



State of New Jersey

DEPARTMENT OF AGRICULTURE
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June 2012

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 #12 - 6 – FAMILY DAY CARE FOOD PROGRAM SPONSOR TRAINING**

The Child and Adult Care Food Program (CACFP) will be conducting a two-day training session for Family Day Care Food Program Sponsoring Organizations on Tuesday, August 21, 2012 and Wednesday, August 22, 2012. The training is designed to update existing sponsors in the areas of tiering determinations, monitoring requirements, civil rights compliance, financial management, and seriously deficient process, which includes recordkeeping, 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 August 19, 2012.**

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

IMPORTANT!

We strongly recommend that you allow sufficient time for traffic and parking so that late arrivals will not unsettle the group.

Directions to Burlington County Human Services Building

From New Jersey Turnpike (north or south)

Use Exit 5 [Burlington/Mount Holly] and turn right at traffic light just past toll booth. Continue to second traffic light [Woodlane Road] and turn right. The Burlington County Human Services Facility is the first building on the right.

Interstate 295 from north

Use Exit 47A the Mount Holly/Route 541 South and follow signs for Mount Holly. Continue to the second light after the traffic light at the turnpike entrance and turn right on Woodlane Road. The Burlington County Human Services Facility is the first building on the right.

Interstate 295 from South

Use Exit 45A [Mt Holly/Westampton] and follow signs for Mount Holly. Turn Left at third light [Irick Road] and turn right at next light [Woodlane Road]. The Burlington County Human Services Facility will be on the left, about 1/2 mile after first traffic light on the Woodlane Road. U.S.

Route 206 from South

From Hammonton take Route 206 north. After crossing Route 38 [about 24 miles from Hammonton, Vincetown Diner on corner] continue to next traffic light [Slumberland Motel on left] and turn left on North Pemberton Road. North Pemberton Road becomes Woodlane Road at Route 537. Continue on Woodlane Road. The Burlington County Human Services Facility is the first building after crossing Route 541