

**ORDER FORM FOR SPONSORS OF DAY CARE HOMES**

Phone #: \_\_\_\_\_ Date: \_\_\_\_\_ Package should be sent to the attention of: \_\_\_\_\_

*ALL ORDERS will be shipped to the Sponsor address on file*

QUANTITY	FORM #	FORM TITLE
	1377	Crediting Foods in CACFP <i>translations available</i>
	1259	Child Meal Pattern <i>translations available</i>
	1260	Infant Meal Pattern <i>translations available</i>
	4081	Ready, Set, Grow... With WIC <i>translations available</i>
	4364	Good Nutrition Pays in Day Care Homes <i>translations available</i>
	4421	Together We Can Raise Healthy Children <i>translations available</i>
	AD-475A	<i>And Justice for All</i> poster <i>includes English and Spanish</i>
	CACFP-104	Reference Chart for Provider Updates/Changes in CIPS
	CACFP-109	Sample Infant Menus
	CACFP-124H	Reimbursement Rates for Day Care Homes
	CACFP-127	Claim Submission Deadlines
	CACFP-171	Day Care Home Child Menu <i>translations available</i>
	CACFP-173	Child Meal Disallowance <i>translations available</i>
	CACFP-182	Sample Child and Adult Care Menus
	CACFP-199	Day Care Home Infant Menu 6 Months to 1 <sup>st</sup> Birthday

QUANTITY	FORM #	FORM TITLE
	CACFP-200	US and NYS Breastfeeding Labor Laws
	CACFP-3978	Order Form for Sponsors of Day Care Homes
	DOH-3805	Application for Start-Up or Expansion Payments for Day Care Home Sponsors
	DOH-4160	Letter to Households/Income Eligibility Form Tier II Day Care Home Participant <i>translations available</i>
	DOH-4161	Letter to Households/Income Eligibility Form Family Day Care Home Provider <i>translations available</i>
	DOH-4219	Provider Transfer Form
	DOH-4419	Child Enrollment Form for Day Care Homes <i>translations available</i>
	DOH-5063	Application for Close-Out Payments for Sponsoring Organizations of Day Care Homes
	DOH-5155	On-Site Provider Addendum
	DOH-5160	Continuous Application and Agreement for Day Care Home Participation
	DOH-5162	Pre-Approval Checklist for Enrolled Caregivers and Day Care Home Providers
	DOH-5166	Monitor Checklist for Day Care Homes
	DOH-5186	Day Care Home Breastfeeding Friendly Self-Assessment <i>translations available</i>
	FNS-317	Building for the Future <i>translations available</i>
	FNS-786	Guide to Feeding Infants in CACFP <i>translations available</i>

**TRANSLATIONS**

\* Translation available online-only at <https://www.health.ny.gov/prevention/nutrition/cacfp/forms.htm>

FORM #	Arabic	Bengali	Burmese	Chinese	French	Haitian-Creole	Hindi	Italian	Japanese	Korean	Nepali	Polish	Russian	Spanish	Urdu	Yiddish
1377	*	*	*	*	*	*	*	*	*	*	*	*	*		*	*
1259																
1260																
4081	<i>For more translations, visit: <a href="https://www.health.ny.gov/publications/4081/">https://www.health.ny.gov/publications/4081/</a></i>															
4364	*	*	*	*	*	*	*	*	*	*	*	*			*	*
4421																
CACFP-171																
CACFP-173																
DOH-4160																
DOH-4161																
DOH-4419																
DOH-5186																
FNS-317																
FNS-786																

This institution is an equal opportunity provider.

## FORM DESCRIPTIONS

FORM #	DESCRIPTION
1377	Resource identifying reimbursable foods in CACFP
1259	Chart indicating required components and minimum quantities of food for children in care who are 1-18 years of age
1260	Chart indicating required components and minimum quantities of food for infants in care who are less than 1 year old
4081	Brochure for families with information on the WIC program
4364	Resource for providers explaining CACFP
4421	Resource for parents explaining the benefits of having a child care provider that participates in CACFP
AD-475A	Poster must be displayed at sponsor facility
CACFP-104	Guidelines for submitting provider updates
CACFP-109	Sample menus for infants
CACFP-124H	Current meal and administrative reimbursement rates
CACFP-127	Chart indicating the 60-day postmark deadline for monthly claims
CACFP-171	Menu planning form
CACFP-173	Document monitoring of Day Care Home provider meals
CACFP-182	Sample daily menus for children
CACFP-199	Individual menu record for infant meals

FORM #	DESCRIPTION
CACFP-200	Breastfeeding labor laws that apply to all participating sponsors and providers
CACFP-3978	Order Day Care Home forms
DOH-3805	Apply for start-up or expansion payments
DOH-4160	Letter, income eligibility guidelines and application for households of children participating in a Tier II home. This form should be used to qualify children in a Tier II home for Tier I rates.
DOH-4161	Letter, income eligibility guidelines and application for providers. This form should be used to document eligibility to claim provider's own or resident children and for Tier I eligibility verification.
DOH-4219	Used by provider when transferring to another sponsor
DOH-4419	Record annual enrollment information for children in day care homes
DOH-5063	Apply for close-out payments
DOH-5155	Used to document changes in the on-site provider in homes owned by another person or corporate entity
DOH-5160	Application and agreement for a day care home to participate in CACFP
DOH-5162	Document pre-approval visit for a new provider
DOH-5166	Document required provider monitoring
DOH-5186	Apply for a DCH Breastfeeding-Friendly Designation
FNS-317	A flyer required to be distributed to families notifying them that the provider participates with CACFP
FNS-786	Guide to Feeding Infants in CACFP

**Forms can also be found at [www.health.ny.gov/CACFP](http://www.health.ny.gov/CACFP)**

Submit your order  
using **ONE**  
of these options:  
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<p><b>Mail to:</b> NYS DOH CACFP – Orders 150 Broadway Suite 600 Albany, NY 12204</p>
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**OR**

<p><b>Fax to:</b> (518) 402-7252  <i>No need for cover page</i></p>
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**OR**

<p><b>Email to:</b> <a href="mailto:CACFP@health.ny.gov">CACFP@health.ny.gov</a></p>
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For information about an order placed with CACFP, call 1-800-942-3858