Recommended CACFP Training Sequence

Name of Course	Length	Website	Description
CACFP Program Application for New CEs Introductory Class	1 hour	https://www.squaremeals.org/FandN-Resources/Training/CACFP-Training	This training provides an overview of the Child and Adult Care Food Program (CACFP) application process and program requirements for new and prospective Contracting Entities (CEs). This training is required for new applicants or sponsors. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-800 Financial Viability	1 hour	https://core-cacfponline.com/	This course will provide an overview of the CACFP Performance Standards and focus on the requirements specific to financial viability. Participants will learn various ways to demonstrate and evaluate financial viability as well as identify the appropriate records to maintain. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-870 CACFP Budget	2 hours	https://core-cacfponline.com/	This course will discuss the importance of the CACFP budget and how it relates to the management plan and the CACFP performance standards. Participants will obtain an overview of the federal cost principles and how they relate to the CACFP budget. Participants will also learn the key steps for creating a CACFP budget and receive best practices for developing and monitoring a CACFP budget. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-840 Management Plans	1.5 hours	https://core-cacfponline.com/	This course will discuss the definition, purpose and components of a management plan. Participants will learn how to evaluate, monitor, revise and submit the management plan. Participants will also discuss the

			CACFP performance standard and share best practices for management plans. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-850 Internal Controls	1 hour	https://core-cacfponline.com/	In this course, participants will learn the purposes, components and principles of internal controls. Participants will demonstrate how to document, assess and monitor internal controls as well as identify common program areas where internal controls are essential. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-830 Recordkeeping and Claims for Reimbursement in the CACFP	1 hour	https://core-cacfponline.com/	This course will review CACFP recordkeeping requirements and explain how maintaining records relate to the submission of an accurate claim for reimbursement. Participants will identify common CACFP records and discuss frequent issues associated with recordkeeping and management practices that adversely impact claims for reimbursement. Participants will learn the CACFP edit check requirements and discuss best practices for submission of a claim for reimbursement. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-810 Monitoring & Oversight	1.5 hours	https://core-cacfponline.com/	This course will provide an overview of the federal CACFP monitoring requirements for sponsoring organizations. Participants will learn the purpose and importance of monitoring, the federally required monitoring review elements, and best practices for conducting monitoring reviews. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-860 Corrective Action	1 hour	https://core-cacfponline.com/	In this course, participants will learn about the purpose of corrective action and why corrective actions are necessary. Participants will learn how to analyze the root cause of noncompliance and explain the

			relationship between corrective action and a corrective action plan (CAP). In addition, this course will cover the components of a CAP and how to evaluate the effectiveness of a CAP. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-820 Serious Deficiency	1.5 hours	https://core-cacfponline.com/	This course will provide an overview of the CACFP serious deficiency process for day care home providers. Participants will learn the purpose of the serious deficiency process and the six steps of the serious deficiency process. Sponsoring organizations will also learn best practices for implementing the serious deficiency process for day care home providers. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff
CORE-880 CORE CACFP Trainer Success	2 hours	https://core-cacfponline.com/	By taking this course, you are going to experience CORE trainer success. Whether you are with a State agency or a sponsoring organization, this course is designed to provide you with the tools to deliver the CORE training and other CACFP trainings to your sponsoring organizations, staff, and sponsored facilities. **Intended Audience:** Child Care Centers, Child Care Homes, Adult Day Care, State Agency, Sponsoring Organizations Employee/Staff