Evergreen Child Care Food Program

3850 Wilshire Blvd. Suite 210 Los Angeles, CA 90010
Tel. 213-380-3850/5345 Fax. 213-380-9050
E-mail: joinecci@gmail.com

September 2019 Newsletter

CALENDAR OF EVENTS

09/01/2019 – Mandatory Annual Workshop will be available in our website.

09/02/2019 – Our office will be closed In observance of Labor Day. Meals on this holiday are not subject for reimbursement.

09/09/2019 – 2019-2020 Enrollment Renewal Reports will be mailed to providers claiming on scannable forms (Online providers must print theirs from KidKare)

09/27/2019 – Last day to submit the 2019-2020 Enrollment Renewal Report and the Annual Training Answer Sheet.

EVERGREEN CHILD CARE, INC.
2019 CACFP Provider Annual Training

THE MANDATORY ANNUAL TRAINING IS NOW AVAILABLE ONLINE (REQUIRED FOR ALL PROVIDERS):

It's that time of the year again. The annual MANDATORY workshop is here. The training is available in our website under the **Annual Training Tab**. http://www.evergreencacfp.org/training

This year there will not be a video, providers will be reading the published training material and need to answer the 20 questions that are listed throughout the reading material. Providers must answer the questions in the provided answer sheet (please print the answer sheet before beginning to read the training material). The answer sheet will also be available under the Annual Training Tab, titled as Answer Sheet.

Please be advised, the answer sheets are due by no later than

Friday, September 27, 2019

Providers must answer all the answers correct in order to receive credit for this year's workshop. Failure to complete the annual training is grounds for Serious Deficiency.

2019-2020 ENROLLMENT RENEWALS :

Providers are required to renew each child's application every year in September, through the Enrollment Renewal Report generated by us (Report name: **Enrollment Renewal Report 10/01/2019-09/30/2020**). The report will include information of each child enrolled in your daycare and requires the signature of each parent/guardian in order for us to renew your daycare children's enrollment as of October 1st, 2019.

Online providers must PRINT their Enrollment Renewal (A message was sent on 09/04/19 to online providers through KidKare's messaging system)

To access and print your Enrollment Renewal login to your KidKare account and do the following:

- On the side tool bar click on REPORTS
- On the 1st drop down menu click on WORKSHEET
- On the 2nd drop down menu click on ENROLLMENT RENEWAL WORKSHEET
- On the 3rd window, you MUST select OCTOBER 2019
- Click on RUN to generate your report (the report generates in the bottom left corner of your screen
- Print and complete ALL the pages

The Enrollment Renewal Reports need to be submitted to our agency by no later than:

Friday, September 27, 2019

Providers claiming on scannable forms:

Evergreen will be mailing the Enrollment Renewal Reports and further instructions to aproviders claiming manually in the second week of September. The Enrollment Renewal Reports need to be submitted to our agency by no later than:

Friday, September 27, 2019

MEAL BENEFIT FORMS:
Meal Benefit Forms are now **past due**, but you may still submit it if you missed the due date. Meal Benefit Forms are not applicable to everyone, only for providers who:

- Want to claim and/or continue to claim **their own children** (biological/adopted)

- Want to claim their foster child(ren), who live in the provider's residence

- Are in Tier 2, applying for Tier 1 rates

For those providers who fall in the categories listed above, the Meal Benefit Form needs to be updated yearly in the month of August. The Meal Benefit Form has been uploaded to our website under the forms tab (Titled- **Meal Benefit Form (Day Care Homes)**)

FOSTER CHILDREN: Require their own Meal Benefit Form. Therefore, please submit one Meal Benefit Form per foster child. Also, provider's household income (Part 3) is **not required** to be completed when applying for eligibility for foster children.

Any providers who wish to apply/reapply for eligibility must submit the completed Meal Benefit Form as soon as possible.

Happy Birthday
Evergreen Providers!

Naira Aghavelyan

Phyllis Anka

Senik Avetisyan

Brenda Broome

Randi Colar

Guia Jean De Luna

Susan Garcia

Shlomit Hayun

Cheryl Howard

Farzaneh Javadi

Rosa Lara

Johana Legazpi

Ana Maria Lopez

Maria Olid

Valerie Rendon

Mirian Taura

Patricia Thompkins

Hye Ran Yun