



DEPARTMENT OF EDUCATION


Townsend Building
401 Federal Street Suite 2
Dover, Delaware 19901-3639
<http://education.delaware.gov>

Mark A. Holodick, Ed.D.
Secretary of Education
(302) 735-4000
(302) 739-4654 - fax

February 10, 2023

MEMORANDUM

TO: Child and Adult Care Food Program Sponsors

FROM: Aimee F. Beam, MS, RD 
Education Associate, Nutrition Programs

SUBJECT: **2023 Operational Memo #3**
National CACFP Week and Poster Contest

This memo is being sent to inform all Child and Adult Care Food Program (CACFP) Sponsors that National CACFP Week is March 12 – 18, 2023. The Delaware Department of Education (DDOE) is sponsoring a poster contest to celebrate. Please review the attachments included with this memo for more information.

If possible, we would like to visit the center of the winning posters to celebrate! If you have anything planned for CACFP week please let us know!

Please contact us with any questions at 302-857-3356.

Attachments: CACFP Week 2023 Poster Challenge Flyer.docx, Poster Challenge Parental Permission.doc

cc: Nutrition Team



NATIONAL CACFP WEEK

MARCH 12 – 18, 2023

The Child Adult Care Food Program (CACFP) Week is a national education and information campaign sponsored annually by the National CACFP Sponsors Association. The campaign is designed to raise awareness of how the United States Department of Education's (USDA) CACFP works to combat hunger. The CACFP brings healthy foods to tables across the country for children in child care centers, homes, and after-school programs, as well as adults in day care. Delaware will be celebrating this week as well!

Poster Challenge

Sponsor support is important in raising awareness of how the USDA's CACFP works. You can participate in celebrating National CACFP Week by submitting participants' artwork. Delaware Department of Education (DDOE) staff will select poster entries that will be showcased on the DDOE nutrition website and Department social media accounts during CACFP Week. Please provide parent/guardian permission to allow participant's ages and first names to be shared publicly. **New this year, the posters will be broken down by age category. Categories are: 1 to 2 years old, 3 to 5 years old (not in school), school-age, and adult participants.**

Theme

Celebrate the Rainbow!! - What is your favorite healthy meal or snack? Your poster should represent a rainbow of food.

Deadline

All entries must be submitted by Tuesday, February 28, 2023. Mail-in entries must be postmarked by Tuesday, February 28, 2023. Contact Heather Coverdale or Justine Flint at 302-857-3356 if you have questions.

Guidelines

1. Poster should not exceed 8 ½" x 11" sheet of paper.
2. Participants may use markers, crayons, paint, and pencil; be creative.
3. Participant's artwork only (one submission per child/adult).
4. Include participant's age, first name only, and name of center on back of entry.
5. Electronic submissions go to heather.coverdale@doe.k12.de.us or mail to Justine Flint, 35 Commerce Way, Suite 1, Dover, DE 19904.



USDA Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.



DEPARTMENT OF EDUCATION

Townsend Building
401 Federal Street Suite 2
Dover, Delaware 19901-3639
<http://education.delaware.gov>

Mark A. Holodick, Ed.D.
Secretary of Education
(302) 735-4000
(302) 739-4654 - fax

Delaware's National Child and Adult Care Food Program (CACFP) Week Poster Contest

Date: _____

Center Name: _____

Center Contact: _____

Participant's First Name: _____

Participant's Age: _____

I, _____, (parent/guardian) give permission for my participant's first name, age, artwork, and Center name to be shared as part of the CACFP Week Poster Contest.

Signature

Date

USDA Nondiscrimination Statement

For all other FNS nutrition assistance programs, state or local agencies, and their subrecipients, must post the following Nondiscrimination Statement:

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.