

Mealtime Minutes e-Newsletter

Illinois Child Care Wellness Subgrants: RFP Released



The ISBE Nutrition and Wellness Programs Division is excited to release the Illinois Child Care Wellness — Team Nutrition Training Subgrant [request for proposals](#) (RFP). This subgrant is intended for child care facilities to enhance or create wellness programs aimed at maintaining a healthier child care environment.

Those eligible to apply are Illinois CACFP sponsoring organizations that are approved to participate in the CACFP, and that sponsor multiple CACFP facilities at which 90 percent or more of the enrolled children are eligible for free or reduced-price meals.

ISBE will award up to 15 subgrants, ranging from \$6,700 to \$26,700, to qualifying eligible applicants on a competitive basis. The subgrants will be tiered as follows:

- ◆ Sponsors with 2-3 sites—up to five subgrants at \$6,700 each
- ◆ Sponsors with 4-9 sites—up to five subgrants at \$16,700 each
- ◆ Sponsors with 10 or more sites—up to five subgrants at \$26,700 each

The grant period will begin no sooner than July 1, 2014, and will extend from the execution date of the grant until June 30, 2015. Applications will be due April 30, 2014.

For more information, view the RFP [online](#), under **What's New?**

Introductory Webinar for Subgrants Set For Feb. 20

A webinar is scheduled for Thursday, Feb. 20, 2014, from 1:30 to 2:30 P.M. to introduce the Illinois Child Care Wellness — Team Nutrition Training subgrant opportunity.

This live webinar will be offered as a walk-through of the RFP, including detailed information about eligibility requirements; examples for potential uses of subgrant funds; and requirements for reporting and recordkeeping. There also will be time for questions and answers.

Reserve your Webinar seat online now at: <https://www1.gotomeeting.com/register/128600577>.

February/March 2014 Issue

Reminders / Due Dates

- ISBE will be closed **Feb. 12** in honor of Lincoln's Birthday and **Feb. 17** for Presidents' Day.

Training Opportunities

Webinar trainings and online module trainings are available at <http://www.isbe.net/nutrition/htmls/workshops.htm>.

Continue reading below about Subgrant Wellness Workshops that will be offered in March.

Farewell Message From One of our CACFP Monitors:

Peggy Hargis, a monitor with ISBE's Nutrition and Wellness Programs Division, would like to share this parting message as she retires:



"I began my career at the Illinois State Board of Education in October 1991 and it has been quite an adventure. I have met and worked with many wonderful people. While there have been numerous hills, valleys, and interesting curves along the way, I wouldn't trade the experiences and memories for anything. As I close a chapter in my life book and begin a new one, I just want to say thanks for the journey and for your unwavering support. I will miss you." ~ Peggy Hargis

★ Sharing CACFP Best Practices

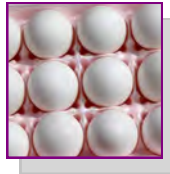
The *Provider Handbook* tip sheet, "[Meat and Meat Alternates: Build a Healthy Plate With Protein](#)" looks at how child care centers can provide different choices each day to help children get the nutrition they need and successfully introduce them to new foods. In the CACFP, these choices include lean meat, poultry, fish, cheese, egg, yogurt, cooked dry beans or peas, nuts and seeds and their butters (except for acorn, chestnut, and coconut).

Be mindful of serving dairy-based meat alternates like yogurt and cheese to children who are lactose-intolerant. Consider alternatives like beans or eggs instead. For more information, check out the USDA's new [Crediting Handbook for the Child and Adult Care Food Program](#).

Making food fun can help encourage children to try new choices. Simple substitutions will lower solid fats, sodium, and calories, while retaining flavor. Try these ideas from the tip sheet:

- ◆ Instead of serving processed chicken nuggets, try "Crunchy Cereal Chicken or Fish," using rolled oats or a crushed, unsweetened whole-grain cereal as breading for baked chicken or fish.
- ◆ Demonstrate that nutrition can be fun with this meat-alternate option: let children mash beans in a plastic baggie, and then make a "Smashed Bean Burrito" (using a whole-grain tortilla, spinach, and their favorite veggies).

One [CACFP Success Story](#) highlighted in the *Provider Handbook* is from Youth and Family Outreach in Portland, Maine. They successfully transformed their food production to be completely from scratch. This included locally sourcing about half of the food they serve, including dry beans; making three lunches per week vegetarian; and preparing meals using seasonal produce. By doing this, they've been able to provide variety and high-quality nutritious meals and stick close to their budget.



Meat and Meat Alternates

Providing a variety of meat and meat alternates gives children the protein, B vitamins, and minerals (like iron, zinc, and magnesium) they need to grow, play, and learn. Proteins help children feel full for longer, and heart-healthy oils from fish and seafood protect their hearts, brains, and nervous systems.



In our next newsletter, we'll focus on "[Build a Healthy Plate With Whole Grains](#)."

Have you had success serving whole-grain versions of foods, like cereal, bread, tortillas, or pancakes? We want to hear about it.

Please e-mail your photos, activities and/or accomplishments to cnp@isbe.net, and we might feature them in our next newsletter!

Gardening Grants and Resources



Planting a garden can be a way to inspire a healthy interest in nutritious eating, and increase a child's fruit and vegetable consumption. There are many resources available online that can help you start a gardening project at your child care facility. Here are a few to help you get started:

- ◆ The [National Gardening Association's](#) website features a page devoted to grant and award programs. To learn about gardening grant opportunities that are available, as well as the many additional gardening resources, visit online at <http://grants.kidsgardening.org/>.
- ◆ The [University of Illinois Extension](#) has a variety of nutrition and wellness resources available online at <http://web.extension.illinois.edu/state/nutrition.html>. *Taste of Gardening* has great information for learning the basics of gardening; and *Food Fun from Apples to Zucchini* introduces elementary students to 37 different kids of produce.
- ◆ [Illinois Projects in Practice](#), part of the Illinois Early Learning Project website, provides support, resources, and information for those who are interested in the implementation of the Project Approach in Illinois classrooms for preschool children. One of the Project Guides, *All About Gardens*, is available online at <http://illinoispip.org/guides/gardens.html>.

Updated Mileage Reimbursement Rate

The Travel Control Board has enacted the following rate change, effective January 1, 2014: The State of Illinois' mileage reimbursement rate for the use of personal vehicles will decrease from 56.5 cents per mile to **56.0 cents** per mile.



Register for the 7th Annual Illinois School Wellness Conference!

The 7th Annual Illinois School Wellness Conference will be hosted by ISBE and Illinois Action for Healthy Kids. Conference sessions will highlight successful school health and wellness-related outreach in schools, innovative projects that improve the overall health of the school community, and emerging issues impacting school health and wellness. This year, the conference has expanded to include sessions related to Early Childhood centers and programs. Register now to attend this informative event!

Conference Details:

- ◆ Date: Wednesday, April 30, 2014
- ◆ Time: 8:15am-3:30pm
- ◆ Location: Hilton Garden Inn, Champaign, IL
- ◆ Register Online: [Action for Healthy Kids](#)

Featured tracks include:

- ◆ School Nutrition
- ◆ School Breakfast
- ◆ Physical Activity
- ◆ Coordinated School Health
- ◆ Early Childhood

Summer Food Service Program: *Ramping Up for Summer Meals*

Wondering which Child Nutrition Program you should offer to children during the summer months? Here are some criteria to help you decide which program is better for you:

- ◆ If you operate a licensed child care center, you must keep the children in the CACFP throughout the year. You are not allowed to change to the Summer Food Service Program (SFSP). You also are not allowed to take the children from the child care center to eat at a SFSP site.
- ◆ For those of you who operate an At-Risk After-School Program, you could consider participating in the SFSP during the summer months because you are not allowed to claim meals through the CACFP during this time. There is only one exception: If the school used for area eligibility is a year-round school, then your CACFP At-Risk After-School Program is allowed to continue during the summer.
- ◆ If you are a DCFS licensed child care center and you expand your program in the summer months to a different group of children (for example, you offer programs to school age children in another part of your building), first call your DCFS representative to discuss increasing the number of children in care at your facility. Program requirements allow you to operate the SFSP if your site is located in an area where at least 50 percent of the children are receiving free and reduced-price meals in the National School Lunch Program.

If you are interested in participating in the SFSP as a sponsor, a separate application must be submitted by June 15, 2014. You must also attend one of the SFSP training workshops that will be offered in March, April, or May 2014. Workshop information, including dates, locations and times, is listed below. All participants MUST register online at http://www.isbe.net/nutrition/htmls/sfsp_training.htm, under "Workshops."

If you are interested in participating in the SFSP as a site, please contact our office for a listing of SFSP sponsors in your area.

If your facility offers both the CACFP and SFSP to children, you will be required to complete a Clarification of Participation form with your SFSP application to ensure that different children are participating in the programs.

For additional information, contact Amy Bianco or Naomi Greene in the Nutrition and Wellness Programs Division at 800-545-7892, or email abianco@isbe.net or ngreene@isbe.net.

Summer Food Service Program 2014 Workshops



- ◆ March 11, 2014 — Marion, 8 a.m.
- ◆ March 20, 2014 — Alsip, 8 a.m.
- ◆ March 26, 2014 — Fairview Heights, 8 a.m.
- ◆ April 10, 2014 — Schaumburg, 8 a.m.
- ◆ April 16, 2014 — Galesburg, 8 a.m.
- ◆ April 30, 2014 — Lisle, 8 a.m.
- ◆ May 14, 2014 — Springfield, 8 a.m.

Monthly Milk Purchase Estimate Form: Milk Substitutes



A significant number of children have food allergies or food intolerances these days. As a result, many child care centers are making accommodations for children with diet restrictions. In the Child and Adult Care Food Program, one of the trickier food accommodations to make is a substitute for milk. Per CACFP regulations, a non-dairy milk substitute must be nutritionally equivalent to fluid milk, unless the child has a disability.

We have published a number of Mealtime Minutes articles related to non-dairy milk substitutions, and we have a comprehensive [food and milk substitution training](#) available, but a question we still get regularly is how to account for the substitute milk products purchased by the center, on the [Monthly Milk Purchase Estimate \(68-50\)](#) form.

The Monthly Milk Purchase Estimate form is a tool that can be used to ensure your compliance with CACFP requirements. It can be used to plan your milk purchases and/or to ensure that you purchased enough milk during the month. You can use the form at the beginning of the month or at the end of the month, or both. Using the form is not required, but many centers find it helpful. The required method of documenting milk purchases is the maintenance of your receipts and invoices.

When completing the Milk Estimate form, you should account for all claimed children who are served milk or a non-dairy milk substitute that you purchase. Many times, non-dairy milk substitute products are sold in half gallons, not gallons. If you are used to purchasing gallons of milk, it might be difficult to differentiate the amount of non-dairy milk substitute needed from the amount of milk needed. In these cases, it may be best to complete two separate Milk Estimate forms: One form would be used to calculate the amount of milk needed; and, the second form would be used to calculate the amount of non-dairy milk substitute needed.

If the children receiving a non-dairy milk substitute require different products, it may not benefit you to use the Milk Estimate form to calculate the amount of non-dairy milk substitute needed. Maintaining an inventory log could be more useful and efficient.

TRAINING MODULE

For more information about completing the Monthly Milk Purchase Estimate form, check out our [online training](#).

Question & Answers

Q: When a facility is approved to serve meals on weekends, evenings and/or holidays, is the sponsoring organization required to monitor these meal services?

A: Yes. Sponsoring organizations must make a reasonable effort to monitor all of the meal services being claimed by its facilities.

Q: If a sponsoring organization finds serious problems at one of its centers, must they declare that facility seriously deficient (SD)?

A: No, there is no SD process for sponsored centers in the regulations. The USDA would only expect the sponsor to take appropriate action to correct the problems, such as replacing the employee who is responsible for the problem, or terminating the sponsored center's participation.

CACFP Refresher Trainings Available:

Refresher Training will highlight CACFP topics for all Center Programs, which includes determining eligibility, meal participation, meal pattern requirements, and financial documentation. Access registration online under [Upcoming Workshops](#) on the ISBE Nutrition and Wellness Division website. Trainings will be available for the following dates and locations:



- ◆ March 6, 2014 – Springfield
- ◆ April 8, 2014 – Rockford
- ◆ May 8, 2014 - Alsip

Report: Effective Strategies to Prevent Obesity in the CACFP

A new report from Nemours profiles 15 CACFP providers and sponsors across the country, showcasing different strategies being implemented to improve the nutritional quality of meals and snacks served through CACFP. The case studies range from small to large programs in rural, suburban and urban settings, in all regions of the country.

The report, *Improving Early Care Obesity Prevention*, can be read online at http://www.nemours.org/content/dam/nemours/wwwv2/filebox/about/00876_food-care-program.pdf.

Multi-Site Sponsor Tasks in WINS:

Completion of Monitoring Review Schedules

When multi-site sponsoring organizations renewed their CACFP agreement with ISBE this past fall, the Monitoring Review Schedule component of the site questionnaire in WINS was not working properly. As a result, ISBE held off on collecting your review schedule for fiscal year 2014. The Monitoring Review Schedule component is now functioning correctly.

In order to document your compliance with the monitoring requirements of a multi-site sponsoring organization, please log-in to WINS, complete the Monitoring Review Schedule in each of your site questionnaires and submit the information electronically to ISBE.

Once all site Monitoring Review Schedules have been submitted, refer back to the main dashboard. Scroll down to the Component Status Summary section and select Sponsor Review. Refer to question #8 of the Sponsor Review and Launch Review Scheduler, which will open the completed Monitoring Review Schedule for all sites under the sponsoring organization. If updates are needed throughout the year, you must make the changes on the site questionnaire.

For fiscal year 2014, you may also maintain your monitoring review schedule independently of WINS. During a review, an ISBE monitor would request to see detailed documentation of all monitoring reviews conducted by the sponsoring organization, by site. Be sure to include the date of the visit and whether it was announced or unannounced. The monitor would also request to see your plan for the remainder of the year.

Year:	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2014	2014	2014	2014	2014	2014	2014	2014
Month:	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Alices Nursery Center																		

Schedule

Multi-site sponsoring organizations must monitor all of their facilities to ensure compliance with CACFP requirements, as specified below:

- ◆ At least three reviews must be conducted each year.
- ◆ At least two of the three reviews must be unannounced each year.
- ◆ At least one of the unannounced reviews must include observation of a meal service.
- ◆ A new CACFP site must be reviewed in the first four weeks of operating the program.
- ◆ No more than six months can elapse between reviews.

Did you include all required attachments in WINS?

Upon review of multi-site sponsoring organization's questionnaires, many are missing four required documents to complete their annual application process. Did you submit all of your required attachments this year?

To check, refer to the main dashboard of your WINS application, scroll down to the *Component Status Summary* and select *Questionnaire*. Review *Document Checklist* to ensure that all four required documents are marked as received, reviewed and approved. The four required documents are:



- By-laws
- Conflict of Interest Employee Policy
- Mission Statement
- Organization Chart

If not, please submit a copy of the missing document(s) by either attaching to the questionnaire via the paperclip icon, or submitting this information via the questionnaire. Be sure to submit your questionnaire again so that the information is available for review.

Illinois Child Care Wellness Subgrant: Workshops to be held in March

If after participating in the Grant Introductory Webinar on February 20, you have decided to apply for the Illinois Child Care Wellness Team Nutrition Training Subgrant and you know your organization qualifies as a CACFP multi-site sponsoring organization where at least 90 percent or more of the enrolled children are eligible for free or reduced-priced meals, you will need to register for one of our in-person trainings, which will be posted soon on the [ISBE website](#), under *What's New?*.

Dates and locations for the subgrant workshops will be as follows:

- ◆ Thursday, March 13 — Springfield
- ◆ Wednesday, March 19 and Thursday, March 20 — Oak Lawn
- ◆ Thursday, March 27 — Marion

This session will be a three-hour, hands-on training to assist eligible sponsors in completing their subgrant proposals. Allow up to two people from each organization to attend.



Check it Out! Resources, Publications, Media Clips

Healthy Recipes Cookbook in Print

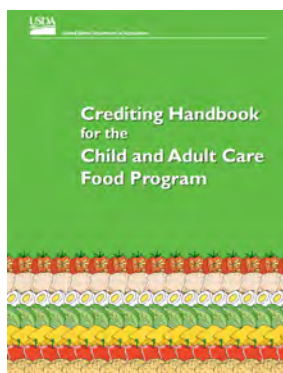
The [Recipe for Healthy Kids Cookbooks](#) are now available in print. The recipe books include a standardized version for 25, 50 and 100 serving recipes for CACFP. In addition, there is a version that can be used at home with parents and for day care homes (designed for six servings).

The recipe books were developed and tested by students as part of the Recipe for Healthy Kids national contest. They can help program operators incorporate the recommendations of the *2010 Dietary Guidelines for Americans*. Recipes include whole grains, dark green, orange and red vegetables, and legumes.

Please keep in mind that there is a supplemental [CACFP Crediting Guide](#) as the crediting information is listed for the updated NSLP/SBP meal requirements.

Program operators can order single copies on the teamnutrition.usda.gov website by clicking on the Resource Order Form.

New Crediting Handbook Available



The USDA recently released the [Crediting Handbook for the CACFP](#), which compliments the [Food Buying Guide for Child Nutrition Programs](#). This new handbook provides information on crediting foods that are commonly served in child care and at-risk afterschool facilities. It also incorporates and updates the crediting information in the previous documents, *What's in a Meal?* and *Crediting Foods in the Child and Adult Care Food Program*.

Please note that this handbook is written under the current CACFP meal patterns.

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Questions or comments? Email us at cnp@isbe.net or call 800/545-7892 or 217/782-2491

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