



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

June 11, 2004

CACFP 04-13

MEMORANDUM

TO: Institutions Participating in the Child and Adult Food Program
Sponsoring Organizations of Day Care Homes

FROM: Arnette Cowan, MS, RD, LDN
Supervisor, Special Nutrition Programs

SUBJECT: Income Eligibility Guidelines & Income Eligibility Applications

All Institutions in the Child and Adult Care Food Program must have on file an Income Eligibility Application for each enrolled participant classified as free or reduced. Centers must have CAC-11. **CAC-11 is to be completed by Child Care Centers.** Attached is a copy of the income eligibility applications for centers (CAC-11) for the fiscal year 2004-2005. These applications should be used for the period of July 1, 2004 through June 30, 2005. If you need these forms in Spanish please contact your regional consultant. The parent household letter, on the back of the application, must accompany the Income Eligibility Application given to the parent or guardian.

Sponsoring Organizations of Day Care Homes are also receiving CAC-11B CACFP Income Eligibility Application Children Enrolled in Family Day Care Homes and CAC-11C CACFP Income Eligibility Application – Family Day Care Homes Provider’s Income and Provider’s Own Children. These applications should be used for the period of July 1, 2004 through June 30, 2005.

Please review the income applications and ensure that you have received the correct applications. Please remember that income eligibility applications are valid for a 12-month period, regardless of when they were approved.

Included in this mailing are the Income Eligibility Guidelines to be used by institutions, schools, and facilities participating in the Child and Adult Care Food Program (CACFP) in determining eligibility for free and reduced price meals for the period of July 1, 2004 through June 30, 2005.

If you have questions, need additional information, or did not receive the correct application please contact your regional consultant.

Enclosures

cc: SNP staff
Auditors



Income Eligibility Guidelines

EFFECTIVE JULY 1, 2004 - JUNE 30, 2005

THE FOLLOWING HOUSEHOLD SIZE AND INCOME STANDARDS ARE USED TO DETERMINE ELIGIBILITY:

HOUSE- HOLD SIZE	YEARLY		MONTHLY		TWICE PER MONTH		EVERY TWO WEEKS		WEEKLY	
	Free	Reduced	Free	Reduced	Free	Reduced	Free	Reduced	Free	Reduced
1	12,103	17,224	1,009	1,436	505	718	466	663	233	332
2	16,237	23,107	1,354	1,926	677	963	625	889	313	445
3	20,371	28,990	1,698	2,416	849	1,208	784	1,115	392	558
4	24,505	34,873	2,043	2,907	1,022	1,454	943	1,342	472	671
5	28,639	40,756	2,387	3,397	1,194	1,699	1,102	1,568	551	784
6	32,773	46,639	2,732	3,887	1,366	1,944	1,261	1,794	631	897
7	36,907	52,522	3,076	4,377	1,538	2,189	1,420	2,021	710	1,011
8	41,041	58,405	3,421	4,868	1,711	2,434	1,579	2,247	790	1,124
For each House-hold member add:	+4,134	+5,883	+345	+491	+173	+246	+159	+227	+80	+114