



New Sponsor/New Director

Designed for day care centers new to the Child and Adult Care Food Program (CACFP), new directors of day care centers participating in CACFP, and new staff members at centers who are responsible for CACFP record keeping.

Topics covered:

- CACFP Meal Pattern Basics and Mealtime
- Income Eligibility Forms and the Claim for Reimbursement
- Record Keeping Requirements
- Use of CACFP Funds

Food Production Records

Designed for day care center staff responsible for completing the food production record.

Topics covered:

- How to complete the CACFP Food Production Records
- How to use the USDA Food Buying Guide
- How to calculate the amount of food needed to meet requirements

Steps to Excellence

Designed for all centers that wish to improve their menus, begin family style meal service and create a nutrition policy.

Topics covered:

- How to decrease the amount of processed foods on the menu
- How to identify benefits to family style meal service and how to implement this at your center
- How to identify staff behaviors that promote healthy mealtime modeling
- How to develop an action plan to facilitate change

Feeding Infants in CACFP

Designed for all centers serving infants.

Topics covered:

- How to meet the requirements for providing and claiming infant meals
- How to meet the best practices with infant feeding
- How to safely handle breast milk, formula and infant foods
- How to support breastfeeding families and become designated breastfeeding friendly

Purchasing Meals and Snacks From a Food Service Vendor

Designed for centers that contract with foodservice vendors for their meal service.

Topics covered:

- How to ensure that food service contracts are procured and maintained in accordance with USDA and NYS procurement requirements
- How to ensure that quality meals and snacks meet the CACFP Meal Pattern requirements

CACFP Meal Pattern

This training has been designed for CACFP participating Centers and Day Care Home Sponsors

Topics covered:

- The CACFP Meal Pattern Requirements
- Creditable Foods in CACFP
- CACFP Best Practices



CACFP Training Schedule for the Syracuse and Southern Tier Area

Training	Dates	Time	Location
New Sponsor New Director	April 18, 2018	10:00am - 2:00pm	Syracuse, NY
Food Production Records	April 17, 2018	1:30pm - 4:30pm	Syracuse, NY
Steps to Excellence	August 7, 2018	10:00am - 1:00pm	Syracuse, NY
Feeding Infants	May 24, 2018	10:00am - 1:00pm	Syracuse, NY
CACFP Meal Pattern	April 17, 2018	9:00am - 12:30pm	Syracuse, NY

If you would like to receive invitations to our trainings, please click the link below and fill out a quick survey describing your training needs.

[**Click Here to Submit Your Training Request**](#)

Questions? Please email CACFPadmin@health.ny.gov

****Scheduled training topics and dates may be subject to change.**