



Child Care
Resource &
Referral

Meeting Arizona's Child Care Needs

Child and Adult Care Food Program (CACFP)

A guide to becoming a CACFP Provider



The Child and Adult Care Food Program (CACFP) helps to improve and maintain the health and nutritional status of children in child care while promoting the development of good eating habits.

Do you take care of children in your home? If not, are you interested in taking care of children in your home?

Receive reimbursement for nutritious meals and snacks served to children you care for, possibly including YOUR OWN!

Eligible Children:

Reimbursement is provided for meals and snacks meeting Child and Adult Care Food Program requirements served to children in non-residential care and foster children 0-12 years old, migrant children 0-15 years old, and children with disabilities up to 21 years of age. A provider's own child(ren) and/or foster children may participate IF THEY MEET USDA reimbursement for meals and snacks, and if at least one other non-residential child is enrolled, present and claimed.

Requirements for Family Child Care Homes:

Eligible providers may be in a Department of Economic Security (DES) certified home or Department of Health Services (DHS) certified group home, Alternate Approved Private Home, or Tribally Certified Home.

Provider responsibilities:

- * To serve meals and snacks that meet the program guidelines.
- * To maintain required records which include:
 - A. Daily attendance
 - B. Menus
 - C. Meal Count Records
 - D. Child Enrollment forms
- * Attend trainings annually
- * Allow monitoring visits

Are all foods served reimbursable?

If you are a family child care home, you may be reimbursed for two meals and one snack or one meal and two snacks per day per eligible participant.

You may claim meal reimbursements either on paper or through an online program. Direct deposit may also be available.

Cash reimbursement for meals served is distributed monthly. Reimbursement rates are established at two levels (Tier I and Tier II) and are adjusted annually each July.

The Child and Adult Care Food Program is funded through the United States Department of Agriculture (USDA) and administered by the Arizona Department of Education (ADE).

How do I participate in a Child and Adult Care Food Program?

TIP 1

Call Child Care Resource and Referral (CCR&R) at 1.800.308.9000 for a list of CACFP providers in your area. Ask them about what they like about using a Child and Adult Care Food Program, what is hard and any tips they have for you.

Step 1

Choose a CACFP sponsoring organization. The provider may only use ONE of the Sponsoring Organizations. Download a list of Sponsoring Organizations. For family child care providers:

<http://www.azed.gov/health-nutrition/cacfp/family-daycare/office-location>

For Child Care Centers:

<http://www.azed.gov/health-nutrition/cacfp/child-and-adult-care-centers/child-care-centers/>

Step 2

Create a file to keep all of your records and certificates.

Good luck with your new business!

Remember to call Child Care Resource and Referral (CCR&R) if you have any questions at 1.800.308.9000.

Requirements:

Background checks, CPR & First Aid certification, and a fingerprint clearance card must be current.

Why does ADE run background checks?

By state law, ADE must run background checks on anyone who will work with or be around children in a child care program. This ensures that providers offer safe and healthy environments for children.



Quality Improvement Initiatives

Child Care Resource and Referral offers a quarterly newsletter that lists trainings by county. Please visit our *Professional Development* page on ArizonaChildCare.org to view current training calendars.

The **Arizona Self-Study Project (ASSP)** The Arizona Self-Study Project (ASSP) is an exciting statewide project for early care and education programs committed to improving the quality of care for Arizona's children. ASSP assists programs to integrate quality developmentally appropriate practices in a model that meets the needs of all children.

Child & Family Resources, Inc. provides Arizona Self-Study Project services in: **Apache, Coconino, La Paz, Maricopa, Mohave, Navajo, Yavapai, and Yuma Counties**. For more information or to participate please contact Connie Espinoza, Senior Program Director, at 1.520.320.4036 or by email at cespinoza@cfraz.org or Melina Montiel, Administrative Assistant at 1.520.321.3826 or mmontiel@cfraz.org.

Easter Seals Blake Foundation provides Arizona Self-Study Project services in: **Cochise, Gila, Graham, Greenlee, Pima, Pinal, and Santa Cruz Counties**. For more information or to participate please contact Renee Hartje, Program Manager, at 1.520.419.7875 or by email at rhartje@blake.easterseals.com or Lisa Ortiz, Accreditation Specialist, at 1.520.405-1532 or by email to lortiz@blake.easterseals.com.

First Things First created **Quality First** to ensure that Arizona's children have access to quality early learning opportunities that will prepare them to arrive at kindergarten ready to succeed. Quality First is Arizona's statewide Quality Improvement and Rating System for regulated providers of center or home-based early care and education.

If you have any questions, please contact the First Things First office at qualityfirst@azftf.gov or 602.771.5000 or toll free at 1.877.803.7234.

Quality child care settings include: safe, healthy environments; highly educated teachers; classrooms and materials that stimulate children at different stages of learning; and low staff to child ratios so that children have the attention and support they need.

Child Care Resource and Referral has helpful ideas and links, please visit www.ArizonaChildCare.org.

Let's Move Child Care

One in five children is overweight or obese by age six. You can help.

As a child care provider, you have the powerful opportunity to instill healthy choices that could help prevent childhood obesity from the start. With about 12 million babies and young children in child care nationwide, we cannot afford to wait. Let's Move! Child Care, an effort to promote children's health by encouraging and supporting healthier physical activity and nutrition practices for children in child care. To learn more about the Let's Move! Child Care initiative, please visit www.healthykidshealthyfuture.org.

Safe Kids USA is a nonprofit organization solely dedicated to eliminating preventable childhood injuries, the leading cause of death and disability in children. Visit www.safekids.org

In the event of a fire, all members of your family must react immediately if they are to have the best chance to escape unharmed. Preparing and practicing a Family Escape Plan will assure that all members of your family know what to do if ever faced with a fire within the home. Visit <http://www.firefacts.org/> for more information.

