



To whom it may Concern:

As a participant of the Child and Adult Care Food Program (CACFP) which is a federal program of the U.S. Department of Agriculture (USDA), Food and Nutrition Services (FNS), Japanese American Service Committee is required to complete outreach to minority and/or grassroots organizations as part of the CACFP program’s civil rights requirements.

Our organization recognizes that proper nutrition is the key component of a high-quality food program. Therefore, participation in the CACFP provides our organization some financial assistance to offset food service costs. The CACFP program reimburses up to three meal/supplement (snack) services per day for each participant under the requirement that we meet the meal pattern and requirements set by the USDA/FNS. This includes, but is not limited to, the specific nutritional standards required for each meal/supplement (snack) that is served to each participant. See the USDA/FNS CACFP Adult Meal Pattern cited below to clarify the specifics of meal services at our locations.

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Feel free to extend information of the CACFP program to any families, guardians, and/or individuals who would benefit from our organization’s Adult Day Service (ADS) program feel free to contact our organization directly or send us a detailed referral of the inquiry.

If you have any questions, please contact us at Japanese American Service Committee # 773=275-7212. Thank you.

Sincerely,

Melba Ristow R.N. ADS Supervisor
Japanese American Service Committee

<u>Breakfast</u>	<u>Lunch</u>	<u>Snack</u>
<ul style="list-style-type: none"> • Milk • Fruit, vegetable, or full-strength juice • Grain ❸ 	<ul style="list-style-type: none"> • Milk • Meat or meat alternate • Fruit • Vegetable • Grain ❸ 	Include a food from two of the following: <ul style="list-style-type: none"> • Milk • Meat or meat alternate • Fruit • Vegetable • Grain products

❶ Milk must unflavored low-fat (1%), fat-free (skim) or flavored fat-free (skim) milk for adults to meet requirement.
 ❷ Full Strength Juice must be 100% fruit or vegetable juice.
 *Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.
 ❸ **All grains/WG must be cited in ounces on menus/at meal service effective October 1, 2021-YTD.**
 At least one serving (2 ounces) or 2 servings for bread or bread product per day for any meal or snack must be whole grain (WG) rich. NOTE: Grain-based desserts do not count toward the grain requirement and are allowable per the CACFP adult meal pattern.

NON-DISCRIMINATION 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/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.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

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