters for Child Care Professionals

By Brigitte Boyd, RD

The Colorado Department of Public Health and Environment - Child and Adult Care Food Program (CDPHE-CACFP) has partnered with Share Our Strength's Cooking Matters® on the Healthier Meals Initiative to train CACFP Institutions to increase whole grains served on the menu to at least once per day, serve 1% or fat-free milk to children 2 years and older per policy, limit processed meats to once a week, and reduce 100% fruit juice to twice per week.

The primary goal of CDPHE-CACFP is to provide children in the child care center setting quality nutritious foods. Another nutrition related goal is to collaborate with other organizations to offer resources and tools to CACFP Institutions. Share Our Strength's Cooking Matters® launched the newest of its six curricula, Cooking Matters for Child Care Professionals, a training program designed to empower child care providers to serve healthy meals within a positive food environment for children in their care. Each of its five modules offer child care providers hands-on practice in the kitchen, interactive discussions on ways to make healthy choices, and promote positive attitudes and strategies about food in child care settings.

Institutions that qualify to receive this free Cooking Matters for Child Care Professional training are those that prepare meals or snacks on site; serve fewer than 100 children; and more than 50% of the school area qualify for free and reduced lunch.

Contact Renée Petrillo, RD, CC Cooking Matters for Childcare Professionals/Shopping Matters Coordinator at: [rpetrillo@strength.org](mailto:rpetrillo@strength.org) or at 303-801-0319

To learn more about Share Our Strength's Cooking Matters®, please visit their website: [www.cookingmatters.org/colorado](http://www.cookingmatters.org/colorado)





## Serving Snacks and Suppers to the At-Risk Afterschool Population

Ynke de Koe, MS, RD

The at-risk afterschool meals component of the Child and Adult Care Food Program (CACFP) offers Federal reimbursement to afterschool programs that serve a meal and/or snack to children in low-income areas up to the age of 18 years.

Reimbursement for at-risk afterschool snacks has been available since the 1990's, however, in 2010 The Healthy, Hunger Free Kids Act expanded the availability for at-risk afterschool meals to all States.

Institutions that are already participating in the at-risk afterschool program are eligible to claim a snack and a supper per participant during the school year. During holidays, weekends, and school vacations participating Institutions can claim any combination of one meal and/or one snack. For example, lunch and an afternoon snack. However, reimbursement for snacks and meals for the at-risk component can only be claimed during the school calendar year and not during the summer months, unless the qualifying school operates year round.

Institutions that are not participating in the at-risk afterschool program may be eligible if the afterschool program provides:

1. Care for children after school, on weekends, holidays, or school vacations during the regular school year.
2. Educational or enrichment activities in an organized, structured, and supervised environment such as arts and crafts, homework assistance, organized fitness activities.
3. The Institution is located in an eligible area; which means, the afterschool site is located in an area where at least 50% of the students in the areas public school are eligible for free or reduced meals under the National School Lunch Program (NSLP).

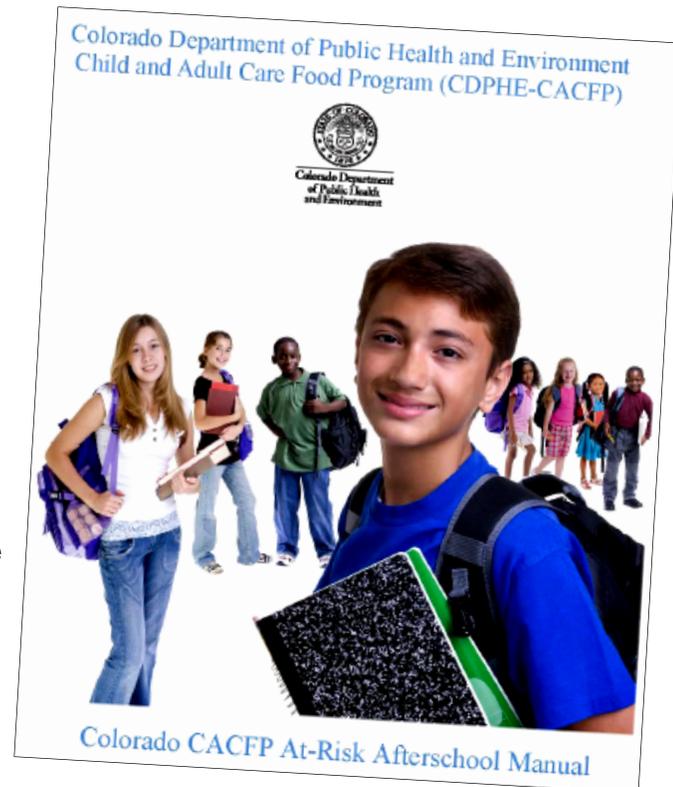
### What are the benefits?

Benefits to adding an at-risk afterschool meals program to your Institution is that all meals and snacks under the at-risk meal program are reimbursed at the "free" rate and Institutions do not need to collect Income Eligibility Forms for this population for the school calendar year. In addition, participants up to the age of 18 years old at the start of the school year are eligible to be claimed for reimbursement

### Want to learn more about the at-risk afterschool program?

Here are a couple possibilities:

1. The Colorado At-Risk Afterschool Manual can be found at the following link: [At-Risk Afterschool Manual](#).



2. On August 8, 2013, the CDPHE-CACFP staff will offer a half day training to existing Institutions on CACFP. The purpose of this training is to help Institutions that are currently running an at-risk afterschool program as well as Institutions that are interested in adding an at-risk afterschool component. The training will address the eligibility and participant requirements and cover topics such as meal patterns and meal planning requirements, record of meals, attendance, reimbursement rates, and sponsor of centers requirements. Contact Ynke de Koe at 303-692-6278 for further information, or to register for the at-risk afterschool program go on-line: <http://co.cnpexpress.com>.



### 2013 New Center Training Dates

To register on-line for the class you must have access to the CACFP application website: <http://co.cnpexpress.com>  
New Institutions must bring two weeks of menus to class.

Denver Trainings, 4300 Cherry Creek Drive South:

- Wednesday, July 10, 2013**
- Thursday, September 12, 2013**
- Wednesday, November 13, 2013**
- Thursday, December 12, 2013**

Grand Junction Training: 510 29 1/2 Rd:

**Wednesday, August 14, 2013**  
Mesa County Health Department, Comm. Services Bldg.

Colorado Springs Training: 2330 Robinson St  
**Wednesday, October 9th, 2013**  
Community Partnership for Child Development

### 2013-2014 Household Guidelines are here!

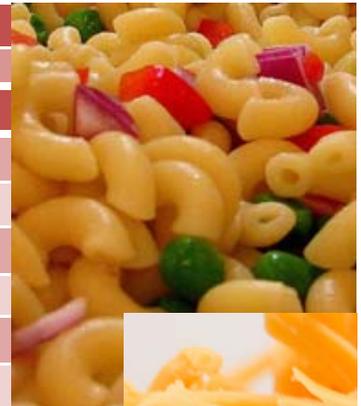
Beginning July 1, 2013, please discard any blank 2012-2013 forms and replace with the 2013-2014 forms. The Household Income Eligibility Guidelines are effective July 1, 2013 through June 30, 2014. The Institution must distribute the Parent/Guardian IEF Letter with the Income Eligibility Form (IEF) to families of all enrolled children. For any new enrollees or participants with expired IEFs, please use the 2013-2014 form from this date forward.

These and all other CACFP forms can be found on the CACFP website: <http://www.colorado.gov/cs/Satellite/CDPHE-PSD/CBON/1251618341001> under the Materials and Forms tab.

### Whole Grain Rainbow Bake

Serving Size: ¾ cup

Ingredients	25 servings	50 servings
Frozen Mixed Vegetables	6 ¼ cups	12 ½ cups
Cheddar Cheese, shredded	2 ¼ cups	4 ½ cups
Elbow macaroni, whole grain	5 ¼ cups	10 ½ cups
Onion, chopped	2 ¼ cups	4 ½ cups
Kidney beans, rinsed and drained	5 ¼ cups	10 ½ cups
Black Pepper	To taste	To taste



- Recipe from *Nemours, Delaware*: <http://www.nemours.org/content/dam/nemours/www/filebox/service/preventive/nhps/publication/nhpsmenuplanning.pdf>

#### Directions:

- Cook pasta according to directions.
- Preheat oven to 350°F.
- In a large mixing bowl, combine drained mixed vegetables, shredded cheese, cooked pasta, onion, beans, and black pepper.
- Divide mixture between 9"x 13" casserole dishes.
- Bake for 30 to 35 minutes.

#### CACFP Crediting

Serving size ¾ Cup: Each serving meets the bread/bread alternate requirement, ¼ cup of the fruit/vegetable requirement, and meat/meat alternate requirement at lunch/supper for 3-5 year old children.

