



Georgia Dept of Early Care and Learning

BRIGHT FROM THE START

August 17, 2020

Greetings CACFP Institutions and Sponsors,

Are you ready for FY 2021 Annual Renewal?

All Institutions and Sponsors that have a current program agreement with DECAL must complete annual renewal requirements in order to continue participation in the CACFP.

CACFP Renewal is a three step process:

(Note: Step #1 is optional.)

1. Renewal Readiness: What's the 411?: (Optional)

This training will help institutions prepare for renewal. The session provides detailed information on the requirements needed for successfully completing the annual renewal process. To access the recorded session, [click here](#).

2. Annual Training:

Participating CACFP Institutions and Sponsors are required to review the CACFP 2021 Annual Training presentation and complete the CACFP 2021 Annual Training assessment questions. Registration opened on **July 15, 2020**, in [GA ATLAS](#). The annual training assessment must be completed and submitted prior to receiving access to the 2021 CACFP application. For instructions on how to register and complete FY 2021 Annual Training and Assessment questions, [click here](#).

3. CACFP FY2021 Application:

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. The FY 2021 Application opened on **August 15, 2020**. Institutions and sponsors can "Enroll" in FY 2021. For instructions on how to register and complete FY 2021 Annual Training and Assessment questions, [click here](#).

- Institutions and sponsors are encouraged to review the FY 2020 application packet and make updates by **September 15, 2020**.
- The 2021 CACFP application must be submitted on or before **October 31, 2020**.
- Original or Annual Budgets and Budget Amendments must be submitted on or before **October 31, 2020**.

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

Application Specialist (AP)	Institution Assignment	Email	Phone Number
Paula Lawrence	o (zero)—G	Paula.Lawrence@decals.ga.gov	(404) 463-2111
Shericka Blount	H—P	Shericka.Blount@decals.ga.gov	(404) 656-6411
Brandi Banks	Q—Z	Brandi.Banks@decals.ga.gov	(470) 725-6543

New “Submit for Approval” button added to the Budget Detail

Please note there has been an update to the Budget Detail in [GA ATLAS](#). The update will impact ***how a budget is submitted for review and approval***.

Institutions will no longer utilize the Save button to submit its budget to DECAL for review and approval. The Save button will now function as a save data option only until the budget is complete and ready to be submitted to DECAL for review and approval.

A new "Submit for Approval" button was added to the Budget Detail. Institutions will now utilize the "Submit for Approval" button to submit the complete budget to DECAL for review and approval. Once the "Submit for Approval" button is selected the institution will receive a Save Confirmation message.

If the Save Confirmation message states the form contains errors, the institution will need to **Edit** the budget before selecting **Finish**. If the Save Confirmation message states the form has been submitted without errors, the institution will need to select **Finish**.

Please see the screenshots below. If you have any questions, please contact [Shonda Franklin](#).

Comments to Institution:

Created By: FNSA on: 8/12/2020 3:56:56 PM Modified By: FNSA on: 8/12/2020 3:56:57 PM

VIEW | MODIFY | DELETE

Save Confirmation

The form contains **errors**.

Save Confirmation

Congratulations!

The form has been submitted without errors.

< Edit

Finish

Regards,
Nutrition Services

Together, we can help feed Georgia's Children.

This institution is an equal opportunity provider.

[Nondiscrimination Statement: English](#)

[Nondiscrimination Statement: Spanish](#)

