



Discovering Problems





The following is a management assessment tool that describes some of the more common indicators of program mismanagement identified through federal and state level internal controls.

Child and Adult Care Food Program (CACFP) Institutions Indicators of Potential or Existing Problems



Budget/Claim for Reimbursement

-  Year-to-date claims do not reflect approved budget.
-  Questionable or potentially fraudulent meal claiming practice (meals claimed when facility is closed).


Operational Oversight

-  No qualified accountant or an adequate accounting information system.
-  Lack of internal controls (inadequate separation of duties, position held by family member limits internal control).
-  Related party transactions (when director or family member is the owner of the catering company used for contracted meals or owner of rented property housing the CACFP facility).
-  Absentee management.

Audits

-  Required audits or monitoring reviews are not performed by the sponsor.
-  Management/Board of Directors does not follow up on corrective action taken.

Other

-  Health and safety concerns reported from any source.