CACFP Form # 310
Training Certification Sheet
Child Nutrition Programs
Child & Adult Care Food Program

Training Certification Sheet

Instructions: All sponsors/institutions are responsible for conducting a minimum of one annual training session for all persons who will be working with the Child & Adult Care Food Program. Make as many copies of this form as needed (one for each session you hold). Complete each form appropriately. Documentation must be kept on file and submitted with the annual program renewal.

Sponsor Name:	Name(s) of personnel who conducted training:
Date of Training:	

Agenda: (Refer to attached sample agenda for ideas/topics)
Signatures of Attendees: