



July 15, 2025

Greetings CACFP Institutions and Sponsors,

**\*\* Please take time to read this email in its entirety. This information is critical to your continued, uninterrupted participation in the CACFP. \*\***

Participating CACFP Sponsors and Institutions that intend to continue their participation in FY 2026 are required to meet annual renewal training and requirements by **September 30, 2025**.

The Nutrition Division will open registration for the required annual training on **July 15, 2025**, and open enrollment for the application renewal will be available beginning **August 1, 2025**.

### **Step 1: Complete Annual Training Requirements**

These requirements include:

- Reviewing the CACFP 2026 Annual Training presentation in GA ATLAS
- Completing the CACFP 2026 Annual Training Test Assessment in GA ATLAS

**The Delegated Principal, also known as the Program Contact, must be the individual to complete the annual training and annual training assessment.**

*Prior to registering for training, institutions should:*

- Select **Account Profile**
- Ensure that the **Program Contact's First Name, Middle Initial, Last Name, Email Address, and Phone Number are correct.** (Otherwise, the training will not be linked correctly and will cause issues with the training roster.)
- Select **Save**

*To register for Annual Training, Institutions must:*

- Log in with your GA ATLAS username and password
- Select My Account in the blue menu bar
- Select My Training from the menu
- Select Register for Training
- Select CACFP in the Program dropdown box
- Select Search
- Select the **FY 2026 Annual** Training that applies to your institution type by clicking the title of the training
- Select the Session Name link for the location/session you would like to attend
- Review the Session Details and select Enroll to enroll in that session

A confirmation should be sent to your email address on file.

*Once the annual training assessment has been completed and submitted, you will receive*

access to the FY 2025-2026 CACFP application.

## Step 2: Enroll in FY 2026 CACFP

Upon completion of the Annual Training and Assessment, the CACFP application for the associated program year will change the institution or sponsor's status to "Not Enrolled" and the "Enroll" button will be available.

- Enroll into FY 2026

## Step 3: Submit your FY 2026 Application on or before **September 30, 2025.**

Original or Annual Budgets and Budget Amendments must also be submitted on or before September 30, 2025.

**Failure to complete FY 2026 Annual Training, the assessment questions, annual enrollment, certification statements, and to submit related application updates by September 30, 2025, will affect your availability to submit FY 2026 claims for reimbursement. If annual renewal is NOT completed, FY 2026 claims cannot be filed.**

## FY 2026 CACFP Renewal Application Access

Access to the FY 2026 CACFP application and annual certification statements will be granted to those institutions that have completed all required FY 2026 Annual Training and Assessment Questions.

Date	Task
July 15	Registration Opens for required 2026 CACFP Annual Training
August 1	Enrollment Opens for FY 2026  Upon completion of Annual Training and Assessment, Sponsors & Institutions may enroll in FY 2026
September 15	Deadline to submit any additional changes to the FY 2025 Application  Any FY 2025 changes including: <ul style="list-style-type: none"><li>• updates to the application</li><li>• management plan and budget</li><li>• the addition/termination of centers/homes</li></ul> <b>MUST be completed in GA ATLAS by September 15, 2025, to allow time for review and processing.</b>
September 30	Deadline to complete 2026 CACFP Annual Training and Assessment  Deadline to submit 2026 CACFP Application  Deadline to submit original or annual budget and budget amendments.

If you have any questions or concerns, please contact your Application Specialist:

Application Specialists	Institution Assignment	Email	Phone Number
Jerald Savage	o (zero)- G	Jerald.Savage@dec.al.ga.gov	(770) 405-7916
Shericka Blount	H-P	Shericka.Blount@dec.al.ga.gov	(404) 656-6411
Vanessa Goodman	Q-Z	Vanessa.Goodman@dec.al.ga.gov	(404) 591-6027

Regards,

Nutrition Services

*Together, we can help feed Georgia's Children & Adults.*

***This institution is an equal opportunity provider.***

**Nondiscrimination Statement: English**

**Nondiscrimination Statement: Spanish**



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