



Evergreen Child Care Food Program

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August 2020

Newsletter

CALENDAR OF EVENTS

08/28/2020 – Last day to submit provider Meal Benefit Forms.

09/01/2020 – Mandatory Annual Workshop will be available in our website.

09/01/2020 – 2020-2021 Enrollment Renewal Reports will be e-mailed to providers claiming on scannable forms. Providers claiming on KidKare will be able to generate the report from KidKare (see page 2 for instructions).

09/25/2020 – Last day to submit the 2020-2021 Enrollment Renewal Report and the Annual Training Answer Sheet.

MEAL BENEFIT FORMS

As a reminder, any 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 this month of August for 2020-2021. 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 for eligibility must submit the completed Meal Benefit Form by:

Friday, August 28, 2020

ONLINE MANDATORY ANNUAL TRAINING (ALL PROVIDERS)

It's that time of the year again. The annual MANDATORY workshop is coming. This year's annual training will be online and available via our website (Annual Training tab) on,

September 1, 2020.

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, which will also be available under the Annual Training Tab.

Please be advised, the answers sheets are due no later than

Friday, September 25, 2020

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.

2020-2021 ENROLLMENT RENEWAL (FOR ALL PROVIDERS)

All providers are required to renew each child's application every year in September, through the Enrollment Renewal Report (Report name: **Enrollment Renewal Report 10/01/2020-**

09/30/2021). 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, 2020.

- **Providers claiming on KidKare:** Evergreen will send you a message on KidKare with the instructions and will also have the instructions available in our upcoming newsletter. Providers cannot print this report until the month of September.
- **Providers claiming on scannable forms:** Evergreen will be e-mailing the Enrollment Renewal Reports and instructions in the first week of September.

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

Friday, September 25, 2020

2020-2021 CACFP REIMBURSEMENT RATES

We have good news! The 2020-2021 reimbursement rates have increased. The following chart reflects the annual adjustment reimbursement rates in the Child and Adult Care Food Program (CACFP) for State Fiscal Year 2020–2021. Included are the federal rates for Tier 1 and Tier 2 established by the U.S. Department of Agriculture (USDA) for the CACFP.

Day Care Homes (Child Care Only) Federal Reimbursement
Effective July 1, 2020 through June 30, 2021

	Breakfast	Lunch	Dinner	Snacks
Tier I	\$1.39	\$2.61	\$2.61	\$0.78
Tier II	\$0.50	\$1.58	\$1.58	\$0.21

CLAIM SUMMARY AND ERRORS REPORT

Given the current circumstances and the CACFP granting meal service time waivers (where providers can pick any time to serve their meals and do not need to have 2 hour spacing between meals), many providers have updated their meal times. However, the software that processes the meal clams is not programmed to allow less than two hour spacing's between meals. For this reason we kept the providers regular times on our system and noted their temporary meal schedules on our records. If by us not updating your temporary schedule on our system causes meal disallowances, please contact us immediately to receive credit.

How to access your Claim Summary and Errors Report

Providers claiming on scannable forms: ECCL usually mails your report on the second week of the month.

Providers claiming online through KidKare: There is a **NEW** and faster way to access your report. You may now access it by clicking on Food Program>View Claims> Click on the **BLUE** button that says **Print Claim Summary**.

The screenshot shows the KidKare by Minute Menu web application. On the left is a sidebar menu with options: Home, eForms, Meals, Food Program, Send to Sponsor, View Claims, Calendar, Check in/Out, Reports, Accounting, Messages, Get Help, and Logout. The 'Food Program' and 'View Claims' items are circled in green and orange respectively, with a green arrow pointing from 'Food Program' to 'View Claims'. The main content area shows a breadcrumb trail 'Food Program > View Claims' and a date selector for 'February 2020'. Below this is a table with meal types and their counts for Tier 1. To the right of the table is a summary section with fields for 'Sent to sponsor', 'Processed', 'Sent to state', 'Paid', 'Total State \$', and 'Total Federal \$'. A large yellow arrow points from the table area to a blue button labeled 'Print Claim Summary'.

Meals	Tier 1
Breakfast	0
AM Snack	0
Lunch	0
PM Snack	0
Dinner	0
Eve. Snack	0

Sent to sponsor 04/30/2020

Processed

Sent to state

Paid

Total State \$ \$0.00

Total Federal \$ \$0.00

[Print Claim Summary](#)

Happy Birthday *Evergreen Providers!*

Albertina Torrico

Jasmine Green-Simmons

Alma Kim

Debra Wells

Hye Kyung Oh Park

Lourdes Duarte

Yolanda Sandoval

Mi Sook Rhee

Joanne Zorrilla

Ye Boon Chae

Toni Hayes

Gloria Arango

Suetonius Carrera

Scherie Vance

Zhanneta Peresechanskaya

Alenoosh Alexandy

Elvira Zamora

Cha Lee

Elsa Oxlaj

Arman Igithkanyan

Yana Grigorieva

Lauri-Jo Brannon

Diane Gillett

Silvia Bahena

Ani Gharibian

Joeslyne Flores-Ochoa

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(1) mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.



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