COMMONWEALTH of VIRGINIA
Department of Health
B. Cameron Webb, MD, JD
State Health Commissioner
P O BOX 2448
RICHMOND, VA 23218
TTY 7-1-1 OR
1-800-828-1120

Date: August 3, 2026

To: **Program Operators of the Virginia Child and Adult Care Food Program (CACFP)**

From: **Renee Johnson, Acting Special Nutrition Programs (SNP) Manager**

Memo: **Notification of FY 2026-2027 Required Annual Program Training**

Greetings Partners:

Please accept this correspondence as the Virginia Department of Health's (VDH) Notification of Required Annual Training for all Program operators participating in the CACFP. The State Agency is responsible for providing annual training specific to Program duties and responsibilities for key staff from all independent centers and sponsoring organizations.

Per Federal regulations Section 7, Part CFR 226, attendance by key staff, as defined by the State agency, is required prior to administration of CACFP operations. Key staff includes the following:

- **Executive Director**
- **Business Owner (for –profit)**
- **Center Director**
- **Authorized Representative**
- **Program Coordinator/ Contact**
- **Financial staff involved with budget and claim preparation**
- **Staff involved in free and reduced priced determinations**
- **Teachers**
- **Monitors**
- **Direct Care Staff**
- **Cooks**
- **Staff involved in Meal Services**

Annual State agency CACFP training for Federal fiscal Year (FFY) 2026-2027is now available online. Details regarding online training are below:

Website: **vdhcacfptraining.com**
Access Code: **vdh**
Required Modules: **110 Annual Sponsor Training & 150 Civil Rights Training (UPDATED)**

Additional required training modules continue to be revised and updated based on revised United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) policies. Please look for these additional training modules to go live by August 10, 2026.

Completion of annual CACFP training is required for key staff of independent centers and sponsoring organizations, appropriate to the level of staff duties. As part of the Annual CACFP Certification requirements, organizations must upload their training Certificates of Completion into the Child and Adult Application and Meal Payment System (CHAAMPS) Attachment List section of the Application Packet. Noncompliance with this training requirement will result in delay and/or denial of the organization's application/annual certification for FY27.

Please feel free to contact the CACFP mailbox with training questions or concerns at **cacfp@vdh.virginia.gov** or contact your assigned specialist. For technical assistance with the training website, please visit **vdhcacfptraining.com/contact/.**

The Special Nutrition Programs Team looks forward to working with our wonderful Program partners during the FY27 CACFP. As always, please accept my sincere appreciation for your hard work and continued efforts to eradicate hunger in the Commonwealth of Virginia.

Looking Forward To A Great Program Year!

Respectfully yours,

Renee Johnson, Acting Special Nutrition Programs (SNP) Manager