



# the Nurturing Center

STRENGTHENING FAMILIES, SUSTAINING COMMUNITIES  
A FAMILY RESOURCE CENTER

146 Third Avenue West  
Kalispell, MT 59901  
406-756-1414  
Toll Free: 800-204-0644  
Fax: 406-756-1410  
info@nurturingcenter.org  
www.nurturingcenter.org

## CACFP HOLIDAY REIMBURSEMENT

Attach to the appropriate monthly claim with parent signature.

Provider Name \_\_\_\_\_

PV# \_\_\_\_\_

Reimbursement for meals provided to children in child care on the following legal holidays will be made only when the sponsor is notified in writing of the parent's schedule. **Note:** Parents must be working in order to be reimbursed for these meals.

Please circle the holiday that applies:

*FOURTH OF JULY*

*MEMORIAL DAY*

*LABOR DAY*

*NEW YEAR'S DAY*

*CHRISTMAS*

*THANKSGIVING*

Parent Signature

Child's Name

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_

# **NURTURING CENTER - CACFP**

## **POLICY / PROCEDURE**

### **HOLIDAY MEAL REIMBURSEMENTS**

#### POLICY:

Reimbursement for meals provided to children in child care on the following legal holidays will be made only when the sponsor receives written notice signed by the working parent stating they were working on the holiday and needed child care. Written notification should be attached to the appropriate monthly claim.

News Year's Day  
Labor Day  
Memorial Day  
Thanksgiving Day  
Fourth of July  
Christmas Day

#### PROCEDURE:

Holiday documentation, signed by the working parents, must be sent with the claim. When documentation is not presented with the claim, the holiday claimed will be deducted. The exception to this rule will be if the provider sends documentation and it is not the required documentation the provider will be contacted and given an opportunity to turn in the proper documentation before the next claim is processed. If documentation is not received before the next claim is processed, the holiday will be adjusted out.