SNP Memo #2023-2024-35

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: October 30, 2023

TO: Directors, Supervisors, and Contact Persons Addressed

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

## SUBJECT: Federal Fiscal Year 2023–2024 Child and Adult Care Food Program Application Renewal Deadline Reminder

The purpose of this memo is to remind sponsoring organizations of the At-Risk portion of the Child and Adult Care Food Program (CACFP) of the upcoming application renewal approval deadline.***Any sponsoring organization that plans to claim for October 2023 must have an approved fiscal year (FY) 2023–2024 application renewal by October 31, 2023. Please note that applications in the “submitted” status are not considered approved by the VDOE-SNP.***

Information on this deadline was originally communicated on July 20, 2023, via Virginia Department of Education, Office of School Nutrition Programs (VDOE-SNP) Director’s memo #2023-2024-07, and again on October 2, 2023, when the memo was re-distributed as a reminder. It was also included in FY 2023-2024 CACFP state agency training, hosted on August 16, August 24, August 29, and October 10, 2023.

Any sponsoring organization without an approved FY 2023-2024 application renewal on November 1, 2023, will no be eligible to claim meals served in October 2023. Beginning in November, the VDOE-SNP will notify sponsoring organizations with unapproved application renewals of the procedure for voluntary application termination.

### 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