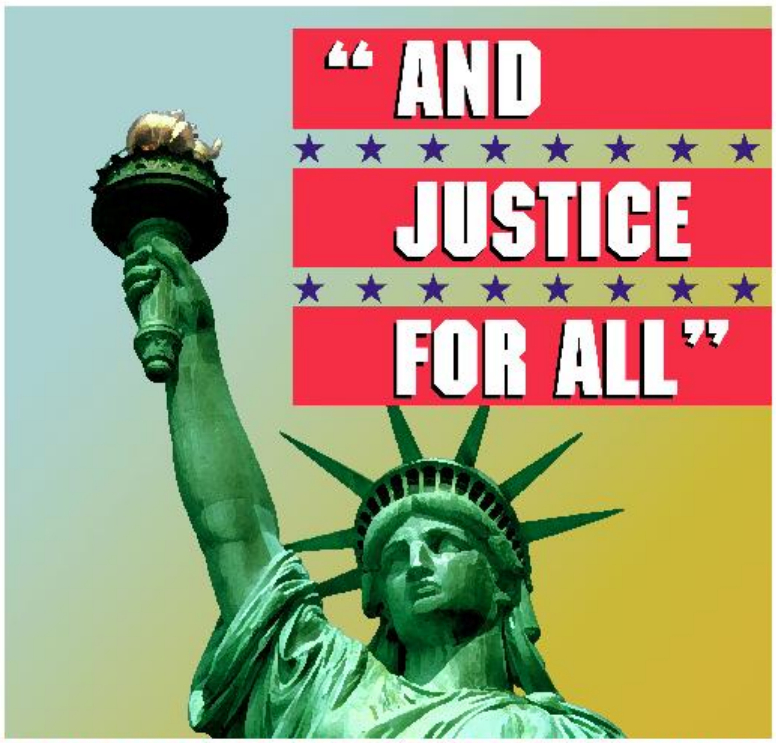
CHILD AND ADULT CARE FOOD PROGRAM

CIVIL RIGHTS

CENTER-BASED HANDBOOK



In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

De acuerdo a lo establecido por las leyes Federales y el Departamento de Agricultura de los EE.UU. (USDA, siglas en inglés), se prohíbe a este organismo la discriminación por raza, color, origen nacional, sexo, edad, o impedimentos de las personas. (No todos las bases de prohibición se aplican a todos los programas.)

Para presentar una queja sobre discriminación, escriba a USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410, o llame al (202) 720-5964 (voz y TDD). USDA es un proveedor y empleador que ofrece oportunidad igual a todos.

CIVIL RIGHTS

Compliance Handbook

PURPOSE

The purpose of this handbook is to provide applicants and participants of the Child and Adult Care Food Program an overview of their Civil Rights responsibilities so compliance is maintained. Referenced: FNS Instruction 113-1 (Food Nutrition Services)

DEFINITIONS

Civil Rights are defined as: The nonpolitical rights of a citizen; the rights of personal liberty guaranteed to U.S. citizens by the 13th and 14th Amendments to the U.S. Constitution and by acts of Congress.

Discrimination is defined as: Different treatment that makes a distinction of one person or a group of persons from others; either intentionally, by neglect, or by the actions or lack of actions from a program.

CIVIL RIGHTS ACT

Title VI of the Civil Rights Act of 1964 prohibits recipients of Federal financial assistance from discriminating against or otherwise excluding individuals on the basis of race, color, national origin, sex, age, or disability in any of their activities. This applies to all Federal financial assistance programs whether the program is Federal funded in whole or part.

All applicants and currently participating sponsors (institutions) will be referred to as "Federal financial assistance programs" in the context of the packet.

AUTHORITY

Civil Rights are extended by the Authority of:

- Title VI of the Civil Rights Acts of 1964 (pertains to: race, color, and national origin)
- Americans with Disabilities Act (pertains to: disabilities)
- Title IX of the Education Amendments of 1972 (pertains to: sex)
- Section 504 of the Rehabilitation Act of 1973 (pertains to: disabilities)
- Age Discrimination Act of 1095 (pertains to: age)

- The Personal Responsibility and Work Opportunity Reconciliation Act of 1996, and DOJ Memorandum dated 1/28/99, entitled, "Policy Guidance Document Enforcement of Title VI of the Civil Rights Act of 1964 and Related Statues in Block Grant Type Programs."
- Civil Rights Restoration Act of 1987-clarifieds the scope of the Civil Rights Act of 1964.
- Executive Order 13166-enforces National Origin discrimination for person with Limited English Proficiency.
- USDA Departmental Regulation 4330-2 prohibits discrimination in programs and activities funded by USDA.
- 7CFR Part 16, Equal Opportunity for Religious Organizations-religiously affiliated organizations should be able to compete on an equal footing with other organizations for USDA assistance.

TEN AREAS OF COMPLIANCE

1. Assurance
2. Data Collection
3. Equal Opportunity
4. Public Notification
5. Accommodations for those with Limited English Proficiency/Disabilities
6. Training
7. Reporting Civil Rights Violations
8. Compliance
9. Conflict Resolution
10. Customer Service

<u>One: Assurances</u>

All applications and renewal applications for the Child and Adult Care Food Program (CACFP) must include a written statement that assures that the applicant of Federal financial assistances will operate their business, programs and all activities in compliance with all nondiscrimination laws, regulations, instruction, policies, and guidance.

The Office for Child Nutrition has made the written assurances process easy for any one submitting an application or renewal application to the Ohio Department of Education for the CACFP. On page 1 of the Sponsor application (Green Go Button #2) theses assurances are written out with corresponding click boxes. All an applicant needs to do is click the boxes. **If an application is received in the Office for Safety, Health and Nutrition, and these boxes are not clicked, the application will be denied out with further consideration.**

Another written statement of Assurance of nondiscrimination is also included in the Permanent Agreement which is signed by the applicant after all application requirements are met and a successful Pre-Approval visit has been conducted.

Two: Data Collection

"FNS Headquarters and Regional Offices, State agencies, local agencies, and other subrecipients must provide for and maintain a system to collect the racial and ethnic data in accordance with FNS policy. These data will be used to determine how effectively FNS programs are reaching potential eligible persons and beneficiaries, identify areas where additional outreach is needed, assist in the selection of locations for compliance reviews, and complete reports as required." FNS Instruction 113-1. Pg. 17.

How to:

- request,
- collect,
- and record this information

This information can be requested by:

- The parent/guardian filling in Part 6 of the Income Eligibility Application form, OR
- Request for Ethnic and Racial Data form (for all children not requiring an IEA form)

FNS requires all Federal financial assistance programs to request each program applicant and participant to provide this information. It is best for each family to self identify, but it is not required for them to do so. In order to encourage each program applicant/participant to provide this information it is suggested that they be informed of the reasons why this information is requested, how this information will be recorded and stored, and what happens if they choose not to provide the information. The following statement is a direct quote from FNS that Federal financial assistance programs can provide to applicants/participants to help encourage each to self identify.

> *"This information is requested solely for the purpose of determining the State's compliance with Federal civil right laws, and your response will not affect consideration of your application, and may be protected by the Privacy Act. By providing this information, you will assist us assuring that this program is administered in a nondiscriminatory manner."*

If the applicant or participant still chooses not to provide this information then they should be informed that an estimate of their child's race and ethnicity will be conducted and recorded due to civil rights requirements. Even though this information is requested and not required from the parent, it is required of all Federal financial assistant recipients.

Once the family provides this information by either form, the information is then transferred to the Master List for recordkeeping purposes. As new children are added to the master list, their racial/ethnic information should be included along with their claiming category. The racial and ethnic information for each child is to be kept confidential just like their claiming category that is why it is suggested to record it on the master list. If you choose not to use the master list to record this information, you must have another means of maintaining this information in a confidential manner. A recorder of each child's racial/ethnic information is verified during each CACFP visit conducted by ODE, MWRO, or USDA.

How to categorize a child's racial and ethnic information

Answering the Race and Ethnic Categories is a Two Question Format

Question 1: Ethnicity: the applicant/participant chooses one, or the other, not both.

- Hispanic or Latino
- Not Hispanic or Latino

Question 2: Race is broken down into the following categories and the applicant/participant can choose one or as many categories that apply.

The racial/ethnic categories are defined as:

1. **American Indian or Alaska Native**. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

2. **Asian**. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

3. **Black or African American**. A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American".

4. **Native Hawaiian or Other Pacific Islander**. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

5. **White**. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

6. **Other.** Determined by respondent.

<u>Three: Equal Opportunity</u>

All applicants/participants must have equal access to Federal financial assisted program services. This means:

- Provide all families inquiring about you program the same information about CACFP
- Serve all participants the same meal
- Categorize all IEA equally regardless of race, color, national origin, sex, age or disability
- Provide services to applicants and participants at a location that does unnecessarily prohibit their access to the services
- Faith –based programs cannot discriminate against applicants based on religion or religious belief and are to provide the same meal to all participants without requiring those participants to participate in inherently religious activities such as worship, religious instruction, or proselytization.

Four: Public Notification

All Federal financial assisted programs must notify the public, all applicants and participants that they receive Federal funds for meal service. The public, applicants/participants must be informed of the following:

- CACFP meals are available without cost
- Their rights and responsibilities regarding CACFP
- The steps necessary to participate
- USDA's nondiscrimination policy
- Their right to file a civil rights complaint, and the procedures to do so

If the Federal financial assisted program operates a website, USDA nondiscrimination statement must appear on the home page of the website or a link to the statement must appear on the home page.

USDA Nondiscrimination Statement:

> ***"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.***
>
> ***To file a complaint of discrimination, write to USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (866)632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800)845-6136 (Spanish). USDA is an equal opportunity provider and employer.***

How to notify the public, applicants and participants about CACFP

- Display the "And Justice for All" poster in a PROMINENT LOCATION. Remember, it must be seen by all parents or children as they entire the building.
- Inform potential applicants about the CACFP and your program through Grassroots organizations.
- Include the "Building for the Future" flyer in your center's enrollment packet. Remember to fill in the contact information for your center in the empty box.
- Provide persons with disabilities or limited language proficiency required documents and information about CACFP in alternative formats that is appropriate for them
- Include USDA's nondiscrimination statement on all program publications, Websites, posters, billboards, T.V. or radio announcements, flyers, etc…
- Include USDA's nondiscrimination statement on all photos and other graphics that are used to announce program information.
- Include USDA's nondiscrimination statement in center's Parent Handbook.

Five: Accommodations for those with Limited English Proficiency/Disabilities

Limited English Proficiency (LEP)

"State agencies, local agencies, or other subrecipients that fail to provide services to Limited English Proficiency (LEP) potentially eligible persons, applicants, and participants, or deny them access to federally assisted programs and activities, may be discriminating on the basis of national origin in violation of Title VI and its implementing regulations. Title VI and its regulations require State agencies, local agencies, or other subrecipients to take reasonable steps to assure "meaningful" access to the information and services they provide. What constitutes reasonable steps to assure meaningful access will be contingent on a number of factors. Among the factors to be considered are (1) the number of proportion of LEP persons eligible to be served or likely to be encountered by the program or grantee; (2) the frequency with which LEP individuals come in contact with the program; (3) the nature and importance of the program, activity, or service provided by the program to people's lives; and (4) the resources available to the grantee/recipient and costs. FNS Instruction 113-1 pg. 10

If your program is located in a neighborhood that has a large ethnic population of persons who speak the same language that is different from English, it would be reasonable to assume a portion of that population would seek enrollment in your program. Therefore it would be required to provide CACFP materials translated in the language of this ethnic population.

For additional information regarding LEP see FNS Instruction 113-1. Pg. 10 – 12. For a copy of the instruction, contact the Ohio Department of Education, Office for Child Nutrition or your CACFP Consultant.

Disabilities: Americans with Disabilities Act (ADA), Title III

Privately operated daycare centers and Home Providers must comply with Title III of the ADA, This means:

- *"Centers cannot exclude children with disabilities from their programs unless their presence would pose a **direct threat** to the health or safety of others or require a **fundamental alteration** of the program."*
- *"Centers have to make **reasonable modifications** to their policies and practices to integrate children, parents, and guardians with disabilities into their programs unless doing so would constitute a **fundamental alteration**."*
- *"Centers must provide appropriate auxiliary aids and services needed for **effective communication** with children or adults with disabilities, when doing so would not constitute an **undue burden**."*
- *"Centers must generally make their facilities assessable to persons with disabilities. Existing facilities are subject to the **readily achievable** standard for barrier removal, while newly constructed facilities and any altered portions of existing facilities must be **fully accessible**."*
  Department of Justice ADA Home Page link to Childcare centers and ADA
  www.ttp//www.ada.gov/childq%26s.htm

Childcare services provided by government agencies, such as Head State, summer programs, and extended school day programs, must comply with Title II of the ADA.

Six: Training

Agencies/daycares are required to provide Civil Rights training to all staff annually. Staff are required to attend Civil Rights training annually. Required Civil Rights training topics include but are not limited to:

1. Assurance
2. Data Collection
3. Equal Opportunity
4. Public Notification
5. Accommodations for those with Limited English Proficiency/Disabilities
6. Training
7. Reporting Civil Rights Violations
8. Compliance
9. Conflict Resolution
10. Customer Service

Seven: Reporting Civil Rights Violations:

Agencies/daycares are required to establish procedures for reporting Civil Rights Violations. Any compliant involving Civil Rights must be reported to the State agency within 24 hours of receiving that complaint or witness of a violation. The corrective action period for the Civil Rights Violations must be completed within 60 days. If not the compliant is forwarded to the Federal agency overseeing the specific nature of the compliant.

ODE will complete the following steps if a Civil Rights complaint is received by the State Agency.

1. The complainant will be notified that they have 180 days to file a Civil Rights complaint
2. The complainant will be encouraged to resolve the issue with the sponsor as a first attempt at resolution.
3. All Civil Rights complaints will be forwarded to the USDA-Midwest Regional Office. (See FNS 113-1 section XVI for further instructions).

Eight: Compliance Review

During all Reviews Civil Rights compliance is assessed. Sponsoring agency reviews the Home Provider and the State agency reviews the Sponsoring agency. Compliance to all Civil Rights requirements are assess during the Initial Application and Renewal Application process, the Pre-Approval review, Technical Assistance reviews and all announced and unannounced monitoring visits.

Non Civil Rights violations: Although it is the policy of the USDA to provide fair and equitable treatment to every employee and customer there are specific laws and regulations that provide for the protected classes of each nutritional assistance program (1) FNS 113, pg. 10. Therefore if a meal is not served equally to all children, it could or could not be a civil rights finding depending on the nature of the participants involved and how the meal was served. If services or not provided fairly or equitably and it is determined not to be a Civil Rights violation, it will be still be a finding under CACFP regulations and corrective action will be required.

Nine: Conflict Resolution

It is the position of USDA that if a person feels they have been discriminated against by a sponsor within the context of CACFP, that person should first try and resolve the issue with the sponsor. If after discussing the issue with the sponsor and they still feel they are being discriminated against, then they are encouraged to file a complaint with UDSA or ODE. Complaints of discrimination must be filed within 180 days of the incident of discrimination.

Ten: Customer Service

All participants must be allowed equal opportunities to participate in the CACFP regardless of protective class:

- If present at meal time, be served the same meal as all other children.
- Infant parents are offered CACFP meals and the Parent Preference letter is on file to document their choice.

All families must be allowed equal opportunities to participate on the CACFP regardless of protective class:

- Provide all families inquiring about your program all required information concerning CACFP.
- Categorize IEA using only the information on the form provided by the parent. (Do not claim children Free or Reduce because they qualify for childcare assistance)

Resources/Materials:

"AND JUSTICE FOR ALL" poster can be found:

- Sponsor Menu page of CRRS CACFP on-line application. Click on the 'Green Go' button for 'Downloadable Documents'. Click on red lettering title 'CACFP Center Based Components', then scroll down to the title for 'Civil Rights' and click on 'AND JUSTICE FOR ALL' poster.
- Pick up actual poster at any CACFP training provided by ODE
- Call (877-644-6335) the Office for Child Nutrition and request for posters to be mailed to you.

"Building For the Future" flyer can be found:

- Sponsor Menu page of CRRS CACFP on-line application. Click on the 'Green Go' button for 'Downloadable Documents'. Click on red lettered title 'CACFP Center Based Components', then scroll down to the title for 'Civil Rights' and click on "Building For the Future".
- Call (877-644-6335) the Office for Child Nutrition and request for flyer to be mailed to you.

"Media Release" can be found in the application and renewal packets that are distributed annually.

CACFP materials written in different languages can be found:

- Sponsor Menu page of CRRS CACFP on-line application. Click on the 'Green Go' button for 'Downloadable Documents'. Click on the "Child and Adult Care Food Program-CACFP" link, then click on "Nondiscrimination and Civil Rights", then scroll down to "Translation of Application Materials".
- www.LEP.gov

Person with disabilities who require alternative means for CACFP information (Braille, large print, audiotape, etc…) should contact:

- USDA's TARGET Center at (202)720-2600 (voice and TTY)

For more information about ADA call:

- 800-514-0301 (voice) or 800-514-0383 (TDD)

ETHNIC and RACIAL DATA FORM

Agency/Daycare Center_____

Agency/Daycare Address _____

The agency or daycare listed above receives Federal financial assistance for participating in the Child and Adult Care Food Program (CACFP). Because they receive Federal financial assistance they are required to record and maintain the Ethnic and Racial data of all children enrolled in the CACFP. This information is used solely for the purpose of determining compliance with Civil Right laws and will be kept confidential. We are requesting for each participant to 'Self Identify' and provide this information, however it is optional to Self Identify. If you choose not to Self Identify, then please be aware that the agency/daycare will need to make a judgment of your child's race and ethnicity because Civil Rights law require them to do so. This ethnic and racial information will remain confidential and on file for 3 years and will only be accessible to authorized personnel.

To Self Identify, please answer the following questions.

Child's name _____

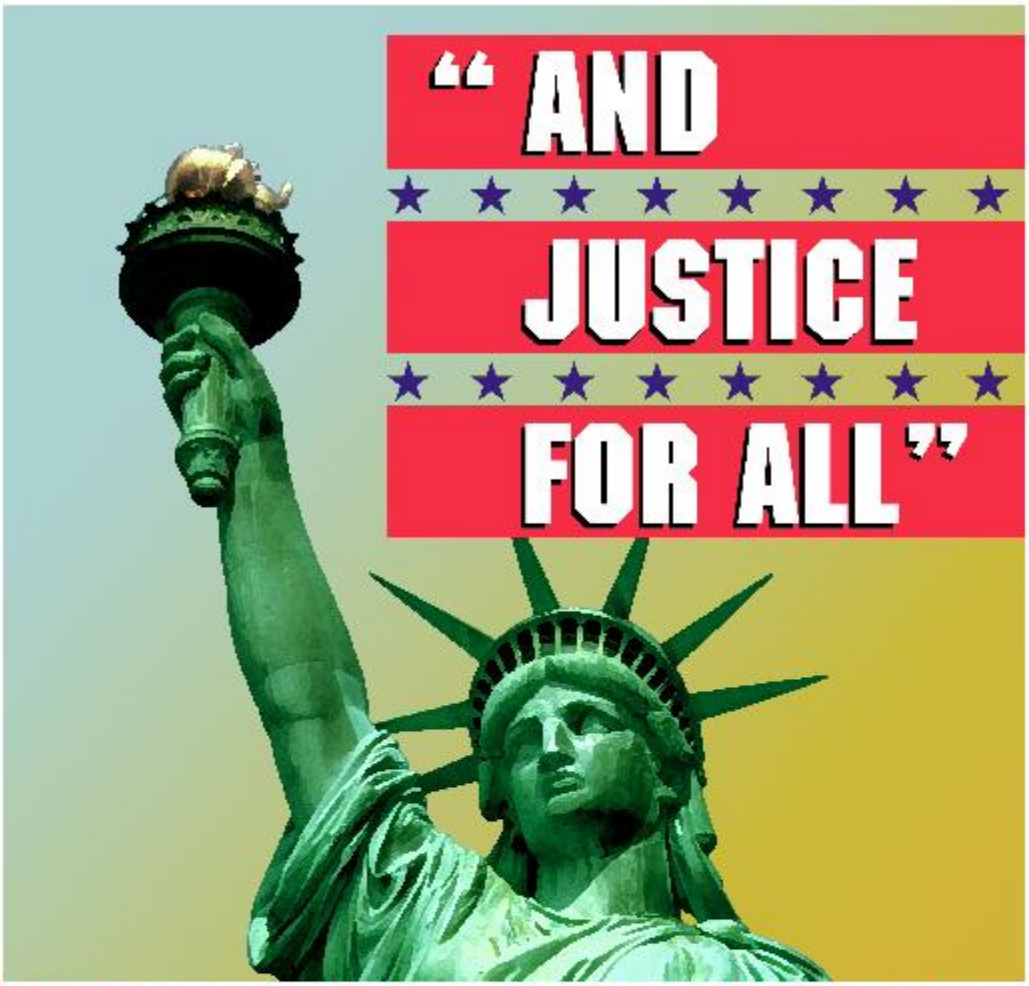
Ethnic Category: Choose one

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term "Spanish origin" can be used in addition to "Hispanic or Latino".	
Non-Hispanic or Latino:	

Racial Categories: Check all that apply

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America, (including Central America), and who maintains tribal affiliation or community recognition.	
Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	
Black or African American: A person having origins in any of the black racial groups of Africa.	
Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	
White: A person having origins in any of the original peoples of Europe, the Middle East or North Africa	
Other	

Parent/Guardian Signature_____ Date_____



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Ohio Department of Education – Office for Child Nutrition
Child and Adult Care Food Program - Fiscal Year 2012
MEDIA RELEASE

Federal regulations require each institution participating in the Child and Adult Care Food Program (CACFP) issue a news release announcing sponsorship of the program. The news release must be submitted to the local media for possible public announcement. If the media do not provide this free service, it is not required that the institution pay for the announcement. Submitting the announcement of the Program participation will fulfill federal requirements. A copy of the news release for publication must be attached to your CACFP application or for renewing sponsors, it must be kept on file along with a list of names and addresses of the media to whom the release was sent and the date sent.

The required news release provided below must be used by all institutions. Additional information may be included; however, the release must contain the information below:

Name of Local Media:_____ ***Date:***_____

As part of the annual participation requirements of the USDA Child and Adult Care Food Program, our agency must submit the following media release to local media. If possible, please make this information available to the general public as a community service announcement. Thank you.

MEDIA RELEASE

The ***(insert agency name)*** _____ announces sponsorship of the USDA funded Child and Adult Care Food Program. Meals are available to all enrolled participants without regard to race, color, national origin, sex, age or disability and will be served at no separate charge §226.23(d). In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

(if applicable, list sites including name and address):

_____

_____

The following Income Eligibility Guidelines for free and reduced price meals are effective
July 1, 2011 thru June 30, 2012

	FREE - 130%					REDUCED – 185%				
HOUSEHOLD SIZE	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY
1	14,157	1,180	590	545	273	20,147	1,679	840	775	388
2	19,123	1,594	797	736	368	27,214	2,268	1,134	1,047	524
3	24,089	2,008	1,004	927	464	34,281	2,857	1,429	1,319	660
4	29,055	2,422	1,211	1,118	559	41,348	3,446	1,723	1,591	796
5	34,021	2,836	1,418	1,309	655	48,415	4,035	2,018	1,863	932
6	38,987	3,249	1,625	1,500	750	55,482	4,624	2,312	2,134	1,067
7	43,953	3,663	1,832	1,691	846	62,549	5,213	2,607	2,406	1,203
8	48,919	4,077	2,039	1,882	941	69,616	5,802	2,901	2,678	1,339
For each additional family member, add	4,966	414	207	191	96	7,067	589	295	272	136

FINAL DRAFT

Building For the Future

This day care facility participates in the Child and Adult Care Food Program (CACFP), a Federal program that provides healthy meals and snacks to children receiving day care.

Each day more than 2.6 million children participate in CACFP at child care homes and centers across the country. Providers are reimbursed for serving nutritious meals which meet USDA requirements. The program plays a vital role in improving the quality of day care and making it more affordable for low-income families.

Meals - CACFP homes and centers follow meal requirements established by USDA.

Breakfast	Lunch or Supper	Snacks (Two of the four groups:)
Milk Fruit or Vegetable Grains or Bread	Milk Meat or meat alternate Grains or bread Two different servings of fruits or vegetables	Milk Meat or meat alternate Grains or bread Fruit or vegetable

Participating Facilities - Many different homes and centers operate CACFP and share the common goal of bringing nutritious meals and snacks to participants. Participating facilities include:

- **Child Care Centers**: Licensed or approved public or private nonprofit child care Centers, Head Start programs, and some for-profit centers.
- **Family Child Care Homes**: Licensed or approved private homes.
- **After School Care Programs**: Centers in low-income areas provide free snacks to School-age children and youth.
- **Emergency Shelters**: Programs providing meals to homeless children.

Eligibility – State agencies reimburse facilities that offer non-residential day care to the following:

- Children age 12 and under,
- Migrant children age 15 and younger, and
- Youths through 18 in emergency shelters and after school care programs in needy areas.

Contact Information - If you have questions about CACFP, please contact one of the following:

Sponsoring Organization/Center

Ohio Department of Education

CACFP Consultant
25 S. Front Street, MS 303
Columbus, OH 43215-4183
614-466-2945

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(Rev. 2/23/11)

EXAMPLE

Construyendo Para El Futuro

Esta guarderia infantil diurna participa en el Programa de Alimentación Para Niños y Adultos en Guarderias (CACFP por sus siglas en inglés: Child and Adult Care Food Program) un programa Federal que provee comidas y bocadillos saludables a niños y a adultos en guarderias diurnas.

Todos los días más de 2.6 millones de niños participan en el programa del CACFP en centros y En hogares de familia para el cuidado de niños. Los proveedores son reembolsados por servir Comidas nutritivas que cumplen con los requisitos establecidos por el Departamento de Agricultura de los Estados Unidos (USDA). El programa juega un papel vital al mejorar la Calidad de las guarderías y al poner las guarderías al alcance económico de familias de bajos recursos.

Alimentos - Hogares y centros del CACFP siguen los patrones alimentarios establecidos por USDA.

Desayuno	Almuerzo o Comida	Bocadillos (Dos de los cuatro grupos)
Leche Fruta o verdura Granos o pan	Leche Carne o un alternativo de carne Granos o pan Dos porciones diferentes de frutas o verduras	Leche Carne o un alternativo de carne Granos o pan Fruta o verdura

Establecimientos del CACFP - Mucos tipos de establecimientos diferentes operan el CACFP, compartiendo el objetivo común de brindar comidas y bocadillos nutritivos a sus participantes. Estos incluyen:

- **Centros de Cuidado de Niños (Child Care Centers)** Centros para el cuidado de niños, ya sean públicos o privados pero no lucrativos, que hayan sido licenciados o aprobados; programas del Head Start, y algunos centros para lucro.
- **Hogares de Familia Para el Cuidado de Niños (Family Day Care Homes)** Hogares privados licenciados o aprobados.
- **Programas Escolares Después de Clases (After School Care Programs)** Centros en areas geográficas de bajos ingresos que proveen bocadillos gratis a niños de edad escolar y a jóvenes.
- **Centros de Refugio Para Gente Sin Hogar (Homeless Shelters)** Centros de emergencia de refugio que proveen servicios residenciales y de comidas a niños sin hogares.

Elegibilidad - Agencias estatales reembolsan establecimientos que ofrecen cuidado no residencial a los siguientes niños:

- niños hasta los 12 años de edad,
- niños de familias migratorias hasta los 15 años de edad
- jóvenes hasta los 18 años de edad en programs escolares después de clases en areas de necesidad.

Para Más Información - Si está interesado en participar el el CACFP, por favor póngase en contacto con uno de los siguientes:

Organización Patrocinadora/Centro

Ohio Department of Education

CACFP Consultant
25 S. Front Street, MS 303
Columbus, OH 43215-4183
614-466-2945

USDA is an equal opportunity provider and employer

SAMPLE

CACFP
NON-DISCRIMINATION STATEMENT/POSTERS

All sponsors need to make sure the following statement is included in their parent handbook if the text refers to the Child and Adult Care Food Program (CACFP), any other Child Nutrition Program, or USDA by name or if information is included regarding any of the meals/snacks for which reimbursement is received. This statement is to be also included, in full, on all materials that contain the aforementioned programs names or meal references and are produced for public information, public education or public distribution.

FULL STATEMENT:

"In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D. C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."

If the material is too small to permit the full statement to be included (such as flyers or brochures), the material will, at a minimum, include the statement in print size no smaller than the text.

CONDENSED STATEMENT:

"This institution is an equal opportunity provider."

"AND JUSTICE FOR ALL" POSTER:

Sponsors are to prominently display in a public place the "And Justice For All" USDA poster at each site and at the agency office if at a different location. If posters and/or are needed in other languages, appropriate to the local population, please contact the state agency.

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