



*11.4% of Massachusetts households can't confidently predict where their next meal is coming from.*

## Where can I go to get more information?

[www.doe.mass.edu/cnp/nprograms](http://www.doe.mass.edu/cnp/nprograms)

Massachusetts Department of  
Elementary and Secondary  
Education, Office for Nutrition  
Health & Safety Programs  
75 Pleasant Street  
Malden, MA 02148  
Phone (781)-338-6480



## Why are nutritious meals and snacks important for children and adults?

Research has shown that there is a strong relationship between nutrition, health and learning. Your community is in a special position to offer healthy meals to children, in safe and supportive settings.

Older or disabled adults can have limited ability to prepare or access healthy meals. Providing meals and snacks can help them maintain their independence and quality of life.



USDA is an equal opportunity  
provider and employer.  
2015

# Caregiver: Offer Free Meals

# Child and Adult Care Food Program (CACFP)

PROVIDING NUTRITIOUS MEALS AND SNACKS TO MASSACHUSETTS

## Apply To Become a Sponsor

### What kind of benefits can I receive?

- CASH REIMBURSEMENT
- ABILITY TO PURCHASE FOOD AT A DISCOUNT FROM USDA
- NUTRITION EDUCATION
- PROGRAM OPERATIONS SUPPORT

### Find out if you are eligible.

Eligible organizations and homes can be public, private For-Profit or private Non-Profit. The goal of CACFP is to serve participants in need so you may be asked to document that you serve a certain percentage of low income adults or children.

### Document licensure

Facilities and homes that care for children must be either licensed by the Department of Early Education and Care (EEC) or apply for alternative licensing. Sponsors of Adult Day Health Centers (ADHC) should include the MassHealth Office of Long Term Services & Supports/ Executive Office of Elder Affairs certification for ADHC.

### Send a letter of Intent

A letter of intent is a formal request to the Department of Elementary and Secondary Education to become a CACFP Sponsor. Feel free to contact us to ask for personalized help with this process.

### What happens after I send my letter?

Your letter of intent and submitted materials will be reviewed by an ESE consultant. You will then receive an application packet which your ESE consultant will help you complete and submit.

## What should be in my letter of Intent?

### Detail:

- Sponsor name and physical address
- DUNS number and SAM registration
- For Profit / Non-profit status
- The nature of the child or adult care program you operate
- CACFP program you would like to participate in

### Include a copy of:

- License
- 501(C)(3) (if applicable)

**Submit:** The letter on your organization's letterhead with an original signature of the Superintendent / CEO / Owner.

### Mail to the attention of:

Robert Leshin, Acting Director,  
Office for Nutrition Health & Safety Programs,



CACFP IS A NUTRITION EDUCATION AND MEAL REIMBURSEMENT PROGRAM HELPING PROVIDERS SERVE NUTRITIOUS AND SAFELY PREPARED MEALS AND SNACKS TO CHILDREN AND ADULTS IN DAY CARE SETTINGS.