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Income Eligibility Forms

The new Income Eligibility Guidelines are effective July 1, 2007, and many centers update their Income Eligibility Forms at this time of year. To help you fill out the form correctly, please review the following questions and answers.

What parts need to be completed for Centers?

Parts 1-3 should be filled out by the parent or legal guardian of the participant for those enrolled in centers. If income is used to determine the reimbursement category (part 2c), the parent/guardian **MUST** enter his/her Social Security Number (SSN).

What if a parent/guardian/participant has no Social Security Number?

If there is no SSN, then document such and enter the appropriate category for the participant.

What if a parent/guardian/participant refuses to provide the Social Security Number?

If a parent refuses to provide the SSN, then document such and the participant goes into the "Paid" category, no matter what the household income indicates.

What information is needed if the participant is a foster child and/or the household receives Food Stamps and/or TANF?

If the participant is a foster child and/or the household receives Food Stamps and/or TANF, the Determining Official **MUST** validate the information. Food Stamp and/or TANF recipients must provide the case number. For Food Stamps, this is not the number on

the card. That number is a state number. The Food Stamp case number can be found on mailings that the household has received for their Food Stamp account. No household income is needed if using Food Stamps, TANF or the participant is a foster child.

What parts need to be completed for At-Risk Program and Emergency Shelter participants?

Name and birth date must be completed for Roster documentation.

What do I do if they report zero income?

If there is zero income, a participant can be placed in the Free category for 45 days. After 45 days, the participant must be moved to the Paid category unless a new Income Eligibility form is submitted with household income data.



Who completes part four (4)?

Part four (4) is to be filled out and signed by the Sponsor and Determining Official.

For more information, please review your Recordkeeping Book, pages 8-13.

Farewell

I have resigned from my position as CACFP Secretary, effective June 29. I have enjoyed working with all of you in this program, and wish you continued success in your wonderful efforts to serve the children of the State of Delaware.

Sarah Greene

CACFP Staff:

Beth M. Wetherbee
Education Specialist

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JoAnne M. Holder
Field Agent

**Upcoming New Sponsor/
Refresher Trainings:**

Dates: August 1, 2007
September 5, 2007
October 3, 2007
November 7, 2007

Location: Department of Education, Dover

You must pre-register to attend. Contact Beth Wetherbee at 302-735-4060.

**Welcome To Our New
Sponsors:**



Tomorrow's Generation
2209 - 2211 Lamotte Street
Wilmington, DE 19802



Delaware Department of Education
Child and Adult Care Food Program
401 Federal Street, Suite #2
Dover, DE 19901

Phone: 302-735-4060
Fax: 302-739-6397



Office Hours: 8-4:30
Monday-Friday

We're on the web!
www.doe.k12.de.us/programs/nutrition

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2 Ways to Slash Your Grocery Bill:

1. Eat your fruits and vegetables. "When you think about it, fruits and things like that are really fairly inexpensive compared to the packaged things," says Gary Foreman, publisher of *The Dollar Stretcher*, a Web site devoted to living better for less. And almost any time of year, stores have "a good selection no matter what you like," he says. "You're bound to find something year-round that's in season and, therefore, affordable."

Want to find the freshest and the cheapest? Investigate a local farmers market. With less middlemen involved, the produce tends to be "fresher, treated with less chemicals and cheaper," Foreman says.

2. Give those shelves the once-over. "The marketers aren't foolish," says Foreman. "They know that we're generally lazy." So they position the items they most want to sell on the shelves between knee- and shoulder-height." The highest markup items are the ones at about chest level—to make it really easy for you to grab and toss it in the cart," says Foreman.

And that's where the most expensive name brands will be, says Jyl Steinback, author of *The Supermarket Gourmet*. "You can save up to 40% by selecting house or generic brands."

From MSN.com



Surviving Your Administrative Review

(The following information is taken from the *CNResource's 8 Reasons Child Care Providers Fail Their CACFP Reviews*.)

8. Lack of "Written Policies & Job Descriptions":

If you are a large center or have frequent turnover, then written policies are a must. Many centers get into trouble when the same procedure is completed inconsistently. For example, one classroom may serve family style while the next serves pre-plated. Regular and frequent training is also important.

Recipe Corner

Fruit Kabobs (Non-Cook Recipe)

Ingredients:

- ◇ 4 pieces of cut fruit per student (use Delaware fruits that are in season like watermelon and honeydew melon)
- ◇ 4 (8-ounce) containers of assorted flavored yogurt, such as chocolate, vanilla, cherry and blueberry
- ◇ Pretzel sticks or skewers
- ◇ Grape Nuts or Granola cereal



Steps:

- ◇ Prepare fruit ahead of time.
- ◇ Talk about each fruit you have chosen. Discuss where it is grown, how it is eaten, its color, texture and taste.
- ◇ Empty each container of yogurt and the cereal into its own shallow bowl or plate.
- ◇ Have each student select 4 pieces of fruit to thread on a pretzel stick or skewer.
- ◇ Have students dip fruit into yogurt and then cereal. Explain dipping etiquette, i.e. dip only once; do not dip your fingers, etc. Encourage children to be creative in the fruit/yogurt combinations they choose. Ask them to describe the flavors and to discuss their favorite combinations.

Skills Developed

Identify fruits
Taste—note different taste, texture, smell
Stir

Submit your own favorite recipes for publication in our newsletter. Send them in by fax, snail mail, or email.
Email address: bwetherbee@doe.k12.de.us.