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July 17, 2025

Child and Adult Care Food Program (CACFP)
Sponsors and Institutions

Obligation to Provide Infant Meals

This letter serves as clarification of the obligation for centers and day care homes participating in the United States Department of Agriculture (USDA) CACFP to provide meals to infants. **Please use the attached infant meal pattern.**

Centers and day care homes must:

- Make available one type of formula for infants (creditable formula guidance is attached).
- Give parents the opportunity to accept or refuse infant formula and/or meals; and
- Provide special food or formula if a Special Dietary Needs form is provided.

Centers and day care homes may not:

- Require parents or guardians to bring their own formula or food; or
- Refuse to provide meals because of logistics or cost of food.

Attached is the *PARENT INFANT MEAL NOTIFICATION* that must be completed for each infant in care. This form will allow parents/guardians to accept or refuse infant formula or meals at centers and day care homes. A copy of this form must be on file at the centers and day care homes for all infants in care.

Questions regarding this policy should be directed to Tracy Sayre, trcsayre@k12.wv.us (centers) and Jamie Chapman, jamie.chapman@k12.wv.us (day care homes) at (304) 558-3396.

Sincerely,

Anthony Crago
Anthony Crago (Jul 17, 2025 11:11 EDT)

Anthony Crago, Director
Office of Child Nutrition

AC/TS/JC/ja
Attachments

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Michele L. Blatt
State Superintendent of Schools

Nancy J. White
President, West Virginia Board of Education

WEST VIRGINIA DEPARTMENT OF EDUCATION

OFFICE OF CHILD NUTRITION

PARENT INFANT MEAL NOTIFICATION

To: Parents and Guardians of infants under one year of age

From: Name of Center or day care home_____

Subject: Infant Meals

All children enrolled in this center or day care home, including infants, are eligible for meals through the United States Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP). Centers or day care homes that participate in this program are reimbursed by USDA to help with the cost of serving nutritious meals that meet CACFP guidelines to all enrolled children. To fully meet CACFP requirements, this site is required to provide formula and other required infant foods to enrolled infants.

You have a right to the benefits described in this letter. Any food provided must comply with the CACFP Infant Meal Pattern, which ensures that infants receive the appropriate nutrition for their developmental stage.

A copy of the CACFP Infant Meal Pattern is included with this letter. Please note that solid foods will be introduced according to your infant's developmental readiness and your input.

Parents or guardians may provide their own iron-fortified infant formula and/or breast milk **or** one solid meal component.

PLEASE CHECK YOUR PREFERENCES:

Formula or Breast Milk (check one)

☐ I want the center/day care home to provide formula for my infant (We offer_____)

☐ I will provide_____ formula for my infant.
Note: I understand that I will need to submit a Special Dietary Needs form if my infant requires special foods or formula.

☐ I will provide breast milk for my infant.

Solid Food: (check one)

☐ I want the center/day care home to provide solid food for my infant when he/she is developmentally ready.

☐ I will provide one solid meal component in place of a solid meal component provided by this center/day care home.

Infant's Name: _____ **Birth Date:** _____

This institution/day care home has not requested or required me to provide infant formula or food for my baby. I understand that I have the choice of having my baby participate in the CACFP.

Parent/Guardian Signature: _____**Date:** _____

Authorized Representative Signature: _____**Date:** _____

This Institution is an equal opportunity provider.

The following is an excerpt from the USDA memo, *CACFP 06-2025 – Feeding Infants and Meal Pattern Requirements in the Child and Adult Care Food Program: Questions and Answers*, issued on December 20, 2024:

Creditable Infant Formulas

As part of offering a meal that is compliant with the CACFP infant meal pattern requirements, centers and day care homes with infants in their care must offer at least one type of iron-fortified infant formula (7 CFR 226.20(b)(2)). Centers and day care homes may purchase infant formula online or in person from retailers (e.g., local, regional or national vendors), pharmacies, and membership-based warehouses.

The Food and Drug Administration (FDA) defines iron-fortified infant formula as a product "which contains 1 milligram or more of iron in a quantity of product that supplies 100 kilocalories when prepared in accordance with label directions for infant consumption" (21 CFR 107.10(b)(4)(i)). The number of milligrams (mg) of iron per 100 kilocalories (calories) of formula can be found on the Nutrition Facts label of infant formulas.

The following criteria may be used to determine whether a formula is eligible for reimbursement:

1. Ensure that the formula is not an FDA Exempt Infant Formula. An exempt infant formula is an infant formula labeled for use by infants who have inborn errors of metabolism or low birth weight, or who otherwise have unusual medical or dietary problems, as defined in 21 CFR 107.3. The FDA webpage, Exempt Infant Formulas Marketed in the United States By Manufacturer and Category,https://www.fda.gov/food/infant-formula-guidance-documents-regulatory-information/exempt-infant-formulas-marketed-united-states-manufacturer-and-category provides more information and a list of FDA Exempt Infant Formulas.

2. Look for "Infant Formula with Iron" or a similar statement on the front of the formula package. All iron-fortified infant formulas must have this type of statement on the package.

3. Use the nutrition facts label as a guide to ensure that the formula is iron-fortified. The nutritive values of each formula are listed on the product's nutrition facts label. To be considered iron-fortified, an infant formula must have 1 mg of iron or more per 100 calories of formula when prepared in accordance with the label directions.

Additionally, to be creditable for reimbursement, infant formula must meet the definition of an infant formula in section 201(z) of the Federal Food, Drug, and Cosmetic Act (21 U.S.C. 321(z) and meet the requirements for an infant formula under section 412 of the Federal Food, Drug, and Cosmetic Act (21 U.S.C. 350a) and the regulations at 21 CFR parts 106 and 107. Requiring an infant formula to be compliant with the FDA regulatory standards on infant formula is consistent with the Special Supplemental Nutrition Program for Women, Infants, and Children's (WIC) infant formula requirements and helps ensure that all infant formulas served in the CACFP meet nutrient specifications and safety requirements. If a formula is purchased outside of the United States, it is likely that the formula is not regulated by the FDA. Infant formulas that are not regulated by FDA are not creditable in the CACFP.