CACFP – 634

Management Evaluation (ME) Tool - Fiscal Year (FY) 2001

STATE AGENCY DIRECTORS - Colorado DPHE, Iowa, Kansas, Missouri DH, Montaña DPHHS, Nebraska, North Dakota, South Dakota, Utah and Wyoming

(Child Nutrition Programs)

Please find attached the Management Evaluation (ME) tool this office will be using for Fiscal Year (FY) 2001 MEs. It has been modified to a certain extent from last year’s form.

We do not expect that every section of this form will be reviewed this year in every State, with the exception of the focused ME which will be in Colorado. The areas reviewed will vary from State to State depending on what was reviewed last year, last year’s findings, and other issues as appropriate.

As you know, last year the terminology changed regarding the findings of an ME. It is changing again for FY 2001. The following terms will be used:

“Action Item” will be used to describe any area of noncompliance that must be corrected to bring the State agency (SA) into compliance with regulations, instructions, and/or policies.

“Recommendation” will be used to describe issues that should be corrected to improve the integrity and/or management of the Program. We will expect the SA to develop and submit a written response plan to address these issues.

“Commendation” will be used to recognize exemplary actions and/or innovations in developing new methods or processes to improve the administration of the Program, etc.
State Agency Directors

We plan to accompany your staffs on local reviews again this year. You will be contacted regarding scheduling of these reviews, if we have not contacted you already.

If you have any questions, please do not hesitate to contact us at (303) 844-0359.

Original Signed by
MARY C. NIELSEN
RAFAEL ZAMBRANO
Acting Regional Director
Child Nutrition Programs

Attachment

bcc: School Programs Section
     All CACFP/SFSP Staff
     Cheyenne FO
     Denver FO
     Helena FO
     Independence FO