The Buzz

November 2025

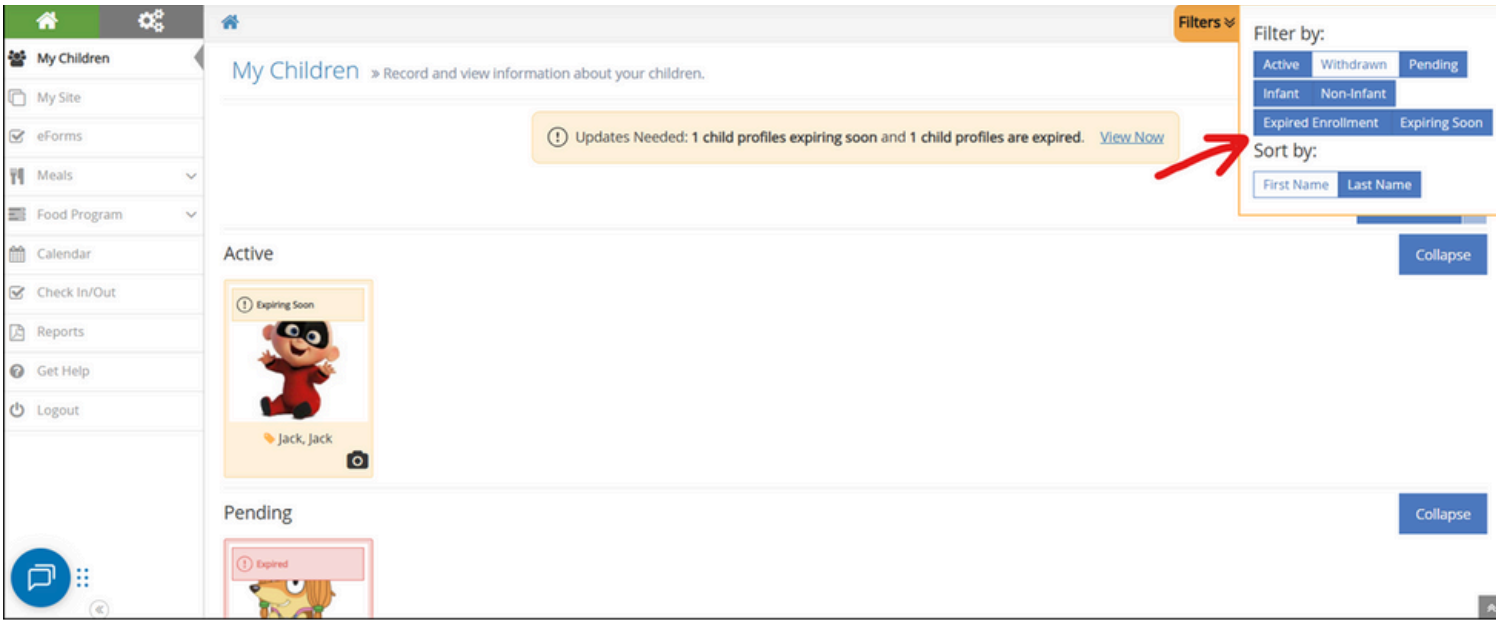
TECHNICAL ASSISTANCE ON ENROLLMENT FORMS

It is the provider's responsibility to review and renew any child enrollments that are nearing their expiration date. **Please ensure all expiring enrollments are updated and submitted before submitting your claim on the 5th of the following month.**

We do our best to help by emailing reminders for enrollments that are about to expire, but once a claim has been submitted, we are unable to make any changes. That's why we need your help—please make sure to regularly check your alerts and review your enrollment status.

To check for upcoming expirations, go to your "My Children" page and click on the orange filter button located at the top right corner. Select the boxes for "Expiring Soon" and "Expired Enrollments." Once selected, the boxes will turn blue, allowing you to easily view any children needing updated enrollment forms.

Reminder to send enrollments to **Foodprogramenrollmentforms@solanofamily.org**



Solano Family and Children's Services
Child and Adult Care Food Program
421 Executive Court, North
Fairfield CA 94534-4019

Web: www.solanofamily.org
www.facebook.com/solanofamily

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/ad3027.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: Mail: U.S. Department of Agriculture ,Office of the Assistant Secretary for Civil Rights ,1400 Independence Ave, SW, Washington DC , 20250-9410; or Fax: (833) 256-1665 or (202) 690-7442; or E-mail: program.intake@usda.gov. This institution is an equal opportunity provider.