



**COLORADO**  
Department of Education

Office of School Nutrition  
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**COLORADO**  
Department of Public  
Health & Environment

Child and Adult Care Food Program  
4300 Cherry Creek Drive South  
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To: SFSP & CACFP Sponsors  
 From: The Colorado Department of Education (CDE) Office of School Nutrition (OSN)  
 The Colorado Department of Public Health and Environment, Child and Adult  
 Care Food Program (CDPHE-CACFP)  
 Date: May 14, 2015  
 Subject: Streamlining processes for sponsors participating in the Summer Food Service  
 Program (SFSP) & the Child and Adult Care Food Program (CACFP)  
 CACFP Memo Code: CENTERS #15-13

This memorandum provides further guidance on the flexibilities available to sponsors participating in both the SFSP and the CACFP in Colorado. These flexibilities are based on the United States Department of Agriculture (USDA) Food and Nutrition Services (FNS) policy memoranda, *Transitioning from the SFSP to CACFP At-risk Afterschool Meals (CACFP 12-2013, SFSP 14-2013)* and *Available flexibilities for CACFP at-risk sponsors and centers transitioning to SFSP (SP 06-2014, CACFP 03-2014, SFSP 06-2014)*.

Applications

- New sponsors that operate either the CACFP or SFSP are not required to upload documentation of tax exempt status with the SFSP or CACFP sponsor application.
- New CACFP sponsors that operate the SFSP are not required to complete a two-week trial period to demonstrate administrative capability to operate the program, and are not required to provide documentation of providing benefits to unserved facilities or participants. Applying SFSP sites that already participate in the CACFP at-risk afterschool program are not required to re-establish area eligibility.
- Applying CACFP at-risk sites that already participate in SFSP are not required to re-establish area eligibility if school data was used to determine eligibility initially.
- SFSP sites that already operate the CACFP are not required to request an additional health department inspection for the SFSP. If state and local health and safety authorities determine the standards for the food service at a SFSP site are the same as those required for a CACFP site, an additional health inspection may not be required for CACFP participation.

Monitoring Requirements

- Sponsors that operate the SFSP and the CACFP are allowed to monitor both programs following the CACFP monitoring schedule year-round. One of the three annual reviews must occur during the summer for SFSP requirements, including the review of a meal service, and be unannounced. Two reviews must occur during the school year for CACFP requirements, one of which must include the review of a meal service, and at least one unannounced.
- SFSP sponsors are not required to conduct the SFSP pre-operational site visit for sites that already participate in the CACFP. The SFSP site review may take place at any time during SFSP operations, and counts toward one of the three required CACFP reviews.
- CACFP sponsors are not required to conduct pre-approval visits for sites that already participate in SFSP.

Financial Management

- A sponsor’s excess funds from either CACFP or SFSP may be used for allowable costs in its operation of either program, or any other Child Nutrition Programs.

