



**CHILD AND ADULT CARE FOOD PROGRAM
SAMPLE LETTER FOR DAY CARE HOME PROVIDER
DETERMINED TIER I ELIGIBLE BASED ON SCHOOL DATA OR CENSUS**

Dear Provider:

This is to advise you that your day care home has been determined eligible for Tier I reimbursement rates based on the area eligibility data available to our agency. The determination will remain in effect until your eligibility status is changed by available census or school data.

With this determination, the children in your care will be eligible for the following rates of reimbursement:

Tier I Reimbursement Rates (effective July 1, 2023-June 30, 2024)

Breakfast	\$ <u>1.65</u>
Lunch/Supper	\$ <u>3.12</u>
Supplements	\$ <u>.93</u>

The above Tier I reimbursement rates will be adjusted by the U.S. Department of Agriculture each July 1. You will receive notification of the adjusted rates when they are received by our agency.

If you wish to claim reimbursement for any meals served to your own children, the income eligibility of these children must be determined. Your own children will be eligible to receive Tier 1 meal reimbursement **only** if your total household income is within 185% of the federal poverty income guidelines, or the categorical eligibility of these children for Tier 1 reimbursement is verified. You may not claim any reimbursement for meals served to your own children unless their Tier I eligibility is established.

If you wish to determine whether your household income qualifies your own children for Tier I reimbursement, please contact me at **901-360-1000** for additional information.

Sincerely,

Signature of Sponsor Organization Official
Position Title: Executive Director



**CHILD AND ADULT CARE FOOD PROGRAM
SAMPLE LETTER FOR DAY CARE HOME PROVIDER
DETERMINED TIER I ELIGIBLE
BASED ON PROVIDERS HOUSEHOLD INCOME**

Dear Provider:

This is to advise you that your day care home has been determined eligible for Tier I reimbursement rates based on the information and documentation contained in your completed eligibility application. The determination will remain in effect until **June 30, 2024**. Prior to the close of the effective date, we will contact you to update your Tier I eligibility.

With this determination, the children in your care, including your own children will be eligible for the following rates of reimbursement:

Tier I Reimbursement Rates (effective July 1, 2023 - June 30, 2024)

Breakfast	\$ <u>1.65</u>
Lunch/Supper	\$ <u>3.12</u>
Supplements	\$ <u>.93</u>

The above Tier I reimbursement rates will be adjusted by the U.S. Department of Agriculture each July 1. You will receive notification of the adjusted rates when they are received by our agency.

Sincerely,

A handwritten signature in dark ink that reads "Shedron Davis". The signature is written in a cursive style with a horizontal line underneath.

Signature of Sponsoring Organization Official
Position Title: Executive Director