



**North Carolina Department of Health and Human Services
Division of Public Health – Women’s & Children’s Health Section**

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Michael F. Easley, Governor

Carmen Hooker Odom, Secretary

CACFP 03-21

October 31, 2003

MEMORANDUM

TO: Institutions participating in the Child and Adult Care Food Program

FROM: Arnette Cowan, Nutrition Program Supervisor
Special Nutrition Programs Unit

RE: CACFP Institution Training for 2003 – 2004

The Nutrition Services Branch, Special Nutrition Programs, will provide program training in 2003 – 2004. The purpose of these workshops is to provide institutions with additional training and updates on CACFP requirements. We have attached a listing of each workshop, along with a description.

Due to limited space, we can only allow two people from each institution to attend any one workshop. The registration deadline is two weeks prior to the scheduled workshop date; however to ensure that you can attend the workshop and site of your choice, please return the attached registration form as soon as possible. Within two weeks of each workshop date, a confirmation letter will be sent for each registration form that has been received and processed. Directions to the location of the training site will also be included.

Should your plans to attend change after you have received confirmation, please let Mary Yohe know at least two days before the date of the workshop. This will allow others the opportunity of attending training.

We look forward to your participation in these workshops. If you have any questions pertaining to registration, contact Mary Yohe at 919-715-1925. Please refer any other questions to your regional consultant.

Attachments

cc: SNP Staff
Auditors
Josephine Cialone

