

## UCAN Child and Adult Care Food Program

Date: \_\_\_\_\_

Dear Parent/Guardian:

Please complete, sign and return this form in the attached envelope to us as soon as possible. Your child is enrolled in child care at the home of \_\_\_\_\_. This provider participates in a Federal nutrition program that assists in providing nutritious meals and snacks. The program is funded by the United States Department of Agriculture (USDA) and Oregon Department of Education, and is called the Child and Adult Care Food Program.

All children in care receive meals at no extra charge. You can assist your provider in receiving a higher reimbursement rate by completing this form. This information will be kept strictly confidential and will not be shared with your day care provider, unless you check the box on the form that allows the information on the attached Confidential Family Income Statement to be shared with your provider.

### COMPLETING THE FORM

Follow the instructions on the form. Please complete and return the form if:

- The child care participant receives Supplemental Nutrition Assistance Program (SNAP), TANF, WIC, Oregon Health Plan, Head Start, free/reduced price meals on National School Lunch Program (NSLP) or Food Distribution Program on Indian Reservations (FDPIR)

OR

- The household income is less than the amount on the Income Eligibility Guidelines.

This information will be kept strictly confidential.

Your cooperation is appreciated.

Sincerely,

Mary Waggoner – Team Leader  
Sponsor Representative

This Institution is an equal opportunity provider.