# Declining Participation in the Child and Adult Care Food Program

All facilities participating in the Child and Adult Care Food Program (CACFP) are required to offer meals/snacks to enrolled participants in their care according to Title 7, *Code of Federal Regulations*, Part 226 and applicable state laws.

As the participant or parent/guardian, you choose to decline the agency's meals/snacks and will furnish all food for yourself or the enrolled participant. Return this form to the child/adult care agency.

**Participant's Name** _____

**Reason for Declining Participation in the CACFP**

**Participant's or Parent/Guardian's Signature** **Date**

_____ _____

## For Agency Use Only

**Comments**

**Center/Representative's Signature** **Date**

_____ _____

**Keep a Copy in Participant's File**

# U.S. Department of Agriculture (USDA) Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail: U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or

2. Fax: (833) 256-1665 or 202-690-7442; or

3. Email: program.intake@usda.gov

**This institution is an equal opportunity provider.**