Child & Adult Care Food Program

January 17, 2023

Racial and Ethnic Data Collection Memorandum, Forms and Guidance

On May 17, 2021, USDA Food and Nutrition Service (FNS) issued the Policy Memorandum, **Collection of Race and Ethnicity Data by Visual Observation and Identification in the Child and Adult Care Food Program and Summer Food Service Program – Policy Rescission.**

This policy advised that visual observation and identification by CACFP institutions and facilities and SFSP sponsors is no longer an allowable practice for CACFP and SFSP program operators to use during the collection of race or ethnicity data. **The requirement to end the practice of visual identification was effective May 17, 2021.**

FNS Policy Memorandum, **Questions and Answers Related to Collection of Race and Ethnicity Data by Visual Observation and Identification in the Child and Adult Care Food Program and Summer Food Service Program – Policy Rescission**, issued on June 13, 2022, advised that State agencies and Program operators should use methods that are based on self-identification and self-reporting; and further advised that a best practice for this would be obtaining the information from parents or guardians or adult participants.

FNS provided a grace period for CACFP and SFSP program operators and state agencies to develop other data collection methods. This grace period began May 17, 2021 and ended on **December 31, 2022**.

By **January 1, 2023**, program operators must have alternative means to capture the data or they may be issued a finding of non-compliance on their next review.
Nutrition Services has issued the following guidance to aid Program operators in the development of alternate means to capture this data. The information below is applicable to both CACFP institutions and SFSP sponsors:

- A new DECAL Memorandum, **Collection of Race and Ethnicity Data in the Child and Adult Care Food Program and Summer Food Service Program**, provides guidance to CACFP institutions and SFSP sponsors on allowable methods to collect race and ethnicity data, required documentation, and best practices.
- **The CACFP/SFSP Racial and Ethnic Data Individual Collection Form for Families** has been developed to assist CACFP and SFSP programs in the gathering of race and ethnicity data from parents and/or guardians.
- **The Combined Racial/Ethnic Data Collection Form for Institutions and Sponsors** is a new DECAL required form that CACFP institutions/facilities and SFSP

sponsors must use to document the collected racial and ethnic information received.
- **The Income Eligibility Statement's** Part V regarding Ethnic and Racial Identities that may be completed by parents and/or guardians has been revised so as CACFP institutions and facilities may use the Income Eligibility Statement as a form of race and ethnic data collection.

Program operators are encouraged to attend the **January 23, 2023,** Memo Monday Webinar on the new DECAL memo, Collection of Race and Ethnicity Data in the Child and Adult Care Food Program and Summer Food Service Program. Institutions may register for the Memo Monday Webinar by clicking **here**.

Nutrition Services encourages all CACFP institutions and facilities to begin the actual process of collecting racial and ethnic participant information as soon as possible.

For questions regarding the new memorandum on race and ethnicity data collection, please contact Robyn Parham, Policy Administrator, at **Robyn.Parham@decal.ga.gov**.

Reminder to Review Online CACFP Applications

CACFP Institutions/Sponsors are required to review their online application monthly in GA ATLAS and ensure that any updates are made within 30 days. **Click here** to access CACFP application update procedures.

Independent Centers who have questions or concerns regarding updates, please contact your assigned Application Specialist:

Application Specialists	Institution Assignment	Email	Phone Number
Paula Lawrence	0 (zero)-G	Paula.Lawrence@decal.ga.gov	(404) 463-2111
Shericka Blount	H-P	Shericka. Blount@decal.ga.gov	(404) 656-6411
Kenya Taylor	Q-Z	Kenya.Taylor@decal.ga.gov	(404) 463-4040

Sponsors who have questions or concerns regarding updates, please contact your assigned Business Operations Representative:

Application Specialists	Institution Assignment	Email	Phone Number
Jerald Savage	0 (zero)-C, H-P	Jerald.Savage@decal.ga.gov	(770) 405-7916
Edith Pierre	D-G, Q-Z	Edith.Pierre@decal.ga.gov	(404) 463-8314

Start 2023 with Planning and Procurement

Eight Steps to secure a new bid

Bring in the New Year with procurement success by reviewing your current CACFP FY 2023 food purchases and contracts or agreements. Planning will allow time to determine if formal procurement or a new vendor is required before current contracts or agreements expire. Remember, securing a new bid is a multi-step process. Take a look at these eight steps:

- Preparation of Invitation for Bids
- Submission of Invitation for Bids to State Agency
- Publicizing of Invitation for Bids and publicly announcing all IFBs at least 14 days

before bid openings.
- Notifying the State Agency of the time and place at least 14 days before the bid opening
- Publicly opening all bids
- Submitting to the State Agency copies of all contracts, a certificate of independent price determination, and copies of all bids received
- Evaluation of bids
- Contract award

Note: When using formal procurement, the estimated time for processing and securing a new bid is three months. Allow enough time to execute a contract for CACFP.

For questions regarding procurement, please contact Tempest Harris, Procurement Compliance Specialist at **tempest.harris@ga.gov**.

Available CACFP Statewide Waivers

The emergency authority that allowed USDA to offer nationwide waivers in response to COVID-19 expired on June 30, 2022. Congress did not extend USDA's nationwide waiver authority. This means USDA can no longer offer the full range of nationwide waivers that have been available. However, USDA can provide limited operational and administrative flexibility through statewide waivers.

DECAL applied and was approved to use certain waiver flexibilities. Below you will find information regarding available CACFP waivers authorized by USDA, in addition to information on waivers that have expired or will be expiring very soon. A copy of the waiver approval can be found **here**:

A presentation summarizing the waivers and requirements update was created by the Nutrition team. If you would like to review the slides, you can access the deck **here**. The recorded version of the presentation can be found on DECAL's website under Training and Technical Assistance - Recorded Training Webinars/Videos located **here.**

CACFP Statewide Waivers Available for Request effective July 1, 2022

Waiver	Effective Dates	Request Usage via
Non-Congregate Meal Services	July 1, 2022 - June 30, 2023	USDA Waiver Module
Parent/Guardian Meal Pickup	July 1, 2022 - June 30, 2023	USDA Waiver Module
Meal Service Times	July 1, 2022 - June 30, 2023	USDA Waiver Module

Non-Congregate Meal Service, Parent/Guardian Meal Pickup, and Meal Service Times Waiver Requirements

The Non-Congregate Meal Service, Parent/Guardian Meal Pickup, and Meal Service Times waivers may only be implemented when CACFP meal services are limited by the COVID-19 pandemic. Therefore, the following criteria is required for these three waivers to be approved and used by CACFP institutions and sponsors. Waiver requests must be based on at least 1 of the following criteria:

Criteria 1:

The center/facility must be located in a county that is designated as High, Substantial, or Moderate regarding COVID-19 community transmissions as determined by the Center for Disease Control (CDC) and/or Georgia Department of Public Health (DPH) websites:

- CDC, **here** - Under the "Data Type" pull down menu (located mid-page), the user would select "Community Transmission" to access a county's designation; and/or
- DPH, **here** - The user would select the most recent County Indicator Report and click "Community Transmission" in the top right corner of the page to access a county's

designation.

Criteria 2:

Institutions and sponsors can provide official documentation affirming a meal service has been impacted as a result of COVID-19 transmission. The documentation must be issued by (1) a public state, local, or county official; (2) a school superintendent or principal; or (3) a Center Director reporting a documented case of COVID-19 within the child and/or adult care facility. Documentation to support the documented case of COVID-19 could be a letter or email that was sent to parents or staff advising of the documented case.

The Non-Congregate Meal Service, Parent/Guardian Meal Pickup, and Meal Service Times waivers will be effective for **30 days** upon approval, with the option to re-apply for an additional 30 days, if the criteria are met using the most current data from the CDC, GA DPH, or with new documentation affirming that meal services have been impacted.

*Documentation to support the criteria chosen must be uploaded with the waiver request in GA Atlas. Additionally, waiver requests will be reviewed/approved only once a center/facility has been approved to operate the CACFP.

Requesting a Waiver via the USDA Waiver Module

The **Non-Congregate Meal Service, Parent/Guardian Meal Pickup, and Meal Service Times waivers must be requested through the USDA Waiver Module.** For information on requesting a waiver, please access the following resources:

- **USDA Waiver User Guide** – Provides step by step instructions on how to submit a waiver request in GA Atlas (applies to both CACFP and SFSP).
- **Important Reminders when using USDA Approved Waivers** - Discusses key recordkeeping requirements.
- **USDA Waiver Addendum** – Required when using the Parent Pick-up waiver or when home delivery under the Non-Congregate waiver.

USDA Nationwide Waivers Extended

Two USDA Nationwide Waivers for CACFP have been extended as a result of the COVID-19 Public Health Emergency being renewed another 90 days by the US Department of Health and Human Services. This renewal was issued October 13, 2022. Below are the two waivers that have been impacted by the renewal:

Waiver	Expires
Onsite Monitoring Requirements	February 10, 2023 (30 days after the end of the public health emergency)
Reimbursement for Meals & Snacks served to Young Adults in the CACFP	January 11, 2023

Area Eligibility – Update

On May 13, 2022, USDA issued the memorandum ***Area Eligibility for Summer 2022 and School Year 2022-2023***. This memorandum provided guidance on the transition from COVID-19 Nationwide waivers related to the establishment of area eligibility in Child Nutrition Programs for summer 2022 and SY 2022-2023.

In SY 2021-2022 many schools participated in the Nationwide waiver to operate the Seamless Summer Option (SSO) during SY 2021-2022 and did not have to complete free and reduced eligibility information. This has resulted in an absence of complete SY 2021-2022 free and reduced-price school data. As school data and census data are the primary sources used to determine area eligibility in both CACFP and Happy Helpings, the USDA has advised that Program operators may use one of the following two options with regards to school data:

- Use school data from SY 2019-2020 to determine area eligibility. SY 2019-2020 school data is now available on Nutrition Services' website (**Happy Helpings**, **CACFP**).
- SFAs may use Community Eligibility Provision Data (CEP). Once area eligibility data is established, all NSLP afterschool snack programs, SSO, CACFP at-risk afterschool and family day care homes, and SFSP operators may establish sites based on the determination.

Note: These options are not available for sites located in the attendance area of schools that operated NSLP in SY 2021-2022.

For general questions on requesting a USDA approved waiver, please contact **Tammie.Baldwin@decal.ga.gov**.

For specific policy questions pertaining to waivers, please contact **Robyn.Parham@decal.ga.gov**.

Training Dates

February 14, 2023
Infants & Toddlers Feeding Techniques and Mealtime Tips
Are you making memorable moments during mealtime for young eaters? Join this webinar to learn:

- fundamental feeding techniques for infants,
- mealtime tips, and
- engagement opportunities for toddlers during meal time.
- ***Participants can earn two [2] state-approved hours for attending this training in its entirety.***

February 20, 2023
Memo Monday!
Regulations are constantly changing and interpreting all the policies and memorandums can be a challenge. Therefore, Nutrition Services will discuss the following policy memos during our February *Memo Monday*.

- ***Monitoring Requirements*, August 10, 2022**
- ***Conducting Five-Day Reconciliation in the CACFP with Questions and Answers*, October 17, 2022**
- ***Household Contacts Requirements*, October 25, 2022**

February 28, 2023
Tuesday Tip! Choose Breakfast Cereals that are Lower in Added Sugar
Do you need a 30-minute meal pattern refresher on breakfast cereals? Join this webinar to learn CACFP requirements for serving breakfast cereals that contain less than six [6] grams of sugar per dry ounce.

- ***Participants can earn one half [0.5] state-approved hour for attending this training in its entirety.***

Training Resources

In Case You Missed It: Webinar Recordings Now Available!
If you missed a*webinar*, please visit the **Training and Technical Assistance** webpage for previously recorded webinars. This month's training highlight is the **November Memo Monday** webinar. It discussed fluid milk, fluid milk substitutes, reclaiming meals due to a milk shortage, offer versus serve, family-style dining, and best practices to improve nutrition.

Team Nutrition Web Quizzes ***New Quiz Added!*** - USDA's Team Nutrition has developed interactive ten-question web quizzes as a fun way to introduce a variety of nutrition topics. The quizzes can be used during staff training and other nutrition events. Upon

completion of each quiz, quiz takers receive a score along with a link to resources that can help expand their knowledge on the topic and build their nutrition skills. Quiz takers can also view a printable version of the questions and answers upon quiz completion. These web quizzes are also available as a widget. Please see a list of available quizzes below.

- **Infant Nutrition Quiz** [**Spanish**]
- **Toddler Nutrition Quiz** [**Spanish**]
- **Meal Components Quiz**
- **Milk in the CACFP Quiz**
- **Older Adult Nutrition Quiz**
- **School Gardening Quiz**
- **Whole Grains Quiz *New!***

Discover MyPlate: Nutrition Education for Kindergarten

Discover MyPlate is fun and inquiry-based nutrition education that fosters the development of healthy food choices and physically active lifestyles during a critical developmental and learning period for children — kindergarten. **Discover MyPlate** includes six [6] Emergent Readers Mini Books featuring kindergarten-level sight words that help children build literacy skills while learning about the five [5] food groups and MyPlate. They are available in English and Spanish.

- **Fruits**
- **Vegetables**
- **Protein Foods**
- **Grains**
- **Dairy**
- **A MyPlate Meal**

Understand Food Labels Infographic

The **National CACFP Sponsor Association** has developed this free printable infographic to provide useful insights on how to read nutrition labels.

Food Buying Guide (FBG) for Child Nutrition Programs Interactive Web-based Tool *New Food Yields!*

USDA's Team Nutrition has added the following new food yields: frozen mangoes, fresh rambutan, fresh lychee, fresh and canned mandarins, frozen legumes (dark red kidney beans and white kidney beans) and pouched tuna. Stay tuned for additional yield data releases coming soon. Explore the **Food Buying Guide** today!

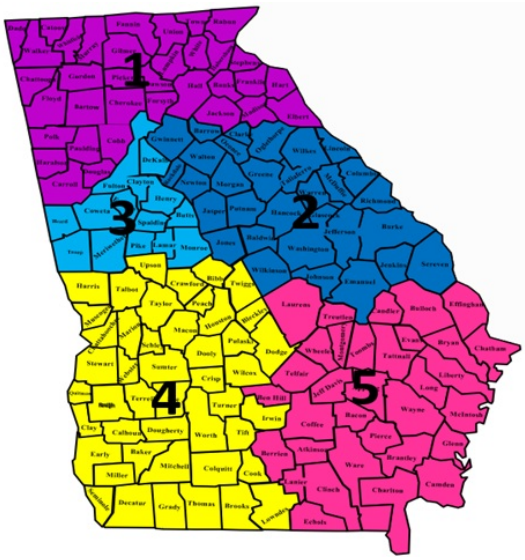
Serving Vegetarian Children in CACFP

The **Institute of Child Nutrition (ICN)** has developed some vegetarian resources, including recipes that all children will enjoy and that meet CACFP meal pattern requirements. Recipes are available in English and Spanish. For additional vegetarian recipes, please check out **vegetarian recipes** from the National CACFP Association (NCA).

- [**Read the Recipes**]

Type of Vegetarian	Included Foods	Excluded Foods
Lacto-Ovo	Milk, dairy products, eggs	Meat, fish, poultry
Lacto	Milk, dairy products	Meat, fish, poultry, eggs
Ovo	Eggs	Meat, fish, poultry, milk, dairy products
Pesco (Pescatarian)	Fish, seafood May include dairy products and eggs	Meat, poultry
Semi (Flexitarian)	May occasionally include dairy products, eggs, chicken, fish, meat	
Vegan	Only plant-based foods	Any animal products, including meat, fish, poultry, eggs, dairy, honey, gelatin, etc.

Training and Technical Assistance



The goal of the Training and Technical Assistance (TTA) Unit is to improve performance and better equip new and participating institutions and sponsors by providing practical, user-friendly resources and guidance materials that strengthen internal controls and result in successful, sustainable program administration and operation. We want to ensure we continue to meet this goal during any transitions and/or position changes.

Therefore, institutions that reside in**region 2** listed above, please contact our Nutrition TA mailbox at **NutritionTA@decal.ga.gov** with any needed technical assistance.

You may also visit our**Training and Technical Assistance** webpage for program resources and recorded webinars.

Nutrition Ed Nook

Southern-Style Greens

Collard, Mustard, and Turnip greens are the January Harvest of the Month (**English** and **Spanish**) spotlight. Categorized as dark green vegetables, these green varieties are rich in vitamins A, C, and K, fiber, and folate. These nutrients protect bones and teeth, help with vision, and improve immunity.

Typically planted eight to ten weeks before the first frost, these vegetables are available to be purchased locally in Georgia at this time of the year and will continue growing well throughout the winter. Collard greens have a slightly bitter flavor, while mustard and turnip greens have a slightly spicy, peppery one.

Greens are a popular vegetable in southern cuisine, but can also be found in meals elsewhere

around the world, such as Brazil, Kashmir, Kenya, Portugal, and Tanzania. Greens can take on a range of global flavors and be interchanged in many dishes. These leafy green vegetables make great additions to green smoothies, salads, stir fries, soups, or pastas. Share cultural traditions from across the world with the children you serve.

Integration:

- **Butternut Squash with Collard Greens***
- **Seared Greens***
- **Greens & Beans Soup*** (Sopa de garbanzo y hojas verdes)

*You may substitute any of the Harvest of the Month greens for this recipe or include a combination of all of them.

Education:

- ***Watch*** the ***Harvest with Holly*** video that explores the Harvest of the Month spotlight, how these items grow, where they grow in Georgia, and how they get from the farms to school meals all across the state of Georgia.
- ***Grow*** turnip, mustard, and collard greens – growing greens begins in fall time and early spring and are an exciting item to harvest as the leaves get bigger.
- ***Make*** a variety of cultural dishes that include greens to share various meals from across the world with the children you serve.
- ***Talk*** with families about how children can help with meal preparation such as swishing greens in a bowl of water to remove dirt. **Bonus:** Send recipes home with families for them to incorporate greens into their meals.

Conversation:

- Have the children you serve tried greens before?
- What is their favorite type of green to try? Each type has a unique flavor!
- What are examples of other dark green vegetables?

Share your winter Harvest of the Month stories and menu integration of collard, mustard, and turnip greens with Nutrition Education Specialist, Morgan Chapman, MPH, MCH at **morgan.chapman@decal.ga.gov**.

Physical Activity Corner:
New Year, New You!

It's a brand new year and it is the most popular time to hit that "reset button" – a change to a healthier you.

To maintain a healthy lifestyle in the new year, initiate small steps to set SMART goals – goals that are Specific, Measurable, Achievable, Realistic, and Timebound. For example, you may set a goal to exercise 30-minutes, three times a week for the new month, carry a water bottle with you to increase hydration, or practice a one minute deep breathing exercise before work each day. Keep moving, sit less, and get active!

Integration:

- **Running Events in Georgia for the New Year 2023**
- **Top 5 Ways to Stay Active When it's Cold Out - ONIE Project**
- **Exercise Videos | Virginia Family Nutrition Program (eatsmartmovemoreva.org)**

Education:

- **Read** aloud the book, **"Bringing in the New Yearbook" by Grace Lin** .
- **Watch** the video on **Smart Goals with Examples**.
- **Talk** with families about ways to incorporate new fitness goals into the New Year. **Bonus:** Share **#NewYear'sResolution2023**, **#NewFitnessGoals2023**, and **#MotivationalFitness** pictures and events that are happening in your communities.

Conversation:

- What are your fitness goals for the New Year 2023?
- How do you stay active with your family during and after the holidays?
- What is your motivation to exercise?

Share your **#NewYearFitnessGoals, #FitnessMotivation,** and **#GetFit** stories and pictures with Physical Activity Specialist, Tina McLaren at **tina.mclaren@decal.ga.gov**.

Be a Health Hero – Health Empowers You

HealthMPowers, a partner organization with the Georgia Department of Early Care & Learning, promotes healthy habits to build a better future for all children in Georgia.

To connect with their work, text 'HEALTHY' to 833-369-3547 to receive one text message per week on healthy tips, recipes, and activities for your whole family.

What are you waiting for? Sign-up now! Information is also available in **Spanish**.

DECAL's Nutrition Spotlight:

Meet Leatha Bryant, Technical Assistance Coordinator and Trainer

Leatha Bryant recently joined the Nutrition Services Division as the Technical Assistance Coordinator and Trainer for the Child and Adult Care Food Program (CACFP) and Happy Helpings, Georgia's Summer Food Service Program in the Southwest region. In her position, Leatha will aid sponsors and institutions by assisting them to thrive through program needs and demands, as well as manage compliance. She will also accomplish tasks and procedures relating to outreach planning and assessment, technical assistance and training, and surveillance.

Leatha resides in Southwest Georgia, and for the past 15 years, has worked with The Boys and Girls Club of Mitchell County as the director of operations and the compliance director for their state and federally funded programs. In these roles, Leatha was responsible for ensuring overall daily operations and compliance. She brings twenty plus years of management experience working with non-profits; leading work teams, structuring quality improvement systems, coaching and training key personnel, and overseeing daily operations.

Leatha has a passion for serving and mentoring youth and young adults. Her passion drives her to ensure that youth develop mentally, physical, and academically. She understands the connection between healthy meals and youth development, and how important the meals are that are provided by the centers. "For some youth, the meals that they receive at school and in their afterschool and out-of-school programs may be the only meals they receive that day. Therefore, the centers are so important to our communities" she said.

Leatha loves assisting others, teaching new policies and techniques, and ensuring that program compliance and expectations can be met. She added that she has consistently done this by ensuring that her teammates understand the main goal. “The team sets the expectations and reach the goals together, or not at all.” Leatha believes in continuous education and takes every opportunity to not only help educate others, but is a lifelong learner who continues to pursue her education and works hard to be the best individual, employee, and human being possible.

Eat Healthy and Live Active

Georgia Early Care and Education Harvest of the Month 22-23 Calendar

Harvest of the Month (HOTM) is the Georgia Department of Education School Nutrition Program’s farm to school initiative that highlights an item each month that can be sourced locally and served in Georgia’s school meals.

DECAL’s Harvest of the Month calendar aligns with the Georgia Department of Education’s Harvest of the Month initiative and was created in partnership with Quality Care for Children, Georgia Organics, and the Farm to Early Care & Education Coalition for Early Care & Education settings.

Visit the **Georgia Department of Education’s HOTM webpage** and the Quality Care for Children **website**. Upon viewing, you can findtips and tricks for preparing produce items, curriculum connections, activity lists and book alignment for your early care classrooms.

CACFP Resources:

The following documents were covered in previous newsletters:

- **Procurement Helpful Hints**
- **Forecasting Purchases for CACFP**
- **Update Your Banking Information**
- **ByHeart Infant Formula Recall**
- **New and Revised CACFP Policies and Memoranda**
- **Non-profit Food Service & Procurement Procedures Monitoring**
- **FY2023 Annual CACFP Budget Submission**
- **Newly Revised CACFP Memorandum-Civil Rights Complaint Procedures**
- **Reminder - PolicyStat available on Nutrition Services' Webpage**
- **Procurement Documents Now Include Updated Non-discrimination Statement**
- **Unique Entity Identifier Field Added to ATLAS**
- **CACFP Reimbursement Rates Announced for FY23**
- **Temporary Adjustments Authorized Under the Keep Kids Fed Act of 2022**
- **Administrative Cost Reminders for Sponsors**
- **Did you know Health Inspections are an allowable cost under CACFP?**
- **Reminder: Check your Email Messages in GA ATLAS**

You can find archived CACFP Newsletters **here.**

Dates to Remember

DATE:	EVENTS
January	• Harvest of the Month: Greens
January 23	• Memo Monday!
January 31	• Growing Adventurous Eaters Webinar
February 14	• Infants & Toddlers Feeding Technique and Mealtime Tips Webinar
February 20	• Memo Monday!
February 28	• Tuesday Tip! Choose Breakfast Cereals that are Lower in Added Sugar Webinar

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How was my Customer Service?

Provide feedback on your experience with the Nutrition Team

Click on the icon at right to participate in the customer service survey. Responses are anonymous.

Join Us for a NEW DECAL Download!

GPEE Panel on the Future of Education in Georgia

The Georgia Partnership for Excellence in Education recently held

its annual Media Symposium where it released its 19th edition of the Top Ten Issues to Watch in 2023.

Commissioner Amy Jacobs was part of a panel discussing the future of education in Georgia. She spoke along with Commissioner Greg Dozier from the Technical College System of Georgia, Chancellor Sonny Perdue from the University System of Georgia, and State School Superintendent Richard Woods from the Georgia Department of Education.

The discussion was moderated by Dr. Dana Rickman, President of the Georgia Partnership. In this week's DECAL Download we take you to that panel and their discussion on the future of education in Georgia.

Listen to the episode **here**.

Nutrition Services
DECAL

Nutrition Division

Marketing & Outreach Team

Cindy Kicklighter
Carl Glover

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