



State of New Jersey

DEPARTMENT OF AGRICULTURE
33 West State Street 4th Floor
PO Box 334
TRENTON NJ 08625-0334

JON S. CORZINE
Governor

DOUGLAS H. FISHER
Secretary

August 2009

TO: FAMILY DAY CARE PROGRAM SPONSORING ORGANIZATIONS

FROM: Carrie I. Freeman-Wright, Assistant Coordinator
Child and Adult Care Food Programs
Bureau of Child Nutrition Programs

SUBJECT: FDC Memo #09-15 – FAMILY DAY CARE SPONSOR TRAINING

The Child and Adult Care Food Program (CACFP) will be conducting a training session for Family Day Care Food Program Sponsoring Organizations on Friday, September 25, 2009. The training is designed to update existing sponsors in the areas of application approval, administration, monitoring requirements, which includes recordkeeping, seriously deficient determinations, corrective actions, suspension, termination and disqualification of family day care homes.

You may choose to bring a bag lunch since the session will run from 9:30 am to 4:00 pm with a 45-minute break for lunch. The session is limited and reservations are accepted on a first-come first-serve basis. We strongly encourage you to have staff responsible for monitoring, and the day-to-day oversight of the CACFP attends this training.

Call Margaret Hughes at (609) 984-1250 to make a reservation; specify who will be attending each session. **The deadline for reservations is September 23, 2009.**

Location:	Human Service Facility 795 Woodlane Road Westampton, NJ 08060
Time:	9:00 – 9:30 am - Registration 9:30 am - Workshop

IMPORTANT!

Directions to the location of the workshop are enclosed. We strongly recommend that you allow sufficient time for traffic and parking so that late arrivals will not unsettle the group.

Ciw FDC 2009 Sponsor Training Memo