



North Carolina Department of Health and Human Services
Division of Public Health

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February 6, 2013

CACFP 13-2
SFSP 13-3

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

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

Subject: Receiving CACFP/SFSP Information Via Email

This memo is to inform you that we have added a feature to NC CARES that will allow the State agency to send correspondences via email. The email will be sent from no-reply@dhhs.nc.gov. Many of the documents you used to receive via mail will now be sent via email. Therefore, it is very important that you maintain a current email address in NC CARES. We ask that if the email address changes for the program contact and/or claim contact, please enter the correct address(es) on the Institution Application to ensure that the email goes to the appropriate person.

In order to read the emails, you will need Adobe Reader. If you do not have Adobe Reader installed, you can install it by going to the download link: <http://get.adobe.com/reader>.

The memos will also be posted on the Nutrition Services Branch website at nutritionnc.com.

The mailbox at no-reply@dhhs.nc.gov is not monitored, therefore, any replies to this mailbox will not be answered. If you have questions concerning the content of the email you receive, please contact your regional consultant.

cc: SNP Staff (via email)

www.ncdhhs.gov • www.publichealth.nc.gov • www.nutritionnc.com

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