

NUTRITION NEWS

Helpful Hints & Tips | CACFP Edition XXIX

• CACFP Updated Policy Guidance and Memoranda •



updated

Nutrition Services has released new policy guidance and memoranda for the CACFP. For more information, see below:

- **DECAL Policy No. CACFP 17-39**: The policy was revised from its previous versions. Revisions include further guidance in the following sections:
 - a) Common Financial Recordkeeping Requirements (page 2)
 - b) Financial Management and the CACFP/SFSP Budget (page 5)
 - c) Separations of Costs Records per Program for Multi-Program Organizations (pages 5 & 6)
 - d) Use of a Separate Program Account vs. a Commingle Account (page 6)

The guidance serves as an addendum to the current CACFP and SFSP recordkeeping policies and addresses common problematic areas of program financial recordkeeping among CACFP organizations. Included in this guidance is a Financial Recordkeeping Checklist.

All CACFP policies and policy memoranda are available on DECAL's website [here](#) and [here](#).

• New Web-Based Interactive Food Buying Guide Now Available! •

The Nutrition, Education, Training, and Technical Assistance (NETTA) Division of the Food and Nutrition Services Child Nutrition Program Unit has released the first phase of the new web-based, interactive **Food Buying Guide (FBG)**. The features associated with this resource include search and navigation features, comparison features for yield information, and the ability for users to create and save favorite food lists. The tool also incorporates an exciting new feature: the Interactive Product Formulation Statement Workbook. This feature allows manufacturers to easily search and populate selected food items, calculate their product's contribution statement, and generate a document that provides crediting information for CN Program Operators.

• Upcoming At-Risk Afterschool Training •

As we approach the beginning of the new school year, afterschool programs will be back in full swing. If you operate an afterschool program, consider participating in the **At-Risk Afterschool component** of the CACFP. The At-Risk Afterschool Program provides funding to afterschool programs that serve a meal and/or snacks to children and teens in low-income areas.

Below are upcoming training dates and locations for the At-Risk Afterschool Program:

- July 31, 2017 – Georgia State University, Atlanta, GA
- September 26, 2017 – Merle Manders Conference Center, Stockbridge, GA

To register for training, contact Nutrition Services at (404) 657-1779.

• Make-Up Sessions for Mandatory CACFP Meal Patterns Training •



Nutrition Services will be offering the Updated CACFP Meal Patterns Training for sponsoring organizations and institutions that have NOT attended any previous sessions. Sessions will be held in Atlanta on:

- Friday, August 18, 2017
 - 9:00 a.m.-12:00 p.m. (8:30 a.m. registration)
 - 1:00 p.m.-4:00 p.m. (12:30 p.m. registration)
- Thursday, August 24, 2017
 - 9:00 a.m.-12:00 p.m. (8:30 a.m. registration)
 - 1:00 p.m.-4:00 p.m. (12:30 p.m. registration)
- Friday, September 22, 2017
 - 9:00 a.m.-12:00 p.m. (8:30 a.m. registration)
 - 1:00 p.m.-4:00 p.m. (12:30 p.m. registration)

Training location and other logistical details will be enclosed in your registration confirmation.

GA ATLAS Self-Registration Instructions:

1. Check the account profile within “My Training.”
2. The training contact information should include the Primary Contact’s first and last name, phone number, and email address. (Otherwise the training will not be linked correctly and will cause issues with the training roster.)
3. The Updated Meal Patterns Training will be listed under “CACFP – Homes, Other.”

Note: Due to limited space and need, **only one person** from each institution will be allowed to attend. The Primary Contact (PC) is not required to attend; a staff member responsible for meal planning or preparation can represent the organization and take back information to share. If anyone other than the Primary Contact is registering for this training, contact Leslie Truman at (404) 657-1779, as GA ATLAS will only register the PC.

• How to Complete the Application in GA ATLAS •

The How to Complete the Application in GA ATLAS Training is a compilation of presentations to give institutions/sponsors detailed, step-by-step instructions on how to complete each section of the CACFP/SFSP application in the new GA ATLAS system so that it is accurate and ready for approval. The presentations are available on our website [here](#).

On the “Videos” Tab, there are various sections including “How to Complete the Application Packet in GA ATLAS” and “How to Complete the Budget Questions and Assertions and Budget Detail in GA ATLAS.” The “Documents” Tab contains additional resources you may find helpful when accessing the GA ATLAS system including the “Application User Manual” and “Completing the Application in GA ATLAS - Helpful Hints.”

We hope you will take advantage of these valuable resources as you update and complete your FY 2018 application in GA ATLAS.