

	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	7	7.1
CHAPTER Chapter 7. The Monitoring Visit				SUBJECT Areas Which Will Be Monitored			

The purpose of the CACFP monitoring visit is to ensure that the sponsoring organization is administering the program in accordance with the CACFP regulations.

Records maintained by the sponsoring organization serve as a basis for verifying compliance with program regulations. The areas which will be reviewed are as follows:

- Enrollment, attendance, and meal count verification, including the internal controls associated with the sponsor's review and verification of claims.
- Meal service compliance, including the sponsor's procedures for review of meal counts, menus and processed food documentation.
- Eligibility for tier I reimbursement rates, including verification procedures, income and area documentation, school data and census data.
- Monitoring and training of family child care home and group home providers.
- Receipt and disbursement of CACFP funds.
- Administrative costs, including cost allocation plans, indirect cost plans, receipts, invoices and other documentation associated with administrative costs.