

Evergreen Child Care Inc.

Nutrition Program

Newsletter

January 2021

CALENDAR OF EVENTS

01/06/2021 – November 2020 Reimbursement Disbursement.

01/18/2021– ECCI office will be closed in observance of Martin Luther King Day. Meals on this holiday are not subject for reimbursement.

REIMBURSEMENT REMINDER

The November 2020 Federal reimbursement was disbursed if your claim was submitted on time.

Manual Claiming Providers: All January claim forms must be submitted by no later than February 5, 2021. If documents are submitted anytime later, meal claims will be considered a late (adjustment) claim.



MAJOR HOLIDAYS (2021):

The following major holidays are NOT eligible for meal reimbursement:

- NEW YEAR'S DAY 01/01/21
- MARTIN LUTHER KING JR. DAY 01/18/21
- PRESIDENTS' DAY 02/15/21
- MEMORIAL DAY 05/31/21
- INDEPENDENCE DAY 07/04/21
- LABOR DAY 09/06/21
- VETERANS DAY 11/11/21
- THANKSGIVING DAY 11/25/21
- CHRISTMAS DAY 12/25/21

**** If you have a holiday closure lists, please provide it to our agency ahead of time. Also, as part of ECCI's Call-in policy, if the holiday falls on a weekend, please call us ahead of time to let us know what weekday you will be observing the holiday (if applicable) ****

TAX REPORT

It's that time again! Tax season is upon us. Here are instructions on obtaining your 2020 Tax report:

- **For providers claiming on KidKare:** Under **REPORTS**>select a category>**CLAIM STATEMENTS**>select a report>**TAX REPORT**>select a year>**2020**>then click **RUN**
- **For providers claiming on scannable forms:** Please contact us at the office and request your 2020 tax report. We are open Monday-Friday (8:30am-5:00pm).

SCANNABLE FORMS WILL NO LONGER BE AVAILABLE AS OF -MAY 2021-



As of May 2021 the scannable forms claim method will no longer be available. Providers claiming on scannable forms are required to attend our online training session (available in English & Spanish). The training session is expected to last no more than an hour.

English Training Session– Saturday, April 10, 2021 at 9:30 AM.

Spanish Training Session– Saturday, April 17 at 9:30 AM

Providers claiming on scannable forms should have received a zoom meeting invitation on 01/13/21 by email. We will send the invitation again a week prior to the training date. If you have not received the zoom meeting invitation in your email, please contact us immediately.

We are excited to teach you & make your CACFP daily record keeping a breeze!

Happy Birthday *Evergreen Providers!*

Rita Collins

Brenda De Leon

Yesmin Escalante

Maria Garcia

Hana Hwang

Ilhama Isgandarova

Teresa Jacobo Ramirez

Mary Huei-Chung Jaw

Maria Pabla Jimenez

Ericka Joseph

Audrey Kim

Dalvanice Lacerda

Yehudit Maouda

Maria Michea

Felipa Pacheco Melchor

Amanda Quintanilla

Aurora Porsche Reyes

Myra Shepherd

Eun Ja Song

Josefa Vasquez

Vicky Williams

Jeanne Yu

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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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