



North Carolina Department of Health and Human Services  
Division of Public Health  
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Beverly Eaves Purdue, Governor

Lanier M. Cansler, Secretary

May 15, 2011 **CACFP 11-16**

**MEMORANDUM**

**TO:** Institutions Participating in the Child and Adult Food Program

**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. **Child Care Centers must have CAC-11. CAC-11 is to be completed by parents or guardians of the participants in the Child Care Centers.**

**Adult Day Care Centers must have on file a CAC 11-A for each participant classified as free or reduced.** Attached is a copy of the income eligibility applications for centers (CAC-11 or CAC 11-A) for the fiscal year 2011-2012 (July 1, 2011-June 30, 2012). 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 must be completed by the parents or guardians of the participants in the Child Care Centers.

**Income Eligibility Applications must be completed for those participants classified as free or reduced. If an Income Eligibility Application is not on file for a participant, the participant will be classified as denied.**

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.



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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, 2011 through June 30, 2012.

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

c: SNP Staff

## Income Eligibility Guidelines

**EFFECTIVE JULY 1, 2011 - JUNE 30, 2012**

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

HOUSE- HOLD SIZE	YEARLY		MONTHLY		TWICE PER MONTH		EVERY TWO WEEKS		WEEKLY	
	<i>Free</i>	<i>Reduced</i>	<i>Free</i>	<i>Reduced</i>	<i>Free</i>	<i>Reduced</i>	<i>Free</i>	<i>Reduced</i>	<i>Free</i>	<i>Reduced</i>
1	14,157	20,147	1,180	1,679	590	840	545	775	273	388
2	19,123	27,214	1,594	2,268	797	1,134	736	1,047	368	524
3	24,089	34,281	2,008	2,857	1,004	1,429	927	1,319	464	660
4	29,055	41,348	2,422	3,446	1,211	1,723	1,118	1,591	559	796
5	34,021	48,415	2,836	4,035	1,418	2,018	1,309	1,863	655	932
6	38,987	55,482	3,249	4,624	1,625	2,312	1,500	2,134	750	1,067
7	43,953	62,549	3,663	5,213	1,832	2,607	1,691	2,406	846	1,203
8	48,919	69,616	4,077	5,802	2,039	2,901	1,882	2,678	941	1,339
For each Household member add:	+4,966	+7,067	+414	+589	+207	+295	+191	+272	+96	+136