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?

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.

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

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Good Nutrition Pays

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

Child and Adult Care Food Program

Do you have a child care center, afterschool program, emergency shelter or adult day care program? Want help serving healthy meals?

The New York State Department of Health's Child and Adult Care Food Program (CACFP) pays for meals and snacks served to children up to age 13 (for some programs up to age 19) and adults enrolled in care. Most programs are eligible – from small child care centers to large community service organizations.

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, vegetable or fruit, and bread or grain.
- **Lunch** and **Supper** require milk, bread or grain, meat or meat alternate, and two servings of different vegetables or fruits.
- **Snack** consists of at least two of the following: milk, meat or meat alternate, bread or grain, or vegetable or fruit.

What types of programs are eligible?

- Licensed child care centers serving children age 12 and under or migrant children age 15 and younger.
- Afterschool programs serving children up to age 13. Programs must be licensed/ registered or have been determined to be exempt from licensing/registration.
- Afterschool 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.

Eligible organizations are ones that have been granted tax-exempt status (usually 501(c)(3)) from the Internal Revenue Service, public schools and other government entities.

For-profit organizations are eligible if at least 25% of the participants are low-income.