

Monthly Update

Child & Adult Care Food Program



July 7, 2025

Distributed to CACFP Authorized Representatives and Home Sponsors via Listserv and posted at <https://cnw.ksde.gov>, CACFP, CACFP Monthly Updates

Important Updates, Reminders, & Deadlines

Reimbursement Rates

Reimbursement rates for PY 2026 will be posted at <https://cnw.ksde.gov> under Key Links, Reimbursement Rates as soon as they are available from USDA. Rates are typically released from USDA in mid to late July.

Claim Reminders – Child Care Centers & Daycare Homes

State Accounting Systems re-opened this week, allowing payments to resume being posted. CACFP claims are typically posted on the first four Tuesdays of each month around 8 am, but School Finance will be posting only three times this month on July 8, 15, and 22. Should you have any questions related to claims or reimbursement payments, please contact Dessa Gifford, Public Service Administrator, at (785) 296-4965 or dessa.gifford@ksde.gov.

CACFP Certification Webinar

Make plans to participate in a CACFP Certification Webinar scheduled for Tuesday, August 5 from 1-2 pm via Microsoft Teams: [Join the meeting now](#) (Meeting ID: 277 332 659 61 Passcode: hT9th93s). Information will be provided about changes to the sponsor and site applications in KN-CLAIM and new guidance for PY 2025-26. Certification will be available in KN-CLAIM after the webinar. PY 2025-26 Certification Guides for Centers and Homes will be available at <https://cnw.ksde.gov> under CACFP, Program Certification and Initiation.

Have You Updated Sponsor Information in KN-CLAIM Lately?

As August/September signals the start of the school year, it's a good time to update all information in KN-CLAIM:

- Inform the Topeka office of any change in the authorized representative by completing and mailing the "Appointment of a New Authorized Representative" form.
- Update the sponsor application and site applications with the current authorized representative, board president, executive director, and/or other contact persons, if needed. Review names, titles, and contact information for all positions.
- If any sites are no longer needed or new sites need to be added, contact your area Child Nutrition Consultant.
- Update the meal service times and meals offered if there have been or are going to be changes.
- Check if food safety training is needed. Update KN-CLAIM if a recent food safety training has been completed.
- Update Food Service Management Company Vendor Information when there is a change in contract provider.



Open CACFP Audits

KSDE is working to catch up on outstanding audits from past program years (PY18-PY23). We will do our best to include all outstanding audits for the sponsor in one email. When the email comes, it will have a separate attachment for each CACFP audit with a summary in the body of the email. The sponsor may also receive a duplicate copy of a previous audit letter as a reminder of the audit status. Safeguards are in place to ensure that fiscal action is not assessed twice for the same audit. If you have questions, contact information will be listed at the bottom of the audit letter.

School Breakfast for Morning Preschool Students

All Kansas public schools are required by State law to participate in the School Breakfast Program unless they meet certain criteria and receive an annual waiver from the Kansas State Department of Education. Starting in SY 2025-26, if morning preschool students are counted in the student enrollment count on September 20, schools must offer these students breakfast. This requirement is per Kansas State Statute 72-17,145.

WIC Program Information

Sponsors must provide information on the importance and benefits of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) to the parents/guardians of enrolled children. Sponsors can meet this requirement by posting a WIC program fact sheet in the facility, making WIC brochures available, posting a link to the WIC webpage on the sponsor website, Facebook page, newsletter, parent handbook, or providing to families upon initial enrollment. The WIC Program Fact Sheet can be accessed at <https://cnw.ksde.gov> then scroll to the bottom of the webpage and click on the Kansas WIC logo.

Announcing Our 7th Annual Mountain Plains Crunch Off

Kansas is competing with seven other states to celebrate with crunchable local products any day in October. The state with the most crunches per capita wins! Kansas Department of Agriculture and KSDE Child Nutrition & Wellness are working together to offer a Crunch Off promotion with [From the Land of Kansas](#) members: [Papa Baldy's](#) and [Nu Life Market](#). Plan now to create a crunch event in October. A registration link will be coming soon!

Congratulations to the 2025 Farm to School Sub-Grantees!

The following Child Nutrition Program operators received up to \$9,500 to complete projects to add local foods to their operations. These sub-grants are funded through our USDA Formula Grant: D0292 Wheatland - gardening; D0298 Lincoln - baking equipment; D0312 Haven - gardening & food storage equipment; D0367 Osawatomie - tower garden & food storage equipment; D0445 Coffeyville - kitchen equipment; P0024 Positive Bright Start - gardening; P0076 Martin Luther King Jr - kitchen equipment; P0107 Community Action - chicken project; P0132 Day Dare Connections - baking equipment; and P0189 Quality Care Connections - grow kits.

Professional Development & Training

Kansas Certificate in Child Nutrition Management

As of July 1, the Kansas Certificate in Child Nutrition Management program is being paused, and KSDE Child Nutrition & Wellness (CNW) will not be accepting applications until further notice. CNW will begin the process of evaluating the certificate requirements and will develop a revised set of criteria for certificate completion. Please direct any questions to Kelly Chanay at kelly.chanay@ksde.gov.



Training Opportunities

Many opportunities for learning are available to CACFP sponsors. Go to <https://cnw.ksde.gov>, Training, CNW Calendar to access the schedule of live classes with dates, times, and links. Upcoming live virtual trainings include:

- **SNP/CACFP Annual Administrative Training** on July 8 from 8:30 am-12:30 pm
- **Food Safety Basics** on July 16 from 2-5 pm
- **CACFP Annual Administrative Training** on July 29 from 1-4 pm
- **CACFP Certification Webinar** on August 5 from 1-2 pm
- **CACFP At-Risk Afterschool Meals** on August 6 from 1-2 pm
- **CACFP Determining Eligibility / IEC Summary** on August 19 from 1-3 pm

On-demand training is offered 24/7 on the KSDE Training Portal. Create an account at <https://learning.ksde.org>. For detailed instructions on creating an account, go to <https://cnw.ksde.gov>, Training. **New to the portal:** CACFP Added Sugars Tutorial (20 min).

If you would like to schedule an in-service, culinary coach session, or have questions about professional development, contact Holly Steinlage at holly.steinlage@ksde.gov.

Culinary Coaches – NEW Training Program!

This training opportunity allows sponsors to request in-person, hands-on culinary training conducted at their site. Sponsors can choose from four training topics: Critical Culinary Skills, Knife Basics, Cooking Basics, and Baking Basics. The sessions will be led by trained culinary coaches and will focus on developing culinary skills that will better enable child nutrition program sponsors to prepare scratch and speed scratch recipes. If interested in scheduling a culinary coach session, please contact Holly Steinlage at holly.steinlage@ksde.gov.

CACFP Annual Administrative Training (REQUIRED) – July 29

Sponsors should make plans to attend CACFP Annual Administrative Training. At least one representative from each Sponsor must complete this training. Join the training on July 29 from 1 to 4 pm at this link: [Join the meeting now](#) (Meeting ID: 226 775 291 16 Passcode: 8hf3Ny6w). The training will also be available on the KSDE Training Portal at a later date.

For sponsors operating both the School Nutrition Program (SNP) and CACFP, a joint SNP/CACFP Annual Administrative Training will be held on July 8 from 8:30 am to 12:30 pm at this link: [Join the meeting now](#) (Meeting ID: 283 539 248 463 Passcode: kB37pX2V)

CACFP At-Risk Afterschool Meals Training – August 6

Sponsors and sites interested in being reimbursed for a supper and/or snack served after the school day can learn more about CACFP At-Risk Afterschool Meals on Wednesday, August 6 from 1-2 pm: [Join the meeting now](#) (Meeting ID: 230 068 471 573 Passcode: hW6SE7jp).

CACFP Determining Eligibility and IEC Summary Training – August 19

Join KSDE on Tuesday, August 19 from 1-3 pm to learn about determining eligibility in the CACFP and completing the Income Eligibility Category (IEC) Summary: [Join the meeting now](#) (Meeting ID: 230 964 334 492 Passcode: Vq3LY2ep). Participating in this training can help prevent costly errors found during Administrative Reviews and audits.



New Resources

2025 Kansas Local Food Summit – Registration Now Open!

The Kansas Local Food Summit, hosted by K-State Research and Extension and the Community Resilience Hub at Kansas Wesleyan University, will be held July 29-30 in Salina. Attendees will have a unique opportunity to paint a vibrant future for local food systems in Kansas. Hear stories and connect with people from across the state about strategies for local food system success. The Summit will begin with a day of optional workshops and tours on Tuesday, followed by a full day of speakers, interactive learning sessions, and more opportunities to connect with people from across the state on Wednesday. Registration is now open at this link: <https://www.ksre.k-state.edu/kansaslocalfoods/local-food-summit/registration.html>

CACFP Virtual Summit

The National CACFP Association will be hosting their virtual summit on August 13-21. The summit will include workshops on nutrition, program administration, operations, financial and nonprofit management, and more. Sponsors can find more information about the event and how to register at <https://info.cacfp.org/ap/Events/Register/mwFZJDZimC3Ce>.

Kansas Breastfeeding Coalition Message of the Month: Responding When a Parent is Having Difficulty with Breastfeeding

Not sure how to respond when a parent shares they are having difficulty with breastfeeding? This can leave the most experienced child care provider with little to say. But you do not have to be a lactation consultant to help a breastfeeding parent. Reassure them that help is out there. Give parents a “[Breastfeeding 911](#)” card that will take them to the Kansas Local Breastfeeding Resource Directory. This is a searchable directory of peer and clinical breastfeeding support across Kansas.

You can also be prepared with a few words of encouragement and simple strategies to help with common breastfeeding challenges – not making enough milk, baby not gaining weight, etc. These are addressed in the KCCTO course “[How to Support Breastfeeding Mothers and Families](#),” offered for FREE. The instructor is an experienced lactation consultant with years of experience supporting child care providers.

You are Appreciated!

The KSDE Child Nutrition & Wellness team appreciates each of you and your work to create healthy habits for a lifetime through the CACFP. Be sure to share your best practices by using the #FuelingKSKids! Not on social media? Don’t hesitate to email pictures of the great meals, snacks, and activities being offered in your programs to anyone on the Child Nutrition & Wellness team!

As always, if you have questions or need technical assistance, please contact your Child Nutrition Consultant or the Topeka office.

The CNW Team



For more information, contact:

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