**CACFP AT- RISK SNACK PROGRAM GUIDANCE**

**School Age through 18**

The Child and Adult Care Food Program (CACFP), an important nutrition assistance program funded by the U.S. Department of Agriculture (USDA), provides a nutritional boost to children and teenagers in nonresidential afterschool care programs through its snack program. Sections 107 and 108 of Public Law 105-336, the Child Nutrition Reauthorization Act of 1998 and the Reauthorization Act 2010, Section 122, enhance nutrition benefits for all children with a special emphasis on older children by authorizing reimbursement for snacks and meals served to school age children through age 18 (if a child turns 19 during the school year, he/she may be claimed for the remainder of the year), and to individuals, regardless of age, who are determined by the State Agency to be mentally or physically disabled.

**Eligibility Requirements:** Under the CACFP, a public or private nonprofit organization (including a school), when operating an afterschool care program must:

* Provides children with regularly scheduled activities in an organized, structured, and supervised environment, includes educational or enrichment activities, and is located in a geographical area served by a school in which 50 percent or more of the children enrolled are eligible for free or reduced-price school meals. In the At-Risk Snack Program, **snacks and one meal are reimbursed at the free rate to school age children through 18.** A maximum of one snack and one meal per child, per day, may be served each day;
* Complies with local licensing, health, and safety standards;
* Snacks provided must be served after school (except on school year weekends and holidays, when snacks may be served at any time of day);
* School-age children through 18 (or 19 if the child turns 19 during the school year) can participate in the At-Risk Snack Program on school days, weekends, snow days, holidays, and vacations during the regularly scheduled school year. Weekend-only childcare programs are *not eligible* for the program. At-Risk Snack Programs may not operate during the summer unless the school year extends through summer; and
* For-profit centers may receive reimbursement for At-Risk Snacks if they meet all at-risk eligibility requirements and are eligible to receive reimbursement as a proprietary Tuition Scholarship (Title XX) or free/reduced center through the traditional child care component of CACFP (in determining a for-profit center’s eligibility for At-Risk Snack reimbursement, only the enrollment/licensed capacity of the traditional child care component of the center should be considered in calculating whether the center meets the 25 percent criterion).
* Reimbursement rates are updated annually on July 1.
* The child must be served two different components in at least the minimum portion requirements, as set forth in 7 CFR sections 226. Snacks comprised of two beverages or two fruit/vegetables are not eligible for reimbursement. Fruit or vegetable juice must be full-strength.
* Bread alternates include muffins, crackers, pastas, and pretzels. Breads, grains, and cereals must be made from whole-grain or enriched meal or flour. Dessert foods such as cookies and cakes are considered bread alternates provided, they are served no more than two times a week.
* Required minimum portions are listed below.

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| ***BREAKFAST*** **Meal Pattern**Ages 6 – 12NOTE: Meal patterns for younger children can be found in “What’s in a Meal.” Children ages 13 – 18 **must** be served the  minimum or larger portion sizes as specified in the meal pattern below. |
| Fluid Milk 3 | 8 fluid ounces |
| Vegetable, fruits or portions of both 4 | ½ cup |
| Grains: (oz. eq.) 5, 6, 7 |  |
| Whole grain-rich or enriched bread | 1 slice |
| Whole grain-rich or enriched bread product, such as a biscuit, roll or muffin | 1 serving |
| Whole grain-rich, enriched or fortified cooked breakfast cereal 8 , cereal grain, and/or pasta | ½ cup |
| Whole grain-rich, enriched or fortified ready-to-eat breakfast cereal (dry, cold) 8, 9 |  |
| Flakes or rounds | 1 cup |
| Puffed cereal | 1 ¼ cup |
| Granola | ¼ cup |

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| ***LUNCH/SUPPER*** **Meal Pattern**Ages 6 – 12NOTE: Meal patterns for younger children can be found in “What’s in a Meal.” Children ages 13 – 18 **must** be served the  minimum or larger portion sizes as specified in the meal pattern below. |
| Fluid Milk 3 | 8 fluid ounces |
| Meat/Meat Alternates |  |
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| Vegetables 6 |  |
| Fruits 6, 7 |  |
| Grains (oz. eq.) 8, 9 |  |
| Whole grain-rich or enriched bread  | 1 slice |
| Whole grain-rich or enriched bread product, such as biscuit, roll or muffin | 1 serving |
| Whole grain-rich, enriched or fortified cooked breakfast cereal 10 , cereal grain, and/or pasta | ½ cup |

**\***Must be unflavored low-fat (1 percent), unflavored fat-free (skim), or flavored fat-free (skim) milk for children ages 6 – 18.

\*\*Portion sizes and a list of Meat Alternates can be found in “What’s in a Meal.”

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**Record Requirements:** Centers that choose to claim reimbursement for snacks must maintain daily attendance records (such as sign in sheets for the after-school program), daily written menus, food receipts, and documentation that the site is located in an area served by a school in which at least 50% of the enrolled students are certified eligible for free or reduced-price meals. All program records must be kept on file for 3 years, plus the current year, to corroborate the claim. ***Note: CACFP training requirements apply.***

**Please Attach:**

* Applicable local licensing, health, and safety standards.
* A calendar of regularly scheduled educational or enrichment activities.
* Documentation that the site is located in an area served by a school in which at least 50% of the enrolled students are certified eligible for free or reduced-price meals. ***NOTE***: Centers must identify the SAU # and the school used to qualify the CACFP site as meeting the criteria for an At-Risk site.
* **For profit centers only** - Verification that at least 25 percent of the traditional childcare component of CACFP meet the free or reduced price criterion.

**Sponsoring Organization Monitoring Requirements (for sponsoring organizations only):**

Organizations that sponsor At-Risk sites must meet the following minimum monitoring review requirements:

* Review each site/program a minimum of 3 times annually.
* Two of these reviews must be unannounced
* One of the unannounced visits must be a meal observation.
* Sponsors must vary the timing of unannounced reviews so they are unpredictable to sponsored facilities.
* Not more than 6 months can elapse between reviews.
* A pre-approval visit for new sites/programs must be completed.
* New sites/programs must be reviewed within the first 6 weeks of operation.

I, the undersigned, agree to the At-Risk Snack requirements as listed. I further confirm that none of the institution’s CACFP employees or board members have been associated with any organization terminated for failure to correct serious deficiencies. (Notices of serious deficiency as prepared by the State Agency and National Listing of Seriously Deficient Organization.)

Organization Name:

Signature of Executive Director or designee Title Date

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At-Risk Snack Program Guidance

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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/ad-3027.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.