

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM		ISSUED	REVISED	CHAPTER	SECTION
	Sponsoring Organizations of Homes POLICY & PROCEDURE MANUAL		12/90	6/14	3	3.3
CHAPTER Chapter 3. Applying to the Program			SUBJECT Contract and Scope of Work			

The MDHSS-BCFNA contract, including the scope of work, is a written agreement defining the work to be carried out by the sponsoring organization and the expectations between the sponsoring organization of homes and MDHSS-BCFNA. The contract must be signed by both MDHSS officials and the sponsoring organization authorized representative before any meal reimbursement can be paid.

For new sponsoring organizations of homes, a contract and scope of work will be mailed with the sponsoring organization's application and management plan. This contract must be signed by the institution's authorized representative and returned with the completed application and management plan. After a new sponsoring organization's application is approved, MDHSS-BCFNA will send the sponsoring organization a copy of the fully executed permanent contract.