OCT 21 2010

Reply to
Attn of: CACFP-805

Subject: MPRO Clarification on Child and Adult Care Food Program (CACFP) Requirement to Annually Review at least 33.3 Percent of All Institutions

To: STATE AGENCY DIRECTORS - Colorado DPHE, Iowa, Kansas, Missouri DHSS, Montana DPHHS, Nebraska, North Dakota, South Dakota, Utah and Wyoming

(Special Nutrition Programs)

This memo is intended to provide written clarification for Mountain Plains Regional Office (MPRO) State Agencies (SA) on the method used to determine 33.3 percent of all institutions for CACFP review purposes. The Regulations at 226.6(m)(6) require SA to annually review at least 33.3 percent of all institutions. Historically, the MPRO has provided guidance that the 33.3 percent must be figured on the highest number of participating institutions in the current review year. In an effort to be consistent with the Targeted Management Evaluation Guidance and other Regions, the MPRO is modifying our guidance to require SA to use the number of institutions that the State has agreements with as of the last day of the prior review year to calculate the 33.3 percent.

For example, if the SA was determining how many reviews were required for Federal Fiscal Year (FY) 2011 and the SA conducted reviews based on the Federal fiscal year of October 1 through September 30, the last day of the prior review year would be September 30, 2010. The SA would use this number and multiply it by 33.3 percent to determine the number of reviews that would be required in FY 2011. For SAs’ whose review year does not coincide with the Federal fiscal year, adjust this date to the last date of the prior review year.

If you have questions regarding this memo please call our office at (303) 844-0354.

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Regional Director
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