



**Philadelphia Child Care Center New CACFP Sponsor
Coaching Program (West/Southwest Pilot)
Frequently Asked Questions**

Are you a licensed Child Care Center in Philadelphia Zipcodes 19104, 19139, 19143, 19131, 19151, 19142, and 19153 who would like to serve nutritious meals and receive reimbursements through the Child and Adult Care Program (CACFP)? Have you heard of the Child and Adult Care Food Program (CACFP) but are unsure of navigating program requirements, eligibility, paperwork, and the application process? Apply for coaching assistance to become a newly enrolled sponsor of CACFP and receive flexible grants of up to \$10,000 to support your implementation of the program.

Applications will be available on June 17, 2022, and due on June 30, 2022. Interested applicants should review the FAQ and apply here.

How can I apply?

All applications are online at [PHL New CACFP Sponsor Coaching Program Application](#)

Can an organization with more than one site apply for coaching?

Yes, but only one child care center will be selected for the coaching program and must be located in the target zip codes

Is this award round just open to Child Care Centers? What about Family and Group Homes?

This round of applications is just open to childcare centers.

How many child care centers will be selected?

There is funding available to select 18 child care centers in this round of applications.

How will award decisions be made?

Applications will be reviewed for meeting eligibility requirements and according to the following priority considerations:

- Centers serving a high proportion of children receiving subsidies such as CCW, PHLpreK, PreK Counts, Head Start
- Centers with a licensed capacity of 30 to 100 children

How can I receive the grant funding?

Selected applicants who actively participate in ongoing coaching will be eligible for grant awards.

As a Federal Program CACFP has robust administrative requirements and we are here to help. In this Coaching application you will be asked to acknowledge some of these requirements, which can be reviewed here:



- I understand that as a Potential New CACFP Sponsor I must commit to submitting all approved documents within ninety (90) days of beginning the application process.
- I understand that as a Potential New CACFP Sponsor I must successfully complete online training and submit certificate numbers, with the preliminary paper application packet.
- I understand that as a Potential New CACFP Sponsor I must also attend New Sponsor training prior to electronic application packet approval.
- I understand the CACFP Sponsor Application and Site Information must be renewed annually by the sponsor and updated as frequently as necessary to ensure the information contained in the Sponsor Application and Site Information is accurate and up to date.
- I understand The CACFP Sponsor Application and Site Information must be approved by the Pennsylvania Department of Education, and that completion of this coaching program does not ensure approval as a CACFP sponsor.
- I understand as a Potential New CACFP Sponsor this institution must be administratively capable. Appropriate and effective management practices must be in effect to ensure the CACFP operates in accordance with this standard. Institutions must have internal controls and other management systems in effect to ensure administrative capability and fiscal accountability and to ensure the CACFP will operate in accordance with program requirements.
- I understand as a Potential New Sponsor I must participate in Civil rights training.
- I understand as a Potential New CACFP Sponsor appropriate and effective management practices must be in effect to ensure the CACFP operates in accordance with this standard.
- I understand as a Potential New CACFP Sponsor this institution must have internal controls and other management systems in effect to ensure administrative capability and fiscal accountability and to ensure the CACFP will operate in accordance with program requirements.
- I certify that the owner, administrator, manager, or Chair of the board responsible for CACFP has not been disqualified from the CACFP program
- I understand as a Potential New Sponsor I am responsible for reflecting the USDA Nondiscrimination Statement on vital program documents and materials. Vital program documents and materials are used or seen by Food Nutrition Service (FNS) program applicants and participants and may include, but are not limited to: applications, eligibility/ineligibility notices, adverse action notices, the program home web page, etc.
- I understand as a Potential New Sponsor I am responsible for the final administrative and financial responsibility for the management of a proper, efficient, and effective food service operation in each school, summer feeding site, and/or child and/or adult care facility operated or sponsored by Sponsor. This responsibility includes any audit exceptions or payment deficiency in the Program covered by this Agreement, and all sub-contracts hereunder, which are found after monitoring or auditing by USDA, PDE, or auditors. The sponsor will be responsible for the collections and payback of any amount paid in excess of the proper claim amount.
- I understand as a Potential New Sponsor I agree that for each participating site under its jurisdiction, I will conduct the Programs in accordance with State and Federal regulations, and specifically, will conform to the following requirements in the conduct of each Program (unless the requirement is restricted to a particular Program)
- I acknowledge that the Pennsylvania Department of Education (PDE) may conduct unannounced visits and unannounced administrative reviews at this institution at any time and all information must be available upon request.