

Mealtimes Minutes e-Newsletter

New Reimbursement Rates for FY 2013

August 2012 Issue

The United States Department of Agriculture issued the following Child and Adult Care Food Program reimbursement rates for fiscal year 2013.

These reimbursement rates are valid from July 1, 2012 through June 30, 2013 and are for meals and snacks served in approved child care centers, outside-school-hours care centers and at-risk afterschool care centers. The reimbursement rates are also posted on our website at http://www.isbe.net/nutrition/htmls/daycare_centers.htm.

Child and Adult Care Food Program Reimbursement Rates (U.S. dollars) Effective from July 1, 2012—June 30, 2013			
	Breakfast	Lunch/Supper	Snack
Paid	.27	.27	.07
Reduced Price	1.25	2.46	.39
Free	1.55	2.86	.78

The **cash-in-lieu of commodities rate**, which is added to the reimbursement rate for every lunch and supper served under CACFP, is 22.75 cents or .2275.

Reminders / Due Dates

- Submit **July claim** by the 10th
- Keep **email addresses** current for the authorized representative and the contact person on the sponsor application
- ISBE **closed September 3rd** in honor of Labor Day

Training Opportunities

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

View them any time and as often as needed!

Smoothies Offered in Child Nutrition Programs

Food and Nutrition Service (FNS) has revised their guidance on crediting of fruit smoothies in Child Nutrition Programs. This replaces information recently posted in the April 2012 Mealtimes Minutes.

Milk and fruit can be credited in smoothies prepared by the center to meet meal pattern requirements for any meal served. Vegetables cannot be credited in a smoothie. Grains and meat/meat alternates (including yogurt) may NOT be credited when served as a beverage. The milk used in smoothies must be consistent with Child Nutrition Program guidance for the specific program and age group served. If pureed fruit is included in a smoothie, the volume of pureed fruit included can be counted as juice and limited to no more than half (50%) of the fruit/vegetable component at lunch. Pureed fruit included in a beverage may be counted as the fruit/vegetable component at breakfast. However, at snack, a smoothie is not creditable because juice and milk cannot be served at the same snack unless a third creditable component is served.

Refer to [Policy Memo](#) CACFP 17-2012 which will be available on the USDA website soon.

Question and Answer



Q: Is a meal served to a child age one or older reimbursable if the parent provides all of the food components?

A: No. To claim the meal for reimbursement, the center, at a minimum would have to provide one required meal component, and the parent would have to provide the center with a Physician's Statement for Food Substitutions (67-48) specifying that a medical reason exists.

Q: Some parents in our center want us to serve soy milk. Is it creditable?

A: Soy milk is a non-dairy milk substitute and to be able to serve and claim meals substituting soy milk for fluid cow's milk, the soy milk must be nutritionally equivalent to milk and meet the nutritional standards for milk. At this time, there are only two brands of soy milk, Pacific Ultra Soy and 8th Continent Original, that meet these requirements. The parents or guardians may request, in writing, these non-dairy milk substitutions. For additional information, refer to the [Milk and Non-Dairy Milk Substitutions Chart](#).

Multi-site Sponsoring Organizations—**New and Old**

Are you expanding your organization and thinking of adding another site to your CACFP application? Have you recently taken the lead at an existing multi-site sponsoring organization and want to know your responsibilities? That is good news! The [Fact Sheet - Responsibilities of a Multi-Site Sponsoring Organization](#) is a great resource.

Your responsibilities include completing a Budget and Management Plan each year. You must complete [Edit Checks 1 and 2](#) during the processing of each facility's Claim for Reimbursement, to ensure meal types and meal counts are accurate. You must monitor each of your facilities at least three times within the fiscal year. All institutions, regardless of their size, must conduct CACFP training for key staff from every facility, prior to beginning CACFP operations, and annually thereafter.

Regarding monitoring requirements, an additional requirement was added this year and Illinois State Board of Education (ISBE) monitors will be reviewing for all of the requirements listed below. The newest requirement is number five below, in bold, but all are equally important. This self-assessment or monitoring, ensures all facilities are operating according to the Management Plan and all other CACFP requirements. Problems found during the review must be corrected immediately. Conducting your own monitoring should eliminate violations when your institution has a CACFP Administrative Review conducted by ISBE staff. Following are the specific criteria that must be followed when conducting a review:

1. Each child care facility must be reviewed at least three times within a fiscal year, with no more than six months between each review
2. At least two of the three reviews must be unannounced or if desired, all the reviews may be unannounced
3. At least one unannounced review must observe a meal service
4. Sponsoring organizations must conduct reviews at different times of the day and on weekends, when meals are claimed
- 5. Sponsoring organizations must ensure that the timing of unannounced reviews is varied in a way that ensures that they are unpredictable to the facility**
6. Monitoring staff must complete the appropriate forms

Refer to the website for [Sponsoring Organizations](#) for more information and forms for multi-site sponsoring organizations.

Milk Analysis

Last summer we announced that a new form, the [Monthly Milk Purchase Estimate](#) (ISBE 68-50) had been developed to assist centers. The form was intended to be used at the beginning of the month to plan milk purchase needs. The form replaced the Monthly Milk Purchase Summary (ISBE 67-94) that had been in place for many years. The Milk Summary form was completed at the end of the month to compare meals claimed with milk purchased. We have heard feedback from several centers that they valued the end of month comparison.

The good news is that the Milk Estimate form can be used in the same way the Milk Summary form was used at the end of the month. This form is set-up in a way that allows for estimates or actual calculation. The instructions and wording on the form are directed at a beginning of the month estimation, however, a center could simply input actual meal count/claim figures at the end of the month and achieve an accurate comparison as well.

For example, let us say we have a facility that serves lunch to children age six weeks to twelve years. To estimate milk need for lunch at the beginning of the month, we need to estimate the number of monthly lunches served to children in the age groupings of 1-2 years, 3-5 years and 6-12 years. Notice that infants were excluded from the calculation since milk is not a required meal component for children eleven months old and younger. A reasonable way to estimate is to base the number of meals on the number of children generally in attendance for that particular meal service. So in Example 1 below, you can see that we input 25 for age 1-2, 30 for age 3-5 and 15 for age 6-12. We then input the number of days in the month meals will be served, which is 20 for all age ranges. The form calculated the total *estimated* ounces of milk needed for lunch during the month. A facility would use this information to decide how many gallons of milk to purchase during the month.

Example 1—Milk Estimate done at the beginning of the month

Age 1-2 Lunch	25	x	20	x	4	=	2000
Age 3-5 Lunch	30	x	20	x	6	=	3600
Age 6-12 Lunch	15	x	20	x	8	=	2400

Example 2 demonstrates how you can use the Milk Estimate form at the end of the month, like you used to use the old Milk Summary form. We take total meal counts for lunch, by age range, and enter those figures in column one. Then we enter a number 1 in the second column for the number of days in the month. We enter a 1 instead of 20 because by entering total meal counts, we are eliminating the need to multiply by the total days. The form calculated the total ounces of milk that should have been served to children, based on the meals claimed. You would then compare this figure to your actual milk purchases during the month and see if you purchased enough milk.

Example 2—Milk Analysis done at the end of the month

Age 1-2 Lunch	482	x	1	x	4	=	1928
Age 3-5 Lunch	536	x	1	x	6	=	3216
Age 6-12 Lunch	130	x	1	x	8	=	1040

The primary difference between the Milk Estimate form and the old Milk Summary form is that the Milk Estimate removes the age range estimation. The Milk Estimate form requires you to identify how many children you have in each age range. Since the portion size of milk differs for each of the three age ranges, you must identify the number of children in each age range in order to get an accurate calculation. For more examples, view the training [Monthly Milk Purchase Estimate training module!](#)

Pro-rating Overhead Costs

Overhead costs refer to building expenses, including rent, utilities and trash. These expenses can be charged to the food program at a specific rate only. The applicable rate is calculated by dividing the total kitchen and food storage area square footage by the facility's total square footage.

Square footage can be calculated by first measuring the length and width of a room with a tape measure. Then, multiply the length by the width to get the square footage. To calculate total building square footage, add the square footage of each room together. For more information, view the [Cash Disbursements training module](#).

Kitchen and food storage area = 10 feet long by 15 feet wide or $10 \times 15 = 150$ square feet

Total facility = 2,000 square feet

Total overhead costs for month = \$3,500

$150 / 2,000 = .08$

$.08 \times \$3,500 = \280



\$280 is the amount of overhead costs that you may charge to the food program for the month.

\$\$\$ Claims Common Cents \$\$\$

The reimbursement rates are updated by the United States Department of Agriculture every July. If you did not receive the amount of money that you had calculated for your July claim, please check which reimbursement rates you used in your calculations. The reimbursement rates are effective for July 2012 claims through June 2013 claims. Refer to the Reimbursement Rates July 1, 2012 through June 30, 2013 article for those new rates.

Weighing and Measuring Food

Weighing and measuring food is exciting and fun and extremely important for child care. Weighing and measuring food ensures that children receive the minimum portions and serving sizes for CACFP standards. Dry, liquid and weight determine the type of tool used for measuring. Dry measures do not have a lip above the fill line so the ingredients can be leveled. Liquid measures have a lip for pouring to prevent spills. For more information to use as a training tool for the children in your facilities, refer to the National Food Service Management Institute March 2011 issue of the [Mealtime Memo for Child Care](#).



Check it out! Resources, Publications, Media Clips



ILLINOIS EARLY LEARNING NEWS

[The Illinois Early Learning News](#) newsletter is part of the Illinois Early Learning Project funded through the Illinois State Board of Education. The Illinois Early

Learning Project provides reliable resources and information in response to questions that pertain to early learning facilities. Check it out.

Eating Better on a Budget

Are you curious how you can prepare healthier meals for children while staying within a budget?

The USDA has a one page tip sheet to help you achieve just that! Eating Better on a Budget has 10 tips to help you stretch your food dollars. The basics are to plan, comparison shop and think big, as in bulk and preparing large batches. You can download the tip sheet at

<http://www.choosemyplate.gov/food-groups/downloads/TenTips/DGTipsheet16EatingBetterOnABudget.pdf>.



Beans, Beans, Beans!



Beans are a great meat alternate. Beans are an excellent source of protein and fiber and are relatively inexpensive when compared to the price of meat or cheese. Consider adding one bean dish to

Bean Burrito Recipe

your lunch or supper menu each week.

Check out the bean burrito recipe at http://teammnutrition.usda.gov/Resources/all_alpha.pdf for a tasty meal!

Farm to Preschool

Farm to Preschool is an expanding family of programs throughout the country. Farm to Preschool is both an expansion of the farm to school model of programs, as well as, a standalone model with unique components, challenges and best practices. Check out the website at <http://www.farmtopreschool.org/home.html> for more information and great ideas!



Mealtime Minutes Listserv

To receive the Mealtime Minutes e-Newsletter, email mtm@list.isbe.net and type only the email address to be added, in the message section. A confirmation will be sent to the email address provided. Staff listed as the authorized representative and contact person are already on the Mealtime Minutes Listserv. For questions regarding Listserv, please email cnp@isbe.net

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

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