



Division of Child Care and Early Childhood Education



P.O. Box 1437, Slot S140 · Little Rock, AR 72203-1437
501-682-8590 · Fax: 501-683-6060 · TDD: 501-682-1550

MEMORANDUM

TO: ALL 2020 CACFP PARTICIPANTS
FROM: DCCECE / HNU
DATE: SEPTEMBER 30, 2019
SUBJECT: 2020 CACFP APPLICATION DEADLINE TODAY

The following is an urgent notice regarding the 2020 Child and Adult Care Food Program:

The deadline is **TODAY** by close of business. Any application that is submitted after the deadline may result in a laps of meal reimbursements.

Currently there are almost 100 applications in Pending Submission. **If your application is still in pending submission at close of business on September 30, 2019 your application will not be approved in time.** In order to get your application to Pending Approval you must successfully click on the **"Certify and Submit Application to SNP"** button at the bottom of your application checklist. If successful, you will receive an alert that your application has been successfully submitted to SNP. Your application status will change to "Pending Approval" and at the bottom of your checklist there will the date and time that you submitted your application.

Please check the status of your application immediately. If your application is "Approved/Amended" you have completed the application process and you are ready to continue with your claims for 2020. If your application is in "Pending Approval" your application will be reviewed for approval. **If your application is in "Pending Submission" your application has not even reached the point to being reviewed. You run the risk of not having your application approved in time.**

Time is running out for those who have not submitted their 2020 CACFP application. Failure to submit your application in a timely manner may result in laps of meal reimbursements

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