



**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

August 1, 2007

**Federal Express**

CACFP 07-09  
REVISED

To: Sponsoring Organizations of Day Care Homes  
From: Arnette Cowan, Head Special Nutrition Programs Unit  
Re: Retroactive Reimbursement for Day Care Homes-Revised

On June 7, 2007, you were mailed a letter that stated that beginning October 1, 2007, all day care homes may only be eligible for reimbursement beginning the month of approval. After further discussion with Food and Nutrition Service (FNS), it has been determined that renewing day care homes may be eligible to receive retroactive reimbursement for the calendar month preceding the calendar month in which the agreement is approved.

As a reminder, if an institution’s agreement is not approved prior to November 30, a lapse in participation exists. The institution is considered a new institution and therefore will be reimbursed the month the agreement is approved by the state agency. For example, if an institution participated in fiscal year 2005-2006, and an agreement is not approved until December, the first month the institution can begin claiming is December. The institution is not eligible to claim reimbursement for October and November.

Likewise, if a day care home participated under a Sponsoring Organization and the day care home was not approved until December, the Sponsoring Organization may claim reimbursement for that day care home beginning in December.

As has been the practice in the past, new day care homes will be reimbursed the month that their agreement is approved by the State agency.

We apologize for any confusion this may have caused. If you have questions, please contact your regional consultant.

cc: SNP Staff  
Auditors  
Maryanne Burghardt  
Anteasha Farrell

