



MEMORANDUM

TO: ALL CHILD NUTRITION PROGRAMS
FROM: DCCECE / HNU
DATE: April 16, 2020
SUBJECT: Multi-Day Meal Distribution for CACFP, CACFP At-Risk and SFSP during COVID-19 State Guidance

This is an important notice regarding the recent USDA Memo SP14-2020, CACFP 08-120, SFSP 07-2020, Child Nutrition Program Meal Service during Novel Coronavirus Outbreaks: Questions and Answers #3

Multi-Day Meal Distribution for CACFP, CACFP At-Risk and SFSP during COVID-19

Per the Meal Service Time Nationwide Waiver State Agency may waive mealtime service requirements. Program Sponsors may determine if there is a need and it is logistically feasible to do multi day meal distribution at their sight, it may do so with State Agency Approval and adherence to all Federal confidentially requirements.

Sponsors that have been approved to operate under the COVID-19 Grab & Go Waiver may participate in the Multi-Day Meal Distribution by completing the following steps:

- 1) "New" Public Notice for At-Risk and SFSP Sponsors with new serving dates and times of distribution must be uploaded into the SNP system and emailed to the following individuals for approval:
Thomas Sheppard, Thomas.Sheppard@dhs.arkansas.gov
Pamela Burton, Pamela.Burton.DCCECE@dhs.arkansas.gov
Rhonda Betzner, Rhonda.Betzner@dhs.arkansas.gov
Perry Hunter, Perry.Hunter@dhs.arkansas.gov
- 2) "New" Public Notice must be advertised in the community for 48-hours before starting the new distribution process.
- 3) CACFP Child and Adult care programs must notify enrolled families of their "New" meal distribution process by electronic or written letter with a 48-hour notification of new process start date. Letter must be uploaded in the SNP system.
- 4) Sponsors must have an APPROVED COVID-19 Grab & Go Waiver before participating in the Multi-Day Meal Distribution option.

Multi-Day Meal Distribution to Children or Adults may consist of no more than 5-days' worth of meals and must have the following items:

- 1) Meet all regulatory meal pattern requirements. If a component is missing from a meal box to fully complete the reimbursable meal pattern requirement, the entire meal for that day will not be claimable.
- 2) A detailed menu with a list of the days of the week will be in the box stating what items are to be eaten with what meals on what days (example. Monday: Breakfast: 2 oz blueberry muffin, 4 oz cup of diced peaches and 8 oz of 1% white milk).

- 3) If preparation is needed to prepare the meal, printed directions are to be placed in the box with meals. Sponsors should ensure that only minimal preparation is required, and that food is not provided as ingredients for recipes that require chopping, mixing, baking, etc.
- 4) All required documentation of meals served required to still be maintained (menus, daily meal production records, temperature logs, etc.)

This waiver is effective immediately and remains in effect until June 30, 2020 or until expiration of the federally declared public health emergency, whichever is earlier.

Please keep this memo on file for quick and easy reference. A copy is also available on the resource library under HNP Mass Alerts and COVID-19 References. If you have any questions regarding this memo, please contact your Program Coordinator at: 501-682-8869.