



**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

March 23, 2007

CACFP 07-05

To: Institutions Participating in the Child and Adult Care Food Program

From: Arnette Cowan, Head Special Nutrition Programs Unit

Re: FNS Instruction 113-1, Civil Rights Compliance and Enforcement

Enclosed is FNS Instruction 113-1, Civil Rights Compliance and Enforcement. The purpose of this Instruction is to establish and convey policy, provide guidance and direction to FNS and its recipients, and ensure compliance with and enforcement of prohibition against discrimination in all FNS nutrition programs and activities, including those that are only partially federally funded. Also enclosed is a summary of major changes from prior 113 series of Instructions.

In addition to reviewing pages 1-36 of the Instruction, Institutions should pay careful attention to Appendices B, E and F. These appendices pertain specifically to the CACFP. Additionally, Institutions participating in the CACFP are now required to attend State Agency Civil Rights training annually, which we are defining as each fiscal year October through September. Furthermore Institutions are required to train their staff and facilities annually. If you did not attend Civil Rights training in January 2007, you are required to attend a State agency session prior to September 2007. Enclosed, you will find a registration form for Civil Rights trainings that are being offered by the State agency this fiscal year. Additional training opportunities will be offered next fiscal year.

If you have questions or concerns, please contact your regional consultant.

c: SNP Staff (letter only)  
Auditors (letter only)  
MaryAnne Burghardt (letter only)  
Anteasha Farrell (letter only)



