

**South Carolina Department of Social Services
Child and Adult Care Food Program**

**Institution Election to Participate in Nationwide Waiver Regarding Monitoring Requirement for Sponsors
Due to COVID-19 Emergency**

***Note:** While sponsors are not required to apply for waivers regarding monitoring, SCDSS must be notified of any waivers sponsors elect to use. This form will facilitate tracking activity and fulfillment of the reporting requirements established by USDA.*

Institution Name: _____ **Institution Agreement Number:** _____

FNS waives, for all CACFP sponsoring organizations that elect to be subject to this waiver, CACFP monitoring requirements at 7 CFR 226.16(d)(4)(iii) as follows:

- a) CACFP sponsors may conduct two reviews of their CACFP facilities;
- b) Only one CACFP facility review is required to be unannounced;
- c) FNS waives that at least one unannounced review must include observation of a meal service;
- d) FNS waives the requirement that not more than six months may elapse between reviews;
- e) CACFP sponsoring organizations must still, per CFR 226.16(d)(4)(iii)(C), conduct at least one review during each new facility's first four weeks of Program operations but this review may be conducted as a desk audit.

Consistent with section 2202(a)(2) of the Act, this waiver applies automatically to all sponsoring organizations that elect to use it, without further application through June 30, 2020.

Institution is electing to participate in the following waivers (check all that apply):

- FNS waives the requirement that sponsoring organizations review each CACFP facility three times each year. **For a sponsor's current review year, CACFP sponsors may conduct two reviews of their CACFP facilities.**
- FNS waives the requirement that at least two of the three reviews must be unannounced. **For a sponsor's current review year, only one CACFP facility review is required to be unannounced.**
- FNS waives the requirement that at least one unannounced review must include observation of a meal service.
- FNS waives the requirement that not more than six months may elapse between reviews.
- FNS does not waive the requirement that at least one review must be made during each new facility's first four weeks of Program operations but **allows sponsoring organizations to review new CACFP facilities as a desk audit.**

Waiver Implementation Date: _____

The institution certifies all required records for the CACFP will be maintained in accordance with federal regulations and the agreement between the institution and the South Carolina Department of Social Services. This includes but is not limited to monitoring review forms, 5-Day Reconciliation data, and monitoring review tracking report.

Submitted by: _____ **Title:** _____

Date Submitted: _____ **Phone Number:** _____

Email Address: _____

Signature: _____

Submit waiver via email: cacfp@dss.sc.gov