

# Monthly Update



## Child & Adult Care Food Program

December 13, 2024

*Distributed to CACFP Authorized Representatives and Home Sponsors via Listserv  
As posted at <https://cnw.ksde.org>, CACFP, CACFP Monthly Updates*

### Town Hall Thursday at 2

The December 19<sup>th</sup> Town Hall has been cancelled. Make plans to join CNW for the January Town Hall on January 9<sup>th</sup> at 2 PM.

### Child Care Centers – Claim Update

CACFP Center Claims will be processed only three times this month with Tuesday, December 17, 2024, being the final time for this calendar year. In January 2025, CACFP Center Claims will resume being posted typically the first four Tuesdays of each month.

### Home Sponsors Only – Important Claim Reminder

November Provider Claims are due to KSDE by 3:00 PM on December 16.

### Updated CACFP Forms

The following template forms have been updated in the CACFP Administrative Handbook and can be found at: <https://cnw.ksde.org>, CACFP, CACFP Administrative Handbook.

- Annual Civil Rights Training Documentation – Chapter 6
- Civil Rights Complaint Form – Chapter 6
- Daily Attendance and Meal Count Roster Forms – Chapter 10
- For-Profit Qualification Summary Forms – Chapter 12

### Training Opportunities

Many opportunities for learning are available to CACFP sponsors. Go to <https://cnw.ksde.org>, Training, CNW Calendar to access the schedule of live virtual classes with dates, times, and Zoom links. Upcoming trainings include:

- **Meal Modification Basics** on January 14 from 2-3 PM
- **Food Safety Basics** on January 15 from 2-5 PM
- **Procurement 101: The Basics** on January 22 from 2-3 PM

Food Safety Basics will not be offered via Zoom in December, but KSDE will resume offering it on the third Wednesday of each month in 2025. As a reminder, it is available 24/7 on the KSDE Training Portal under Child Nutrition & Wellness: General Classes.

Training is offered 24/7 on the KSDE Training Portal. Create an account at <https://learning.ksde.org>. For detailed instructions on creating an account, go to <https://cnw.ksde.org>, Training. **New to the portal.** Two new tutorials are now available under Child Nutrition & Wellness Tutorials, CACFP Tutorials: CACFP For-Profit Qualification Documentation (30 min) and Child Nutrition (CN) Labels (10 min).

If you would like to schedule an in-service, culinary coach session, or have questions about professional development, contact Holly Steinlage at [hsteinlage@ksde.org](mailto:hsteinlage@ksde.org).



### **Culinary Coaches – NEW Training Program!**

KSDE Child Nutrition & Wellness is excited to be launching a Culinary Coaches Program in PY 2025! This training opportunity allows sponsors to request in-person, hands-on culinary training conducted at their site. The sessions will be led by trained culinary coaches and will focus on developing culinary skills that will better enable child nutrition program sponsors to prepare scratch and speed scratch recipes. If interested in the culinary coaches training, please contact Holly Steinlage at [hsteinlage@ksde.org](mailto:hsteinlage@ksde.org).

### **Fiscal Year 2025 USDA Patrick Leahy Farm to School Grant**

The Fiscal Year 2025 [USDA Patrick Leahy Farm to School Grant](#) Request for Applications (RFA) is now available! Applications are due by 11:59 pm ET on January 10, 2025. Schools and school districts, CACFP and Summer sponsors, Indian tribal organizations, State agencies, local agencies, non-profit organizations, and agricultural producers are encouraged to apply. Applicants may apply for grants of up to \$100,000 in one of the five grant tracks. State agencies, Indian tribal organizations, or other eligible organizations proposing projects that are multi-state or national in scope may apply for up to \$500,000. RFAs by desired grant track:

- Implementation: <https://grants.gov/search-results-detail/356877>
- Turnkey: <https://grants.gov/search-results-detail/356876>
- State Agency: <https://grants.gov/search-results-detail/356878>

Be sure to visit the [applicant resources page](#) for more helpful resources, including links to webinars that provide specific assistance on applying for a Farm to School Grant.

### **Harvest of the Month Resources are available for 2025**

A reminder that Harvest of the Month materials are available now on CNW's website under [Farm to Plate, What's New](#). Materials include Pre-K through 5<sup>th</sup> grade curriculum, poster and sticker graphics, newsletters, social media graphics and more. January's Harvest of the Month is Beef! Show how you're showcasing beef in menus by using the hashtag #fuelingkids.

### **Sending warm holiday wishes to everyone!**

## The CNW Team



For more information, contact:

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