



Child and Adult Care Food Program (CACFP)
Kentucky Department of Education
Division of School and Community Nutrition
502-564-5625

CACFP reimburses childcare centers, adult daycares, head starts, family daycare homes, emergency shelters and at-risk programs to provide healthy meals for over seventy thousand Kentuckians. CACFP contributes to the wellness, healthy growth, and development of young children, as well as the health and wellness of older adults and chronically impaired disabled persons, by providing institutions monetary reimbursement for serving healthy meals. This USDA program, administered by the Kentucky Department of Education, is also a beacon for teaching the principles of good nutrition throughout the state.

How to Become a Sponsor

To become a CACFP Sponsor, contact the Division of School and Community Nutrition at 502-564-5625 or via email at scncacfpgeneral@education.ky.gov. The Introductory and Registration Packet will be emailed along with detailed instructions to submit the documentation to the State Agency for review. Federal regulations require that all new centers prove financial viability and administrative capability. Once approved, a staff member will contact you to schedule an on-site visit. During this visit, you will be trained on all program requirements.

All Registered, Certified or Licensed home daycares may participate in CACFP under an approved Family Day Care Home Sponsoring Organization. You may contact the State Agency at 502-564-5625 or via email at scncacfpgeneral@education.ky.gov for a list of Sponsoring Organizations within your area.

If you operate an independent center, you also have the option of participating in CACFP under an approved Sponsoring Organization. You may contact the State Agency at 502-564-5625 or via email at scncacfpgeneral@education.ky.gov for a list of Sponsoring Organizations within your area.

How CACFP Works

CACFP is administered at the federal level by the Food and Nutrition Service (FNS), an agency of the United States Department of Agriculture (USDA). FNS provides overall program policy and publishes regulations and payment rates. The Kentucky Department of Education (KDE), Division of School and Community Nutrition (DSCN) administers CACFP within Kentucky.

CACFP reimburses approved sponsors for meals served that meet the Federal Nutritional Meal Pattern guidelines. Sponsors receive reimbursements from KDE based on the number of qualifying meals served. All eligible meals served to eligible children and/or adults are reimbursed based on rate guidelines issued by the USDA annually.

Who Can Be a Sponsor

- For Profit Organizations
- Non Profit Organizations

Role of a Sponsor

- Attend the State Agency's Mandatory Annual Training
- Maintain required documentation
- Prepare claims for reimbursement
- Hire, train and supervise staff and/or volunteers
- Arrange for meals to be prepared or delivered
- Follow Food Safety and Sanitation Standards

Serving Meals

As a CACFP Sponsor you may prepare the meals, purchase meals through an agreement with a local school or contract with a caterer. All meals must meet the Federal Nutrition Meal Pattern Guidelines.