



Georgia Dept of Early Care and Learning

BRIGHT FROM THE START

July 9, 2021

Dear CACFP Sponsoring Organizations,

Each year during our CACFP Annual Renewal season, Nutrition Services disseminates new and/or revised policies, memorandums, and Program forms to ensure the most current federal and/state regulations and guidance are published.

This fiscal year we are releasing a new memorandum titled, ***Monitoring Requirements – Monitoring Sponsored Centers Non-profit Food Service and Procurement Procedures.***

This **new memorandum** specifically applies to institutions of affiliated and unaffiliated sites and is designed to provide guidance to sponsoring organizations regarding the monitoring requirements of their sponsored centers non-profit food service and procurement procedures. **Sponsors of day care homes are exempt from meeting the requirements in the new memorandum.**

In addition to the new memorandum, the following forms/documents have been revised to capture the required non-profit food service and procurement assessment for sponsored sites:

- **Child Care Center Monitoring Form,**
- **Child Care Center Monitoring Form Instructions ,**
- **Adult Day Care Center Monitoring Form ,** and
- **Adult Day Care Center Monitoring Form Instructions.**

Please thoroughly review the new *Monitoring Requirements – Monitoring Sponsored Centers Non-profit Food Service and Procurement Procedures* memo, monitoring forms and instructions to ensure Program compliance.

Nutrition Services will also discuss the new memo and forms during our STAR: Sponsor Training & Advanced Resources two-day webinar on August 3-4, 2021. Registration will be available on July 13.

For your reference, the general *Monitoring Requirements* policy memorandum has been updated and can be located [here](#).

Thank you for your participation in the Child and Adult Care Food Program!

Regards,

Nutrition Services

Together, we can help feed Georgia's Children.

This institution is an equal opportunity provider.

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