



WECA CACFP Provider Memo March 2009

20 years with WECA CACFP during March

Congratulations on 20 years with the WECA Food Program! Thank you for your continued support of WECA CACFP, for your dedication to Wisconsin's children, and to the principles of good nutrition.

Beverly Thon

15 years with WECA CACFP in March

Congratulations on your 15th anniversary with WECA CACFP! Thank you for your continued dedication to the children of Wisconsin.

Lori Ann Taggart

Lose the "wait" with direct deposit

Choose direct deposit for your CACFP reimbursement checks. No longer will you *wait* for the mail to arrive. No longer will you *wait* in line at the bank.

Go to www.wecanaeyc.org. Click on Food Program, Downloads, Downloadable Forms. Select and print the Direct Deposit Enrollment and the Direct Deposit Instructions.

Note: You must have Internet access. You will be responsible for downloading your own claim summary, Provider Memo and Child Information Form, because these will no longer be mailed to you.

Complete the enrollment form and submit to WECA CACFP with a voided check. Be sure to keep copies of the instructions and enrollment form for your records [2/2].



Anyone can apply for tier one at any time

You may be eligible for tier one, the higher rate of reimbursement, if your household circumstances change.

Do you receive the lower rates for children in care? Day care parents may also become eligible for tier one if their household situations change.

Applications are available on the WECA website or from your area coordinator. Call Mary T. at 800-783-9322, ext. 7246, with questions, or to have forms mailed to you. [2/2]

School-age care in March

Remember to document school-age care for children six and older who are present at morning snack or lunch on a normal school day. Tell us who, when and why.

Please contact your area coordinator with any questions. [1/1]



March 15-21 is National CACFP Week

We celebrate you!

The WECA food program thanks you for your continued efforts to insure that children all over Wisconsin receive nutritious meals and snacks while in your care.

Last year, WECA CACFP served over 25,000 Wisconsin children.

Healthy eating habits start young. Because of your influence, Wisconsin's children develop nutritious eating patterns that can last throughout their lifetimes. [1/1]

Help yourself succeed during tough times

As the economy slows down, many parents may be laid off. They may care for their own children, reducing demand for your child care services. Some may offer child care in their own homes. The demand for child care will decrease, but the supply of child care will increase.

Go to www.resourcesforchildcaring.org for "How to Promote Your Business During a Recession." Click on For Child Care Providers, The Business of Child Care, Marketing, All Materials, Articles. [1/2]

SHARE Wisconsin food-buying club

SHARE Wisconsin is a nonprofit food-buying club with a volunteer-run, community-based distribution system. The organization states it can save you 30-50 percent over grocery store prices.

Distribution sites are located in many Wisconsin communities. Quest or Link FoodShare cards are accepted. And food orders can be placed online! Visit www.sharewi.org or call 800-548-2124. [1/2]

2009 CACFP training – that's peachy

Annual training is a CACFP requirement. This year, your area coordinator will distribute your peach-colored training packet at a home visit.

For 2009, resolve to complete your training right away. Then file it in your record keeping binder for your area coordinator's next home visit. [1/2]



The parent/guardian of each child in care must complete and sign the Child Enrollment Form for his/her own child.

It is your responsibility to review the information on each Child Enrollment Form before you sign it and send to the WECA CACFP office.

The circles on each form must be filled in accurately and completely with number 2 pencil (not pen), so you don't lose reimbursement for affected child(ren). Forms are scanned into our computer; the scanner reads only the filled-in circles. It does not read what is written on the form.

If you have questions, please contact your area coordinator. [1/2]

Child Enrollment Forms

How to drop a child from care

To remove a child's name from your "green sheet," write the child's last day in care in the column to the right of the child's name.

Wait 60 days after you last claimed the child, and don't re-use that identification number until the line is blank, or you could lose reimbursement.

If you claim online with cacfp.netTM, use the Online Forms link located under "What would you like to do?" Complete the Updates to Child Information form (for up to five children at the same time), scroll down, and click on Send.

To drop a child if you claim online with C-K KidsTM, enter the information in the Claim Notes section under the Meal Counts tab. [2/2]

Infant Age Chart on the WECA website

If you care for infants and have trouble deciding when to move them to the next age category on your scanned forms, check out the Infant Age Chart on the WECA website.

Go to www.wecanaeyc.org, click on Food Program, Downloads, Downloadable Forms and select Infant Age Chart.

Remember that you must submit a completed *Parent/Provider Formula Agreement* for each infant, including your own. [1/1]