



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

P.O. BOX 2120

RICHMOND, VA 23218-2120

February 26, 2024

Mr. James Parajon, City Manager
City of Alexandria Department of Recreational, Parks & Cultural Activities
1108 Jefferson Street
Alexandria, Virginia 22314

Mr. Randy Little, Program Supervisor
City of Alexandria Department of Recreational, Parks & Cultural Activities
1108 Jefferson Street
Alexandria, Virginia 22314

Ms. Patricia Williamson, Program Monitor
City of Alexandria Department of Recreational, Parks & Cultural Activities
1108 Jefferson Street
Alexandria, Virginia 22314

RE: Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP)
Administrative Reviews Closure Letter

Dear Mr. Parajon, Mr. Little, and Ms. Williamson:

To ensure compliance with federal regulations, the Virginia Department of Education, Office of School and Community Nutrition Programs (VDOE-SCNP), is required to review sponsoring organizations of the At-Risk Afterschool Meals portion of the Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP). The VDOE-SCNP selects the sponsoring organizations to be reviewed each fiscal year based on guidance outlined in 7 CFR Parts 226.6 and 225.7. At a minimum, sponsoring organizations are reviewed once every three years, and the review consists of assessing the meal access and reimbursement system, nutritional quality and meal pattern compliance, resource management of program finances, and general programmatic areas.

Mr. Parajon
Mr. Little
Ms. Williamson
February 26, 2024
Page Two

The CACFP administrative review for federal fiscal year 2023-2024 and SFSP administrative review for federal fiscal year 2022-2023 for City of Alexandria Department of Recreational, Parks & Cultural Activities, agreement number 4110, included an offsite program documentation review and onsite meal service observation. The administrative review did not result in any required corrective action and therefore is officially closed.

The VDOE-SCNP thanks City of Alexandria Department of Recreational, Parks & Cultural Activities for its cooperation during this review process. The good work of your organization is imperative to ensuring Virginia's children have access to nutritious food year-round.

If you have any questions, please contact Jon Tirk, CNP Outreach & Onboarding Specialist-Lead Reviewer, via email at jon.tirk@doe.virginia.gov. You may also contact Maggie Parker, Community Nutrition Programs (CNP) Coordinator, via phone at (804) 802-3888 or via email at maggie.parker@doe.virginia.gov.

Sincerely,

Sandy Curwood

Dr. Sandra C. Curwood, RDN
Director, Office of School and Community Nutrition
Programs

SCC/MVP/cc

c: Jon Tirk, VDOE-CNP Outreach & Onboarding Specialist-Lead Reviewer
Maggie Parker, VDOE-CNP Coordinator