SNP Memo #2024-2025-20


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: September 10, 2024

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: Fiscal Year 2023–2024 Child and Adult Care Food Program Make-Up Training

The purpose of this memo is to provide sponsoring organizations of the At-Risk portion of the Child and Adult Care Food Program (CACFP) with information on the upcoming make-up training, scheduled for September 25, 2024, from 1:00–2:30 p.m.

### Action required

* Register for and attend the CACFP make-up training if you plan to participate in the CACFP and have not attended one of the previous two training sessions.

## Background

Federal regulations require CACFP sponsoring organizations to attend annual state agency training. This requirement was outlined in the Virginia Department of Education, Office of School and Community Nutrition Programs (VDOE-SCNP) [Director’s memo 2024-2025-02](https://www.doe.virginia.gov/home/showpublisheddocument/55850/638568060366070000), distributed on July 3, 2024. The VDOE-SCNP is hosting a make-up training for any sponsoring organization that did not attend one of the two previously offered training sessions. ***The school nutrition program director must attend for school food authorities and the executive director or program contact must attend for community organizations.***

The make-up training is also open to any CACFP sponsoring organization wanting additional training.

[Register in advance for the make-up training.](https://doe-virginia-gov.zoom.us/webinar/register/WN_u3F209jxSoKchGFXIt3Ifw) After registering, you will receive a confirmation email containing information about joining the webinar.

### For more information

For information, please contact your assigned SNP regional specialist for schools or Child Nutrition Programs regional specialist for community organizations.

SCC/MVP/cc