Emergency shelters are eligible to apply to participate in the At Risk Afterschool Snack program in the Child and Adult Care Food Program for Child Care Centers (CACFP-CCC). An emergency shelter is a facility whose primary purpose is to provide temporary shelter to homeless families with children. In most cases, an emergency shelter is one that combines overnight facilities with day programs, such as congregate meal services for homeless children and their parents or guardians. An emergency shelter can participate in the CACFP-CCC as an independent institution or as a sponsoring organization of one or more shelter facilities.

To be eligible to apply to participate in the CACFP-CCC At Risk Afterschool Snack program, the emergency shelter must operate an afterschool care program that has education or enrichment activities for homeless children and youth during the regular school year. (Refer to Policy Alert CACFP-CCC 2000-4 for more information regarding participation in the At Risk Afterschool Snack Program).

Exceptions to At Risk Afterschool Snack Program Requirements:

- Emergency shelters are exempt from meeting the area eligibility requirement. An emergency shelter is eligible to apply to participate in the At Risk Afterschool Snack program regardless of its location.
- The emergency shelter must only claim reimbursement in the CACFP for the At Risk Afterschool snacks provided to homeless school-age children who attend the At Risk Afterschool program.

Emergency shelters currently participating in the CACFP-CCC must amend their current Management Plan if they wish to participate in the At Risk Afterschool Snack program. They must also amend the Form 1538, Application and Agreement Between Contractor and Facility, for each emergency shelter facility that is going to participate in the At Risk program. They must submit a completed Form 1548, Application/Management Plan Change and amended Form 1538, to their Area Program Office in advance for approval to participate in the At Risk program.

Form 1532, Claim for Reimbursement

Until Special Nutrition Programs (SNP) revises Form 1532, Claim for Reimbursement, emergency shelter contractors that participate in the At Risk Afterschool Snack program must complete the CACFP-CCC section of Form 1532 as follows:

- Enter the At Risk participation data in Items 6, 7 and 8, Line E.
- Enter the At Risk meals data in Item 9, Line E.
- Continue to enter CACFP-CCC participation data in Items 6, 7 and 8, Line F and meal data in Item 10, Lines A, B, C, D, F and G.

continued
Reminders

- Contractors must only operate the At Risk Afterschool Snack program during the regular school year.

- Emergency shelters do not have to verify the homeless status of school age children who attend the At Risk Afterschool Snack program but do not reside at the shelter facility.

- Contractors must only claim up to three meals for reimbursement per child per day: 3 meals (breakfast, lunch and supper) or 2 meals and a snack. The snack served in the At Risk Afterschool Snack program is **not** in addition to the 3 meal services allowed per child per day.

Please contact your Area Program Office if you have questions.