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October 28, 2025

MEMORANDUM

TO: Child and Adult Care Food Program (CACFP) Sponsors

FROM: Aimee F. Beam, MS, RD 
Director, Nutrition Programs

RE: 2026 Operational Memo #1
Fiscal Year (FY) 2026 Administrative Review Schedule

The schedule for FY 2026 (October 2025 to September 2026) CACFP Administrative Reviews has been set. Administrative Reviews will be conducted by both the Delaware Department of Education (DDOE) Nutrition Programs staff, and our contractor, MH Miles Company, CPA, PC. Please be advised that due to the Final Integrity Rule that was passed in 2023 by the United States Department of Agriculture (USDA), you may receive a review two years in a row.

Reviews will continue to be conducted in a hybrid format:

- Document reviews will be conducted as desk audits by MH Miles (unless otherwise noted in the review announcement letter) and will be announced; DDOE will complete the menu evaluation portion of the desk audit at the same time.
- On-site meal observations will be conducted by DDOE and will be unannounced. The meal observation visit may occur at any time between the date of this memo and the review date that will be included in the announcement letter.

All documents must be uploaded to DENARS by the requested deadline. Reviewers will notify Sponsors if documents are missing and provide an additional 24 hours for response and submission. If required documents are not submitted after the second request, any review areas with missing documentation will have findings issued and may result in fiscal action. Depending on the severity of the findings or the inability to produce required records and/or successful corrective action, DDOE may have to declare Sponsors as Seriously Deficient (SD) in their operation of the CACFP. Our goal is to work with you as best we can to help ensure successful and compliant CACFP operations while adhering to a strict review timeline.

School Food Authorities (SFAs) operating the CACFP At-Risk Program will have their reviews conducted in conjunction with other program reviews as applicable.

The FY 2026 Administrative Review list is below (subject to change based on FY26 approval):

ABC Kids Academy
Asbury United Methodist Church Child Care
Beach Babies I - Lewes
Beginnings and Beyond Daycare
Brandywine Child Care Inc.
Bright Futures, Inc.
Busy Bees/Bright Paths
Caesar Rodney School District
Children of America
Children's Place Child Development Center
Christina Cultural Arts Center Inc.
Cornerstone Early Education & Youth Center
Delaware Parents Association - Centers
Delaware Parents Association - FDCH (every 2 years)
Delaware Technical & Community College - Terry
DSU Early Childhood Lab School
Edgemoor Community Center
Ezion Fair Community Center
Future Development Learning Center
Great New Beginnings of St. Andrews
Happy Place Child Care of Middletown
Harrison House Community Programs Inc.
Harvest Christian Academy
Holly Adult Day Care
Hope House Knowledge Center
Indian River School District
JJ's Learning Experience LLC
Kids R Us Learning Center
Lake Forest School District
LifeHouse Early Childhood Center
Little Hearts Childcare LLC
Milford School District
Milford Early Learning Center Inc. (J&J Ent)
Ministry of Caring I - Child Care Center
Ministry of Caring II - Emergency Shelter
Northeast ELC LLC
Nurses N Kids Inc.
Precious Little Hands Childcare Center LLC

Precious Moments Education & Community Center Inc.
Pyramid Learning Academy
Read to Learn
Red Clay Consolidated School District
Salvation Army
Seeds of Jesus
St. Michael's School and Nursery Inc.
Sunshine Bright Kids
Tender Hearts Learning Center
The Learning Tree Children's Academy
The Little Caboose CC and Learning Center/Atlantic Dawn
Toddler's Tech, Inc.
Tot's Turf Early Learning Center - Y. Marshall
Wilmington Head Start
YWCA Delaware Emergency Shelter

cc: Nutrition Team
MH Miles Company