What are the record keeping requirements?
You will keep daily records of attendance, the number of meals served, menus and the quantity of food prepared, along with receipts for food purchases. Generally, you will maintain income eligibility applications.

When should I apply?
When you have approval to operate the day care program and you are beginning to enroll participants. Applications are accepted at any time.

How do I apply?
Go to https://pns.health.ny.gov/ or contact CACFP at 1-800-942-3858 to request an application. A staff member will obtain information to make certain that your program is eligible. A customized application will be mailed to you for completion.

Good Nutrition Pays

CACFP
Child and Adult Care Food Program
New York State Department of Health

150 Broadway, Room 650
Albany, NY 12204
1-800-942-3858 (in New York only)
(518) 402-7400
Fax (518) 402-7252
cacfp@health.ny.gov
health.ny.gov/CACFP

This institution is an equal opportunity provider.

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youtube.com/NYSDOH

Your center may be eligible for payment for the meals and snacks you provide.

CACFP
Child and Adult Care Food Program
New York State Department of Health
What types of programs are eligible?

• Licensed child care centers serving children age 12 and under or migrant children age 15 and younger.

• After school programs serving children up to age 13. Programs must be licensed/registered or have been determined to be exempt from licensing/registration.

• After school programs for teens over the age of 12 are eligible if they are located in a low-income area.

• Adult day care programs serving functionally impaired participants or adults age 60 and older. Adult day care programs must have approval to operate from a state or local agency.

• Emergency shelters that serve children up to age 19 living with a parent or guardian. Shelters must have approval to operate from a state or local agency.

What are the benefits of CACFP?

Reimbursement is paid monthly for meals and/or snacks served to day care participants. Registered dietitians, accountants and other CACFP staff will assist you to plan healthy meals and meet program requirements.

How much reimbursement will I receive?

The amount of reimbursement is determined by the type of meal served. Also, centers that serve low-income households receive higher reimbursement.

What are the meal requirements?

• **Breakfast** consists of milk, a vegetable or fruit, and a grain or bread. You may serve a meat or meat alternate in place of the grain or bread up to three times per week.

• **Lunch** and **Supper** require milk, bread or grain, meat or meat alternate, two vegetables, or a vegetable and a fruit.

• **A Snack** consists of two of the following: milk, meat or meat alternate, bread or grain, a vegetable, or a fruit.