

	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	6/12	4	4.2
CHAPTER Chapter 4. The Reimbursement System			SUBJECT Start-Up Payments			

Start-up payments may be provided to a potential or current sponsoring organization of homes to assist in financing administrative expenses relating to beginning or expanding CACFP operations.

### Who May Receive Start-Up Funds?

Start-up funds are available to sponsors of fewer than fifty child care homes who want to develop or expand Program operations. Start-up funds are available only once for any sponsoring organization meeting eligibility criteria.

### Eligibility Criteria

To receive start-up funds, the sponsoring organization must:

- Be public or private nonprofit having tax-exempt status under the United States Internal Revenue Service Code of 1986.
- Have a history of managing funds and ongoing activities in public or private programs.
- Have an acceptable and realistic plan for recruiting currently nonparticipating day care homes. This plan must include estimates of the number of potentially eligible homes to be recruited.
- Have developed an acceptable management plan.
- Have less than 50 homes.

### Approval Process

Sponsoring organizations will be notified of approval or denial of start-up funds within 30 days of the receipt of a complete and correct application. The application is available from MDHSS-BCFNA upon request.

If the application for start-up funds is approved, MDHSS-BCFNA shall enter into an agreement with the sponsoring organization. The agreement states how the funds will be used and the time period for initiating or expanding Program operations. Sponsoring organizations will be required to repay any monies not expended in accordance with the agreement.

If the application is denied, the sponsoring organization will be notified of the right to appeal the decision. See Chapter 12 for appeal procedures.

### Amount of Start-Up Funds

The amount of start-up funds granted will be between one and two months' anticipated administrative reimbursement. Start-up funds will not be granted to sponsors with more than 50 homes. Sponsoring organizations with fewer than 50 homes at the time of application will receive start-up funds only for the additional homes needed to total 50 homes. These funds must not be used for outreach to providers already participating in the CACFP under another sponsoring organization. Use of the start-up funds will be monitored by MDHSS-BCFNA.