OSPI Child and Adult Care Food Program (CACFP) Reference Sheet

At-Risk Afterschool Meals: Community-Based Sponsors

The At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP) offers federal funding to afterschool programs that serve a meal or snack to children in low-income areas.

Requirements

- The location of the site must be area eligible.
- Meals and snacks are reimbursed at the "Free" rate.
- The At-Risk Afterschool Meals Program is only available during the school year.
- Meals and snacks may be reimbursed if they are served on "non-school days" (weekends, holidays, vacation periods) if these non-school days occur during the school year.
- Meals served must meet CACFP Meal Pattern and minimum portion sizes based on age.
- Snacks must contain two of the five components
    - Milk
    - Meat/Meat Alternate
    - Vegetable
    - Fruit
    - Grains
- The serving time of meals may depend on the day.
    - School days: only after the end of the child's school day; one meal and/or one snack.
    - Non-school days: one meal and/or one snack.
- There are no Federal licensing requirements, but state and local health and safety standards must be met.
- Organizations choosing to purchase meals from another organization must have an annual food service agreement.
- United States Department of Agriculture (USDA) Civil Rights requirements must be followed.
- Sponsors of multiple sites must review each At-Risk site three times per year. The first review of a new site must be conducted during the first four weeks of operation.

Record Keeping

Meal Claiming

- Daily attendance rosters/sign in sheets.
- Point of Service meal count records (separate from attendance).
- Menus for all meals demonstrating meal pattern requirements are met.
- Supporting documentation for menus must be maintained.
    - Keep labels for foods requiring documentation to demonstrate creditability and/or how it contributes to the meal pattern.
- Vended Meals: number of meals prepared and delivered.

Fiscal Management

- Copies of invoices, receipts, or other records required to document costs.
- Copies of all claims submitted to OSPI.
- Receipts from all program payments received from OSPI.
- If applicable, information concerning dates and amount of disbursement to sponsored centers.

Reference

- 7 CFR 226
- CACFP 15-2012 Health Safety Standards Outside-School-Hours-Care Centers
- CACFP 08-2012 The At-Risk Afterschool Meals Component of the CACFP | Food and Nutrition Administration

Resources

- On-Site Review Form
- Meal Count / Menu Record
- USDA At-Risk Website
- CACFP At-Risk Afterschool Meals Guide | Food and Nutrition Administration

Acronym Reference

- CACFP – Child and Adult Care Food Program
- CNS – Child Nutrition Services
- OSPI – Office of Superintendent of Public Instruction
- USDA – United States Department of Agriculture