

FOOD PRODUCTION
RECORDS/MENUS AS
SERVED

OKLAHOMA CHILD AND ADULT CARE FOOD PROGRAM (CACFP)

FISCAL YEAR YYYY

This Food Production Records/Menus as Served Form is provided for your use by the CACFP so that uniform menu records can be maintained throughout the state.

1. After carefully reading, use this form for planning, analyzing, documenting meals* served.
2. Program administrators and/or authorized representatives are responsible for overseeing the utilization of this form.
3. All facilities that prepare any type of meal on-site must properly maintain this form.
4. This form should be maintained on a federal fiscal year basis (October 1, YYYY, through September 30, YYYY).
5. This form is to be maintained on-site and kept intact for review.
6. This form is to be maintained with all other CACFP records for the required three years.

* Meals are defined as any meal served for reimbursement (i.e., breakfast, a.m. snack, lunch, p.m. snack, supper, late p.m. snack).

**MINIMUM MEAL REQUIREMENTS OF THE CHILD AND ADULT CARE FOOD PROGRAM (CACFP)*
(FOR CHILD CARE CENTERS ONLY)**

* Child care centers, family day care homes (FDCHs), At-Risk after-school programs, and shelters participating in CACFP must make drinking water available to children as nutritionally appropriate. Throughout the day, including at mealtimes, water should be available to children to drink upon their request but does not have to be available for children to self-serve. While drinking water must be made available to children during mealtimes, it is not part of the reimbursable meal and may not be served in lieu of fluid milk.

BREAKFAST				FOOTNOTES FOR ALL MEALS
Food Components	Children Aged 1-2 Years	Children Aged 3-5 Years	Children Aged 6-12 Years	
MILK¹ Milk, fluid	1/2 cup (4 fl oz)	3/4 cup (6 fl oz)	1 cup (8 fl oz)	¹ Fluid milk must be fat-free or lowfat milk, fat-free or lowfat lactose-reduced milk, fat-free or lowfat lactose-free milk, fat-free or lowfat buttermilk, or fat-free or lowfat acidified milk. Milk served must be pasteurized fluid milk that meets state and local standards and may be flavored or unflavored. <i>Whole milk and reduced-fat (2%) milk may not be served to participants over two years of age.</i> ² Or an equivalent quantity of any combination of vegetable(s), fruit(s), and juice. ³ Or an equivalent quantity of any combination of bread/bread alternate. Refer to Food and Nutrition Service (FNS) Instruction 783-1, Rev. 2, Exhibit A (Bread and Bread Alternate Requirements). ⁴ Either volume (cup) or weight (ounce), whichever is less. ⁵ Must include at least two kinds. ⁶ Full-strength vegetable or fruit juice may be counted to meet not more than 1/2 of this requirement. ⁷ Or an equivalent quantity of any combination of meat/meat alternate. ⁸ Cooked lean meat without bone. ⁹ May be used as the meat alternate or as part of vegetable/fruit component, but not as both components in the same meal. ¹⁰ Nuts and seeds are not recommended to be served to children aged 1 through 3 since they present a choking hazard. If served, they should be finely minced. ¹¹ No more than 50 percent of the requirement shall be met with nuts or seeds. Nuts and seeds shall be combined with another meat/meat alternate to fulfill the requirement. For purposes of determining combinations, one ounce of nuts or seeds is equal to one ounce of cooked lean meat, poultry, or fish. ¹² Juice may not be served when milk is served as the only other component. ¹³ Applies to commercially prepared yogurt, lowfat yogurt, and nonfat yogurt. It does not apply to nonstandardized yogurt products, such as frozen yogurt, yogurt-flavored products, yogurt bars, yogurt-covered fruit or nuts. Commercial flavorings may be added, such as fruit, fruit juice, nuts, seeds, granola, etc., but they shall not be credited toward meeting the second food component requirement in the snack. ¹⁴ Includes such products as hard pretzels or chips made of whole-grain or enriched meal or flour.
VEGETABLES AND/OR FRUITS² Vegetable(s) or fruit(s) <i>or</i> Full-strength juice	1/4 cup 1/4 cup	1/2 cup 1/2 cup	1/2 cup 1/2 cup	
GRAINS/BREADS³ Enriched or whole-grain bread	1/2 serving	1/2 serving	1 serving	
Cornbread, biscuits, rolls, muffins, etc.	1/2 servng	1/2 serving	1 serving	
Cereal (cold, dry)	1/4 cup or 1/3 oz ⁴	1/3 cup or 1/2 oz ⁴	3/4 cup or 1 oz ⁴	
Cooked pasta or noodle products	1/4 cup	1/4 cup	1/2 cup	
Cooked cereal or cereal grains	1/4 cup	1/4 cup	1/2 cup	
LUNCH/SUPPER				
Food Components	Children Aged 1-2 Years	Children Aged 3-5 Years	Children Aged 6-12 Years	
MILK¹ Milk, fluid	1/2 cup (4 fl oz)	3/4 cup (6 fl oz)	1 cup (8 fl oz)	
VEGETABLES AND/OR FRUITS^{2,5} Vegetable(s) or fruit(s) <i>or</i> Full-strength juice ⁶	1/4 cup from 2 sources 1/4 cup from 2 sources	1/2 cup from 2 sources 1/2 cup from 2 sources	3/4 cup from 2 sources 3/4 cup from 2 sources	
GRAINS/BREADS³ Enriched or whole-grain bread	1/2 serving	1/2 serving	1 serving	
Cornbread, biscuits, rolls, muffins, etc.	1/2 serving	1/2 serving	1 serving	
Cooked pasta or noodle products	1/4 cup	1/4 cup	1/2 cup	
Cooked cereal or cereal grains	1/4 cup	1/4 cup	1/2 cup	
Nonsweet snack products ¹⁴	1/2 serving	1/2 serving	1 serving	
MEAT AND MEAT ALTERNATES⁷ Lean meat or poultry or fish ⁸	1 oz	1 1/2 oz	2 oz	
Cheese	1 oz	1 1/2 oz	2 oz	
Eggs	1/2 egg (large)	3/4 egg (large)	1 egg (large)	
Cooked dry beans or peas ⁹	1/4 cup	3/8 cup	1/2 cup	
Peanut butter, soy nut butter, or other nut or seed butters	2 Tbsp	3 Tbsp	4 Tbsp	
Peanuts, soy nuts, or tree nuts or seeds ¹⁰	1/2 oz = 50% ¹¹	3/4 oz = 50% ¹¹	1 oz = 50% ¹¹	
Yogurt, plain or flavored, unsweetened or sweetened ¹³	4 oz or 1/2 cup	6 oz or 3/4 cup	8 oz or 1 cup	

**MINIMUM MEAL REQUIREMENTS OF THE CHILD AND ADULT CARE FOOD PROGRAM
(FOR CHILD CARE CENTERS ONLY) continued**

SNACK (Choose 2 of the following components)				FOOTNOTES FOR ALL MEALS
Food Components	Children Aged 1-2 Years	Children Aged 3-5 Years	Children Aged 6-12 Years	
MILK¹ Milk, fluid	1/2 cup (4 fl oz)	1/2 cup (4 fl oz)	1 cup (8 fl oz)	¹ Fluid milk must be fat-free or lowfat milk, fat-free or lowfat lactose-reduced milk, fat-free or lowfat lactose-free milk, fat-free or lowfat buttermilk, or fat-free or lowfat acidified milk. Milk served must be pasteurized fluid milk that meets state and local standards and may be flavored or unflavored. <i>Whole milk and reduced-fat (2%) milk may not be served to participants over two years of age.</i> ² Or an equivalent quantity of any combination of vegetable(s), fruit(s), and juice. ³ Or an equivalent quantity of any combination of bread/bread alternate. Refer to Food and Nutrition Service (FNS) Instruction 783-1, Rev. 2, Exhibit A (Bread and Bread Alternate Requirements). ⁴ Either volume (cup) or weight (ounce), whichever is less. ⁵ Must include at least two kinds. ⁶ Full-strength vegetable or fruit juice may be counted to meet not more than 1/2 of this requirement. ⁷ Or an equivalent quantity of any combination of meat/meat alternate. ⁸ Cooked lean meat without bone. ⁹ May be used as the meat alternate or as part of vegetable/fruit component, but not as both components in the same meal. ¹⁰ Nuts and seeds are not recommended to be served to children aged 1 through 3 since they present a choking hazard. If served, they should be finely minced. ¹¹ No more than 50 percent of the requirement shall be met with nuts or seeds. Nuts and seeds shall be combined with another meat/meat alternate to fulfill the requirement. For purposes of determining combinations, one ounce of nuts or seeds is equal to one ounce of cooked lean meat, poultry, or fish. ¹² Juice may not be served when milk is served as the only other component. ¹³ Applies to commercially prepared yogurt, lowfat yogurt, and nonfat yogurt. It does not apply to nonstandardized yogurt products, such as frozen yogurt, yogurt-flavored products, yogurt bars, yogurt-covered fruit or nuts. Commercial flavorings may be added, such as fruit, fruit juice, nuts, seeds, granola, etc., but they shall not be credited toward meeting the second food component requirement in the snack. ¹⁴ Includes such products as hard pretzels or chips made of whole-grain or enriched meal or flour.
VEGETABLES AND/OR FRUITS² Vegetable(s) or fruit(s) <i>or</i> Full-strength juice ¹²	1/2 cup 1/2 cup	1/2 cup 1/2 cup	3/4 cup 3/4 cup	
GRAINS/BREADS³ Enriched or whole-grain bread Cornbread, biscuits, rolls, muffins, etc. Cereal (cold, dry) Cooked pasta or noodle products Cooked cereal or cereal grains Nonsweet snack products ¹⁴	1/2 serving 1/2 serving 1/4 cup or 1/3 oz ⁴ 1/4 cup 1/4 cup 1/2 serving	1/2 serving 1/2 serving 1/3 cup or 1/2 oz ⁴ 1/4 cup 1/4 cup 1/2 serving	1 serving 1 serving 3/4 cup or 1 oz ⁴ 1/2 cup 1/2 cup 1 serving	
MEAT AND MEAT ALTERNATES⁷ Lean meat or poultry or fish ⁸ Cheese Eggs Cooked dry beans or peas ⁹ Peanut butter, soynut butter, or other nut or seed butters Peanuts, soynuts, or tree nuts or seeds ¹⁰ Yogurt, plain or flavored, unsweetened or sweetened ¹³	1/2 oz 1/2 oz 1/2 egg (large) 1/8 cup 1 Tbsp 1/2 oz 2 oz or 1/4 cup	1/2 oz 1/2 oz 1/2 egg (large) 1/8 cup 1 Tbsp 1/2 oz 2 oz or 1/4 cup	1 oz 1 oz 1/2 egg (large) 1/4 cup 2 Tbsp 1 oz 4 oz or 1/2 cup	

CREDITING FOODS IN THE CHILD AND ADULT CARE FOOD PROGRAM

The goal of the CACFP is to improve the health and nutrition of the nation's children and adults while promoting the development of good eating habits and nutrition education.

This resource has been prepared to provide additional information on creditable foods in child care centers, outside-school-hours care centers, Head Start centers, family day care homes (FDCHs), and adult care centers.

Creditable foods are those foods that may be counted toward meeting the requirements for a reimbursable meal. Foods are determined to be creditable based on the following factors: (1) nutrient content, (2) customary function in a meal, (3) whether they meet regulations governing the Child Nutrition Programs (CNP) (on quantity requirements and/or by definition), (4) whether they meet the Food and Drug Administration's (FDA's) Standards of Identity, (5) whether they meet USDA's standards for meat and meat products, and (6) agreement with administrative policy decisions on the crediting of particular foods.

Noncreditable or **OTHER** foods are those that are not creditable because they do not meet the above criteria. **OTHER** foods do not meet the requirements for any components in the meal patterns. Noncreditable foods may supply calories that help meet the energy needs of participants and may contribute additional protein, vitamins, and minerals. They can be used to supplement the required meal components to improve acceptability and to satisfy children's and adults' appetites.

USDA reimburses child and adult care centers and FDCH sponsors participating in the CACFP for the meals served, not for individual foods. A meal is reimbursable if it contains those foods in the amounts outlined in the CACFP meal patterns. Therefore, a meal may be made up of both creditable foods and noncreditable foods.

The list on **pages 108** through **120** of creditable and noncreditable foods are not all-inclusive. The publication includes only those foods about which we have received inquiries or have noted as being credited incorrectly.

FAMILY-STYLE MEAL SERVICE

Family-style meal service means serving foods in bowls or dishes on the table. Children are encouraged to serve themselves or serve themselves with help from an adult.

Enough food must be placed on the table to provide the full required portion size for all the children at the table.

Family-style meal service has some advantages . . .

- **Family-style meals allow children to identify and be introduced to new foods, new tastes, and new menus.** Children are often unsure about new foods. Seeing new foods and watching others serve themselves gets them interested. They are more willing to try a small serving when they see other children trying new foods.
- **Children can choose the amount of food they want to have on their plates.** When foods are served family-style, children may choose to take a small portion of food, knowing that the food will still be available if they would like a second serving. Children feel more in control to judge their hunger and fullness throughout the meal, knowing that more food is within easy reach.
- **Children practice good table manners and new skills with their hands and fingers.** Serving themselves gives children time to practice skills like passing, pouring, and scooping foods. Taking turns, sharing, and politely turning down foods are all a part of the table manners children learn by participating in family-style meal service.

MILK

CACFP regulations require that, to be eligible for reimbursement, each breakfast, lunch, or supper must include fluid milk. Fluid milk is one of the options for a snack.

Milk means pasteurized fluid types of unflavored or flavored fat-free or lowfat milk, fat-free or lowfat lactose-reduced milk, fat-free or lowfat lactose-free milk, fat-free or lowfat buttermilk, or fat-free or lowfat acidified milk. Milk served must be pasteurized fluid milk that meets state and local standards. **Whole milk and reduced-fat (2%) milk may not be served to participants over two years of age.**

At breakfast, you must provide a serving of fluid milk as a beverage or use it on cereal or use it in part for each purpose. Both lunch and supper shall contain a serving of fluid milk as a beverage. Refer to the CACFP meal pattern for quantity requirements. If milk is one of the two components served for a snack, it must be fluid milk as a beverage or used in cereal or used in part for each purpose. However, milk may not be credited for a snack when juice is served as the other component. The snack must include at least one solid food item.

FOOD	YES	NO	COMMENTS
Milk, fluid (unflavored or flavored) Fat-free or lowfat (1%)	X		Milk served as part of any meal or snack for the purpose of reimbursement must be fluid milk. Only served to children 12 months or older.
Acidified milk Fat-free or lowfat (1%)	X		Acidified milk is a fluid milk produced by souring fluid whole, lowfat, or skim milk with an acidifying agent. Examples of acidified milk are <i>acidified kefir milk</i> and <i>acidified acidophilus milk</i> .
Buttermilk, fat-free or lowfat (1%)	X		
Certified raw milk		X	Regulations require the use of pasteurized milk.
Lactose-reduced or lactose-free milk Fat-free or lowfat (1%)	X		Lactose-reduced milk is a fluid milk modified by the addition of lactose enzymes. The lactose (milk sugar) in this milk has been broken down into simple sugars. Adults and children who cannot digest the lactose in milk may benefit from a lactose-reduced milk.
Fruit smoothies	X		As long as the fruit smoothie is prepared by the CACFP institution and not commercially purchased, the milk used in the smoothie can be credited. (Refer to USDA Policy Memo CACFP-17-2012.)

FOOD	YES	NO	COMMENTS
Skim (fat-free) milk	X		
Ultra-high temperature (UHT) milk Fat-free or lowfat (1%)	X		UHT milk is a fluid milk that is pasteurized by heating the milk to a minimum temperature of 280°F for 2-3 seconds. This temperature destroys all the pathogenic and spoilage microorganisms with the exception of a few spores that would remain dormant under normal conditions. As a result of this heat treatment, the product can be stored without refrigeration for 3 through 12 months.
Whole milk	X		Serve only to children between the ages of 1 and 2 years.
Cheese, all types		X	
Chocolate milk (hot)	X		Must be made with approved fluid milk; only the fluid milk portion is creditable.
Cocoa	X		Must be made with approved fluid milk; only the fluid milk portion is creditable.
Cream		X	Does not fit the definition of milk.
Cream sauces		X	Does not fit the definition of milk.
Cream soups		X	Does not fit the definition of milk.
Custard		X	Does not fit the definition of milk.
Eggnog, commercial or homemade		X	Does not fit the definition of milk.
Evaporated milk		X	Does not fit the definition of milk.
Half and half		X	Does not fit the definition of milk.
Ice cream		X	Does not fit the definition of milk.
Ice milk		X	Does not fit the definition of milk.
Imitation milk		X	Does not fit the definition of milk.

FOOD	YES	NO	COMMENTS
Milkshakes	X		May be used to meet the milk component of lunches, suppers, and the snacks served in the CNP if those milkshakes contain the minimum required quantity of approved fluid milk per serving appropriate for the age group being served.
Pudding		X	Does not fit the definition of milk.
Pudding pops		X	Does not fit the definition of milk.
Reconstituted dry milk		X	Does not fit the definition of milk.
Sherbet		X	Does not fit the definition of milk.
Sour cream		X	Does not fit the definition of milk.
Yogurt		X	Does not fit the definition of milk for children; however, yogurt can be used as a milk component in ADULT day care institutions.

Nondairy Beverages

In the case of children who cannot consume fluid milk due to medical or other special dietary needs other than a disability, nondairy beverages may be served in lieu of fluid milk. Nondairy beverages must be nutritionally equivalent to milk and meet the Nutrient Standards found in cow's milk. Nondairy beverage nutrient requirements per cup include each of the following:

- Calcium 276 mg
- Protein 8 g
- Vitamin A 500 IU
- Vitamin D 100 IU
- Magnesium 24 mg
- Potassium 222 mg
- Phosphorus 349 mg
- Riboflavin 0.44 mg
- Vitamin B-12 1.1 mg

Parents or guardians may now request in writing nondairy milk substitutions, as described above, without providing a medical statement. As an example, if a parent has a child who follows a vegan diet, the parent can submit a written request of the child's caretaker asking that a milk substitution be served in lieu of cow's milk. The written request must identify the medical or other special dietary need that restricts the diet of the child. An example of a request form is on **page 14**. *Such substitutions are at the option and the expense of the facility.* The requirements related to milk or food substitutions for a participant who has a medical disability and who submits a medical statement signed by a licensed physician remain unchanged.

MEAT AND MEAT ALTERNATES

CACFP regulations require that a lunch or supper served must contain the amount of meat or meat alternates specified in the meal pattern. You may use a serving of meat or meat alternate as one of the two components of a snack.

Meat and meat alternates include lean meat, poultry, or fish; or cheese; or an egg; or cooked dry beans or peas; or nuts and seeds and their butters (except for acorn, chestnut, and coconut); or an equivalent quantity of any combination of these foods. These foods must be served in a main dish, or in a main dish and one other item, to meet this requirement.

Nuts and seeds may fulfill: (1) no more than one-half of the meat/meat alternate requirement for lunch/supper for all meal types and (2) all of the meat/meat alternate requirements for the snack for the CACFP.

FOOD	YES	NO	COMMENTS
Acorn		X	Low protein content.
Bacon and imitation bacon products		X	Considered as fat.
Bacon, crumbled (to be used in salads)		X	
Beans, dry	X		
Bologna, frankfurters, hotdogs, wieners. and Vienna sausages	X		<i>All-meat</i> with no by-products, cereals, binders, and extenders, and not mechanically separated or CN label or product formulation statement is required.
Canadian bacon	X		One pound (16 ounces) will yield eleven 1-ounce servings of cooked meat.
Chili mac Meat stew Pizza Pot pies Ravioli	—	—	Creditable only if (1) they are a CN-labeled product or (2) you have a product formulation statement signed by an official of the manufacturer (not a salesperson) stating the amount of cooked lean meat/meat alternate per serving.
Canned luncheon meat, pressed		X	No Standard of Identity.
Cheese food, cheese spread, and cottage cheese	X		Two-ounce serving equals 1-ounce meat alternate.
Cheese: imitation, product		X	Does not fit the definition of cheese.
Cheese: natural, processed	X		
Canned cheese sauce		X	Requires CN label or product formulation statement.

FOOD	YES	NO	COMMENTS
Chestnuts		X	Low protein content.
Chitterlings		X	Considered as fat.
Coconuts		X	Low protein content.
Corn dogs	—	—	The bread is credited like cornbread as a grains/breads; the frankfurter is credited as a meat/meat alternate. Creditable only if homemade or if a product formulation statement or a CN label is on file for the product.
Cream cheese		X	Contains less protein and more fat than other creditable cheeses. A serving size that would provide an equivalent quantity of protein would be excessive, especially for preschool children.
Deviled eggs	X		
Eggs	X		Cooked only. Raw eggs are a health hazard.
Fish sticks	X		Yes, if a 1-oz stick and not from minced fish. All other fish sticks would require a CN label.
Frankfurters, hotdogs, bologna, wieners, and Vienna sausages	X		<i>All-meat</i> with no by-products, cereals, binders, and extenders, and not mechanically separated or CN label or product formulation statement required.
Game	—	—	Venison, squirrel, rabbit, etc.—for safety reasons not creditable under the CACFP unless inspected and approved by either a state or federal authority. Use of such items is not recommended due to the potential health hazard.
Kidney	X		Refer to Food-Buying Guide to determine yield.
Liver	X		Refer to Food-Buying Guide to determine yield.
Neufchatel cheese		X	Soft, unripened cheese similar to cream cheese but containing less fat and more moisture.
Nuts	X		Full meat/meat alternate credit for snack, but not more than 1/2 credit for lunch or supper. Be careful not to serve nuts to children under 5 years of age to avoid choking.
Oxtails		X	Small amount of meat content.
Peanut butter	X		It is suggested that peanut butter be served in combination with another meat/meat alternate item, since the required portion sizes for peanut butter may not be acceptable to preschool children.

FOOD	YES	NO	COMMENTS
Peas, dry	X		
Pepperoni	X		Creditable only if a product formulation statement or CN label is on file for the product.
Pig's feet		X	Small amount of meat content.
Pig neck bones		X	Small amount of meat content.
Pig tails		X	Small amount of meat content.
Pizza, homemade	X		If the amounts of meat or meat alternate ingredients are identified and documented.
Powdered cheese in boxed macaroni		X	The powdered cheese mix is not credited toward any of the food components. The macaroni, if enriched, can be credited as a bread alternate.
Sausage, pork	X		
Scrapple		X	Insufficient meat content.
Seeds	X		Full meat/meat alternate credit for snack, but not more than 1/2 credit for lunch or supper. Nuts and seeds are not recommended to be served to children aged 1 through 3 since they present a choking hazard. If served, they should be finely minced.
Shellfish	X		Must be fully cooked; only the edible fish portion is creditable.
Soup, homemade, containing: meat, fish, poultry, or other meat alternate	X		
Soups, commercially prepared		X	Insufficient meat/meat alternate content per serving. Exceptions: bean soup, pea soup.
Tofu		X	Tofu is soybean curd. There is no Standard of Identity for tofu. The product can vary from one manufacturer to another.
Tripe		X	
Turkey bacon		X	Creditable only if a product formulation statement or a CN label is on file for the product.
Vienna sausages, bologna, frankfurters, and wieners	X		<i>All-meat</i> with no by-products, cereals, binders, and extenders, and not mechanically separated or CN label or product formulation statement required.
Yogurt	X		Commercially prepared, plain or flavored, unsweetened or sweetened.

VEGETABLES AND FRUITS

A breakfast shall contain a serving of vegetable(s) or fruit(s) or full-strength vegetable or fruit juice or an equivalent quantity of any combination of these foods.

Both lunch and supper shall contain a serving of two or more vegetables or fruits or a combination of both. Full-strength vegetable or fruit juice may be counted to meet not more than one-half of this requirement.

In order to be creditable, a juice must contain 100 percent full-strength juice or include a CN label or product formulation statement. Therefore, it is important to read the product label. If a less than full-strength juice is used, the volume of liquid that must be served to comply with meal pattern requirements is generally excessive for preschool children.

Cooked dry beans or peas may be counted as a vegetable or as a meat alternate, but not as both in the same meal.

A serving of vegetables or fruits may be credited as one component of the required two components of a snack. However, juice may not be credited as one of the components of a snack when milk is served as the only other component.

Vegetables or fruits served as a combination item (e.g., fruit cocktail, succotash, peas and carrots, mixed vegetables) may be credited to meet only one of the two required components for lunch, supper, and snack.

All condiments and seasonings are not creditable food items; they serve as accessories to enhance the acceptability of the meal.

FOOD	YES	NO	COMMENTS
Apple cider	X		Must be pasteurized.
Apple fritters	X		Only fruit added to fritters contributes.
Aspic	—	—	See gelatin salads.
Banana in pudding	X		Counted to meet the vegetable/fruit requirement; the pudding is counted as extra.
Barbecue sauce		X	
Bean sprouts	X		Not allowed in the raw state.
Beverages		X	
Cake containing fruit		X	
Carrot in bread		X	
Corn chips		X	Creditable as bread only—whole grain or enriched.
Corn syrup		X	

FOOD	YES	NO	COMMENTS
Cranberry juice blend	X		Cranberry juice (not cranberry juice cocktail) in a blend with another 100 percent juice is creditable; for example, cranberry juice mixed with apple juice. One hundred percent cranberry juice is generally not commercially available and is not considered palatable.
Cranberry juice cocktail		X	
Drinks, fruit		X	
Dry spice mixes		X	
Figs in fig bar cookies		X	Amount too small to count toward fruit/vegetable component.
Frozen fruit juice bars	X		Juice portion is creditable only if homemade or a CN label or product formulation statement is available.
Frozen fruit-flavored bars		X	Does not contain enough, if any, fruit juice.
Fruit cobblers	X		Only fruit added to cobblers contributes.
Fruit crisps	X		Only fruit added to crisps contributes.
Fruit drinks		X	
Fruit-flavored powders		X	Does not fit the definition of fruit.
Fruit-flavored canned <i>punch</i>		X	
Fruit juice bases		X	Does not contain sufficient amount of fruit per serving.
Fruit pies	X		Only fruit added to pies contributes. Use of such items should be minimized due to high sugar content.
Fruit sauces	X		Only the fruit portion of the sauce.
Fruit smoothies	X		The fruit used in commercially purchased or center-prepared smoothies can be credited. (Refer to USDA Policy Memo CACFP-17-2012.)
Fruit snacks		X	For example, bars, roll-ups, wrinkles, cakes, or candy do not contain sufficient amount of fruit per serving.
Gelatin desserts with fruit and/or juice	X		Only the fruit or juice added to the gelatin contributes.
Gelatin desserts with fruit and/or vegetable	X		Only the fruit or vegetable added to the gelatin contributes.
Gravy bases		X	

FOOD	YES	NO	COMMENTS
Hominy		X	Considered as <i>other food</i> . No nutritional value other than minimal amounts of fiber and starch.
Honey		X	
Ice cream, fruit flavors		X	
Jam		X	Insufficient fruit content per serving.
Jelly		X	Insufficient fruit content per serving.
Juice blends—all fruit	X		
Ketchup		X	
Lemonade		X	
Maple syrup		X	
Mayonnaise		X	
Muffins with fruit		X	
Mustard		X	
Nectar—canned from apricots, pears, peaches, etc.		X	
Oil, salad		X	
Olives	X		High salt content should be noted.
Onion rings	X		If homemade or if a product formulation statement or CN label is available.
Pickles	X		High salt content should be noted.
Pineapple upside-down cake		X	Only the fruit added to the cake contributes if a serving meets 1/8 cup fruit/vegetable.
Pizza sauce		X	
Potato chips		X	
Popcorn		X	
Preserves		X	
Puddings with fruit	X		Only the fruit is creditable.
Pumpkin in bread		X	
Rice		X	Creditable as bread only, whole grain or enriched.

FOOD	YES	NO	COMMENTS
Salad dressing		X	
Salsa	X		A minimum of 1/8 cup must be served to receive credit. Products that contain all vegetable ingredients with minor amounts of spices or flavorings may be credited fully. Products that contain nonvegetable items, such as gums, starches, or stabilizers—only the portion of the salsa that is a vegetable ingredient may be counted toward the volume requirement.
Sherbet/Sorbet		X	
Soup: canned or frozen ready-to-serve minestrone, bean, tomato, tomato rice, vegetable	X		One-cup serving will yield 1/4 cup vegetable.
Soups, homemade	X		Use quantities of vegetables in recipe to calculate credit.
Spaghetti sauce	X		
Squash in bread		X	
Syrup, fruit-flavored		X	
Toaster tarts with fruit		X	Insufficient fruit content: creditable as bread at snack and breakfast only.
Tomato sauce	X		
Vegetable juice blends	X		Mixed, full-strength vegetable juices.
Vegetables, chopped	X		
Vinegar		X	
Yogurt with fruit	—	—	Commercially purchased may not be counted to meet the fruit component. May be credited if added by the center and the quantity is at least 1/8 cup (2 Tbsp).
Zucchini in bread		X	

GRAINS/BREADS

Grains/breads product served must be enriched or whole-grain or made from enriched or whole-grain meal and/or flour, bran, and/or germ or if it is a cereal that is whole-grain or fortified.

Required serving sizes for the products listed should be determined using the Grains/Breads chart.

FOOD	YES	NO	COMMENTS
Bagels	X		
Banana bread	X		
Biscuits	X		
Boston brown bread	X		
Brownies	X		Creditable at SNACK only.
Cakes	X		Creditable at SNACK only.
Caramel corn		X	Does not fit the definition of bread.
Carrot bread	X		Creditable at BREAKFAST and SNACK only.
Cereal bars		X	
Chow mein noodles	X		
Coffee cake	X		Creditable at BREAKFAST and SNACK only.
Cookies	X		Creditable at SNACK only.
Cornbread	X		
Corn chips	X		
Crepes	X		
Croutons	X		
Cupcakes	X		Creditable at SNACK only.
Doughnuts	X		Creditable at BREAKFAST and SNACK only.
English muffins	X		
French bread	X		
Fried bread	X		
Gingerbread	X		Creditable at BREAKFAST and SNACK only.
Granola bars	X		

FOOD	YES	NO	COMMENTS
Grits	X		Must be whole grain or enriched.
Ice cream cones		X	One cone weighs about 3 grams, which is insufficient as a cookie serving size.
Ice cream sandwich wafers	X		The wafers may be credited as a serving of cookies if requirements for weight and enrichment are met.
Italian bread	X		
Muffins	X		For example: corn, bran, blueberry.
Nachos, shells and chips	X		Must be whole grain-based or enriched.
Noodles in soup (homemade)	X		Must be enriched and served in sufficient quantity.
Pasta	X		Must be enriched and served in sufficient quantity.
Pie crust for dessert items	X		Cobblers, crisps, and fruit pies can be credited for SNACK only.
Pie crust (fruit turnovers)	X		Creditable at BREAKFAST and SNACK only.
Pita bread	X		
Popovers	X		
Potatoes		X	
Pretzel, soft	X		
Pretzel, hard	X		
Pumpernickel bread	X		
Pumpkin bread	X		Creditable at BREAKFAST and SNACK only.
Raisin bread	X		
Rice	X		Must be enriched or whole grain.
Rice cakes	X		One cake weighs approximately nine grams.

FOOD	YES	NO	COMMENTS
Rice pudding	X		The rice used in rice pudding is creditable for <i>SNACK</i> only.
Rolls, all types	X		
Rye wafers	X		
Snack-type crackers	X		
Stuffing, bread	X		
Sweet rolls and buns	X		Creditable at <i>BREAKFAST</i> and <i>SNACK</i> only.
Tapioca		X	
Toaster pastries	X		Creditable at <i>BREAKFAST</i> and <i>SNACK</i> only.
Tortilla chips	X		Must be whole grain-based or enriched.
Vanilla wafers	X		These are cookies creditable for <i>SNACK</i> only.
Vienna bread	X		
Wheat wafers	X		
Wheat germ	X		
White bread	X		
Whole- or cracked-wheat bread	X		
Zucchini bread	X		Creditable at <i>BREAKFAST</i> and <i>SNACK</i> only.

CLARIFICATION ON CONTROVERSIAL FOODS

- Turkey and ham deli meat—no turkey or ham deli meat is allowed unless a Child Nutrition (CN) label or product formulation statement is provided.
- Turkey roast—per the Food-Buying Guide, the only turkey roast allowed is USDA commodity only unless a product formulation statement or CN label is provided.
- Canned lunch meat is not in the Food-Buying Guide and, therefore, is not creditable unless CN-labeled or a product formulation statement is provided.
- Hot dogs, bologna, meat sticks, knockwurst (frankfurters)—per the Food-Buying Guide—are based on products that do not contain meat or poultry by-products, cereals, binders, or extenders. Upon research, all beef hot dogs and all beef bologna are creditable. Hot dogs and luncheon meats that are mechanically separated, but have a CN label or product formulation statement, are creditable.
- Pimiento cheese spread has to be homemade with real cheese or have a CN label or product formulation statement.
- Fruit-filled and cream-filled sandwich cookies are creditable under Group E of the Grains/Breads Chart.
- Prepackaged peanut butter and cheese sandwich crackers: the only creditable component is the cracker; to determine the creditability of the cracker, the filling must be scraped off and the cracker weighted.
- Ice cream sandwich wafers—may be credited as a serving of cookies if requirements for weight and enrichment are met.
- Party mix must be homemade unless the only ingredients are pretzels, crackers, and cereal.

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GRAINS/BREADS ALTERNATES

The meal patterns for breakfast, lunch, and supper contain a bread or bread alternate requirement in the amount specified for each age group. A bread or bread alternate may also be served as one of the two components for snacks.

Criteria for Determining Acceptable Grains, Breads, and Bread Alternates

It is important to remember that the goal of the CACFP is to do more than just provide nutrients children and adults need. The CACFP also introduces young children to many different types of food and helps them to develop good eating habits. As a participant in the CACFP, you should use sound judgment whenever selecting foods to be served to young children and to adults.

- Creditable grains/breads items must be whole grain or enriched or made from whole-grain or enriched meal or flour. Cereals must be whole grain, enriched, or fortified. Enriched or whole grain is no longer required to be the predominant ingredient by weight; however, the predominant grain ingredient must be enriched or whole grain.
- One serving of bread must contain no less than 14.75 grams of enriched or whole grain or 7.38 grams for one-half serving of bread.
- The acceptable bread and bread alternates are reported in Exhibit A of this instruction.
- Traditional breakfast items such as toaster pastries, doughnuts, coffee cakes, sweet rolls, grain fruit bars, and granola bars are marked with an asterisk. They may be served and credited for breakfast. Items marked with an asterisk may also be served and credited for snacks in the CACFP.

Foods That Qualify as Grains/Breads Alternates

Foods that qualify as grains/breads for the CNP include, but are not limited to:

- Whole-grain or enriched flour bread
- Whole-grain or enriched meal or flour biscuits, rolls, muffins, crackers, etc.
- Cooked whole-grain or enriched cereal grains such as rice, bulgur, oatmeal, corn grits, or couscous
- Whole-grain, enriched, or fortified breakfast cereal
- Whole-grain, enriched, or fortified cereals or bread products that are used as an ingredient in another menu item (such as crispy cereal treats or breading on meats)
- Cooked enriched or whole-grain macaroni or noodle products
- Pie crust from dessert (snack only), meat or meat alternate pies
- Nonsweet snack products such as hard pretzels, hard breadsticks, and chips made from whole-grain and/or enriched meal or flour

Criteria for Determining Acceptable Grains/Breads Alternates

The following criteria are to be used as a basis for crediting items to meet the grains/bread alternate requirement:

1. The items must be whole grain or enriched or made from whole-grain or enriched meal or flour; if it is a cereal, the product must be whole grain, enriched, or fortified.
2. If it is enriched, the item must meet the FDA's Standards of Identity for enriched bread, macaroni and noodle products, rice, cornmeal, or corn grits.

3. The item must contain enriched flour and/or whole grain as specified on the label or according to the recipe or must be enriched in preparation or processing and labeled *enriched*.
4. Ingredients in items that are partial grains such as wheat germ, oat and wheat bran, or other brans may be used for determining the credit of the item.
5. The item must be provided in quantities specified in the regulations. Exhibit A contains suggested equivalent minimum serving sizes for a wide variety of items. In lieu of using these minimum serving sizes, crediting may be determined for a particular item using the following criteria.

Criteria for Determining Equivalent Minimum Weight of a Serving

The following criteria must be used in determining the minimum weight of bread/bread alternate items. In calculating the reference servings in Exhibit A, the amounts of key ingredients for each item were averaged from the available data for items of that type. It was determined that the key ingredients in the items were basically furnished by the enriched flour and/or whole-grain ingredient. Food items have been divided into groups according to the product weight that will yield the enriched flour and/or whole-grain equivalent of the reference slice of bread. Within each group, all items have approximately the same nutrient and grain content per serving. The minimum weight of each group is based on the enriched flour and/or whole-grain content of the product (exclusive of fillings, toppings, etc.). Therefore, equivalent minimum serving sizes may vary from those in Exhibit A as long as the criteria for determining minimum weight have been met.

1. A serving of bread/bread alternate must contain no less than 14.75 grams enriched flour and/or whole grain. This amount was determined using the grain content of a 25-gram (or 0.9 ounce) slice of white bread as a reference. Crediting of foods will be determined by the total amount of enriched flour and/or whole grain in the recipe or formula divided by the portion yield.
2. One serving equals serving size for children aged six years and older. One-half serving equals serving size for children aged one through five years.

Definition of Terms

Flour is the product derived by finely grinding and bolting (sifting) wheat or other grains. Flour includes all grains (wheat, rye, corn, etc.).

Meal is the product derived by coarsely grinding corn, oats, wheat, etc.

Whole grain is the edible part of wheat, corn, rice, oats, rye, barley, etc. Parts of the grains such as the germ or the bran are not considered whole grain, but may be included when determining the credit of the item.

Cereal grain is the edible part of a whole grain that has been processed for consumption.

Breakfast cereal is any cereal grain served in a cold, dry form. Breakfast cereals are traditionally served as a breakfast menu item, but may be served in meals other than breakfast.

Enriched means that the product conforms to the FDA's Standards of Identity for levels of iron, thiamin, riboflavin, and niacin. The terms *enriched*, *fortified*, or similar terms indicate the addition of one or more vitamins or minerals or protein to a food, unless an applicable federal regulation requires the use of specific words or statements. **Whole-grain** flour or meal is the product derived by grinding the entire grain minus husk/hull. If a flour or meal does not contain all edible parts of the grain, it is not whole grain.

DETERMINING NUMBER OF SERVINGS AVAILABLE IN GRAINS/ BREADS RECIPES

Frequently, centers will prepare bread/bread alternate food items using recipes. In lieu of using the minimum serving sizes, the contribution of a grains/breads in a recipe may be calculated to determine the number of grains/breads servings the recipe provides. The crediting of a food item as a grains/breads serving is determined by the total amount of enriched or whole-grain meal and/or flour in the recipe divided by the number of servings the recipe yields. Bran and germ are calculated in the same manner as enriched or whole-grain meal or flour.

One bread equivalent must contain 14.75 grams of enriched or whole-grain flour or meal or bran or germ. One-half bread equivalent must contain 7.38 grams, and one-fourth bread equivalent must contain 3.69 grams. (**NOTE:** The total weight of the portion will be greater than the weight of the grain ingredients.)

WEIGHTS OF COMMONLY USED GRAINS

<i>Food Items (weight of one cup)</i>	<i>Grams</i>
Bran	
Oat, dry	92
Wheat, crude	58
Cornmeal	122
Flour, rice	
Brown	158
White	158
Flour, rye	
Dark	128
Light	101
Flour, wheat	
All-purpose, unsifted	125
All-purpose, sifted	116
Bread, unsifted	130
Bread, sifted	117
Self-rising, unsifted	131
Self-rising, sifted	106
Whole-wheat	120
Oats, quick (not instant)	
Uncooked	81
Cooked	246
Rice, white, enriched	
Instant, ready-to-serve, cooked	165
Long grain, raw	185
Long grain, cooked	205
Parboiled, raw	185
Parboiled, cooked	175
Wheat germ	115

**WORKSHEET FOR CALCULATING GRAINS/BREADS
CONTRIBUTION FROM A RECIPE FOR THE TYPES
OF FOOD PRODUCTS IN GROUPS A-G,
USING GRAMS OF CREDITABLE GRAINS**

Instructions:

1. On the worksheet, list each enriched or whole-grain meal and/or flour, bran, and/or germ ingredient in the recipe.
2. Fill in the quantity (cups, pounds, kilograms, ounces, grams, etc.) of each enriched or whole-grain meal and/or flour, bran, and/or germ ingredient in the recipe.
3. Convert the amount of each enriched or whole-grain meal and/or flour, bran, and/or germ ingredient in the recipe to grams. If you do not know the weight per cup of the grain you are using, here are some commonly used conversions:

Number of pounds of ingredient X 453.6 grams	Number of cups of <i>degermed, enriched cornmeal</i> X 138 grams
Number of ounces of ingredient X 28.35 grams	Number of cups of <i>stone-ground cornmeal</i> X 132 grams
Number of cups of <i>enriched white flour</i> X 125 grams	Number of cups of <i>wheat bran</i> X 58 grams
Number of cups of <i>regular rolled oats</i> X 81 grams	Number of cups of <i>wheat germ</i> X 115 grams
Number of cups of <i>quick-cooking oats</i> X 81 grams	Number of cups of <i>whole-wheat flour</i> X 120 grams
Number of cups of <i>regular cornmeal</i> X 122 grams	
4. Add the grams for each grain ingredient to determine the total grams of enriched or whole-grain meal and/or flour, bran, and/or germ in the recipe.
5. Divide the total grams of creditable grains in the recipe by the number of portions in the recipe to determine the number of grams of creditable grains per portion of food product.
6. Divide the number of grams of creditable grains per portion by 7.38 grams for 1/2 serving and 14.75 grams for 1 serving (reference amount of enriched or whole-grain meal and/or flour, bran, and/or germ in one grains/breads serving).
7. Round down to the nearest 1/4 grains/breads serving.

Worksheet:

1. Creditable Grain Ingredient	2. Quantity	3. Convert to Grams	Grams
		X	=
		X	=
		X	=
		X	=
		4. Total Grams	=

5. Total grams *divided by* number of portions in recipe:

Total grams creditable grains from Step 4	=		=		=	_____ number of grams creditable grains per portion
Number of portions per recipe	=		=		=	
6. Divide number of grams per portion (answer from Step 5) by 7.38:

7.38	=		=		=	1/2 grains/breads serving(s)
------	---	--	---	--	---	------------------------------
7. Round **DOWN** to the nearest grains/breads serving.

	=		=		=	_____ creditable 1/2 grains/breads servings
--	---	--	---	--	---	---

GRAINS/BREADS ALTERNATE REQUIREMENTS FOR THE CHILD NUTRITION PROGRAMS¹

- Serving Size for 6- Through 12-Year-Old Children = 1 serving
- Serving Size for 1- Through 5-Year-Old Children = 1/2 serving
- Serving Size for Adults = 1 serving

GROUP A	MINIMUM SERVING SIZE FOR GROUP A
<ul style="list-style-type: none"> • Bread-type coating • Breadsticks (hard) • Chow mein noodles • Crackers (saltines and snack crackers) • Croutons • Pretzels (hard) • Stuffing (dry) <p><i>NOTE: Weights apply to bread in stuffing.</i></p>	<p>1 serving = 20 gm or 0.7 oz</p> <p>1/2 serving = 10 gm or 0.4 oz</p>
GROUP B	MINIMUM SERVING SIZE FOR GROUP B
<ul style="list-style-type: none"> • Bagels • Batter-type coating • Biscuits • Breads (white, wheat, whole-wheat, French, Italian) • Buns (hamburger and hot dog) • Crackers (graham crackers—all shapes, animal crackers) • Egg roll skins • English muffins • Pita bread (white, wheat, whole-wheat) • Pizza crust • Pretzels (soft) • Rolls (white, wheat, whole-wheat, potato) • Tortillas (wheat or corn) • Tortilla chips (wheat or corn) • Taco shells 	<p>1 serving = 25 gm or 0.9 oz</p> <p>1/2 serving = 13 gm or 0.5 oz</p>
GROUP C	MINIMUM SERVING SIZE FOR GROUP C
<ul style="list-style-type: none"> • Cookies² (plain) • Cornbread • Corn muffins • Croissants • Pancakes • Pie crust (dessert pies², fruit turnovers³, and meat/meat alternate pies) • Waffles 	<p>1 serving = 31 gm or 1.1 oz</p> <p>1/2 serving = 16 gm or 0.6 oz</p>
GROUP D	MINIMUM SERVING SIZE FOR GROUP D
<ul style="list-style-type: none"> • Doughnuts³ (cake and yeast-raised, unfrosted) • Granola bars³ (plain) • Muffins (all except corn) • Sweet roll³ (unfrosted) • Toaster pastry³ (unfrosted) 	<p>1 serving = 50 gm or 1.8 oz</p> <p>1/2 serving = 25 gm or 0.9 oz</p>

¹ These foods must be whole-grain or enriched or made from enriched or whole-grain meal and/or flour, bran, and/or germ. Some of the foods, or their accompaniments, may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

² Snack only.

³ Snack and breakfast only.

- Serving Size for 6- Through 12-Year-Old Children = 1 serving
- Serving Size for 1- Through 5-Year-Old Children = 1/2 serving
- Serving Size for Adults = 1 serving

GROUP E	MINIMUM SERVING SIZE FOR GROUP E
<ul style="list-style-type: none"> • Cookies² (with nuts, raisins, chocolate pieces, fruit purees, and cream-filled sandwich) • Doughnuts³ (cake and yeast-raised, frosted or glazed) • French toast • Grain fruit bars³ • Granola bars³ (with nuts, raisins, chocolate pieces, and/or fruit) • Sweet rolls³ (frosted) • Toaster pastry³ (frosted) 	1 serving = 63 gm or 2.2 oz 1/2 serving = 31 gm or 1.1 oz
GROUP F	MINIMUM SERVING SIZE FOR GROUP F
<ul style="list-style-type: none"> • Cake² (plain, unfrosted) • Coffee cake³ 	1 serving = 75 gm or 2.7 oz 1/2 serving = 38 gm or 1.3 oz
GROUP G	MINIMUM SERVING SIZE FOR GROUP G
<ul style="list-style-type: none"> • Brownies² (plain) • Cake² (all varieties, frosted) 	1 serving = 115 gm or 4.0 oz 1/2 serving = 58 gm or 2.0 oz
GROUP H	MINIMUM SERVING SIZE FOR GROUP H
<ul style="list-style-type: none"> • Barley • Breakfast cereals⁵ (cooked) • Bulgur or cracked wheat • Macaroni (all shapes) • Noodles (all varieties) • Pasta (all shapes) • Ravioli (noodle only) • Rice (enriched white or brown) 	1 serving = 1/2 cup cooked (or 25 gm dry)
GROUP I	MINIMUM SERVING SIZE FOR GROUP I
<ul style="list-style-type: none"> • Ready-to-eat breakfast cereal^{4,5} (cold, dry) 	1 serving = 3/4 cup or 1.0 oz, whichever is less

² Snack only.

³ Snack and breakfast only.

⁴ Refer to the minimum meal pattern requirements for the appropriate serving size for cereals served to children aged one through five and adult participants in the CACFP. Breakfast cereals are traditionally served as a breakfast menu item, but may be served in meals other than breakfast.

⁵ Cereals may be whole-grain, enriched, or fortified.

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WHAT FOODS ARE GOOD SOURCES OF VITAMIN A, VITAMIN C, CALCIUM, AND IRON?

Children need many different nutrients to grow and be healthy. That is why it is important to include a variety of foods in the meals and snacks you serve.

This is a list of foods that are good sources of four key nutrients: vitamin A, vitamin C, calcium, and iron. A good food source contributes at least 10 percent of the Recommended Daily Allowance (RDA) for a particular nutrient.

Here is how to read the charts:

Foods and serving sizes are listed in the first two columns. The third column shows what percentage of the RDA a serving provides, as follows:

Symbol: *For children aged 1 to 3 years old, one serving contains:*

	GOOD	. . . 10 to 24 percent of RDA
	BETTER	. . . 25 to 39 percent of RDA
	BEST	. . . 40 percent or more of RDA

Foods That Contain Vitamin A

Food	Serving Size	% of RDA
<i>Meat/Meat Alternates</i>		
Liver (beef, pork, chicken, or turkey), braised	1 1/2 oz	■ ■ ■
<i>Meat/Meat Alternates—Fish/Seafood</i>		
Mackerel, canned	1 1/2 oz	■
<i>Fruits</i>		
Apricots		
Canned, juice pack	2 halves	■
Dried, cooked, unsweetened	1/4 cup	■ ■
Dried, uncooked	5 halves	■
Avocado	1/4 cup	■
Cantaloupe	1/4 cup, diced	■ ■
Cherries, red sour, fresh	1/4 cup, pitted	■
Mandarin orange sections	1/4 cup	■
Mango, raw	1/4 medium	■ ■ ■
Melon balls (cantaloupe and honeydew)	1/4 cup	■
Nectarine	1/2 medium	■
Papaya	1/4 cup	■
Plums, canned, juice pack	1/4 cup	■
Prunes, dried, cooked	1/4 cup	■
Watermelon	1 cup	■
<i>Vegetables</i>		
Beet greens, cooked	1/4 cup	■ ■ ■
Bok choy, cooked	1/4 cup	■ ■ ■
Broccoli, cooked	1/4 cup	■
Carrots, raw or cooked	1/4 cup	■ ■ ■
Chicory greens, raw	1/4 cup	■
Collards, cooked	1/4 cup	■
Dandelion greens, cooked	1/4 cup	■ ■ ■
Escarole, cooked	1/4 cup	■
Kale, cooked	1/4 cup	■ ■ ■
Mustard greens, cooked	1/4 cup	■
Peas and carrots, cooked	1/4 cup	■ ■ ■
Peppers, sweet red, raw	1/2 small	■ ■ ■
Plantain, cooked	1/2 medium	■
Pumpkin, cooked	1/4 cup	■
Romaine lettuce	1/4 cup	■
Spinach, cooked	1/4 cup	■ ■ ■
Squash, winter (acorn, butternut, etc.)	1/4 cup	■ ■ ■
Sweet potato	1/2 medium	■ ■ ■
Swiss chard, cooked	1/4 cup	■
Tomato (juice, paste, or puree)	1/4 cup	■
Turnip greens, cooked	1/4 cup	■ ■ ■
<i>Milk</i>		
Milk, lowfat or skim (fat-free)	1/2 cup	■

Foods That Contain Vitamin C

Food	Serving Size	% of RDA
<i>Meat/Meat Alternates</i>		
Liver (beef or pork), braised	1 1/2 oz	■ ■
Liver (chicken)	1/4 cup	■
<i>Meat/Meat Alternates—Fish/Seafood</i>		
Clams, steamed or canned	1 1/2 oz	■
Mussels, steamed or poached	1 1/2 oz	■
<i>Fruits</i>		
Apple, raw	1/2 medium	■
Banana	1/2 medium	■
Blackberries, raw	1/4 cup	■ ■
Blueberries, raw	1/4 cup	■
Cantaloupe	1/4 cup	■ ■ ■
Grapefruit	1/4 medium	■ ■ ■
Grapefruit juice	1/2 cup	■ ■ ■
Grapefruit-orange juice	1/2 cup	■ ■ ■
Grapefruit and orange sections	1/4 cup	■ ■ ■
Guava, raw	1/4 cup	■ ■ ■
Honeydew	1/2 cup	■ ■
Kiwi	1/2 medium	■
Kumquat	1 fruit	■ ■ ■
Mandarin orange sections	1/4 cup	■ ■ ■
Mango	1/4 medium	■ ■ ■
Nectarine	1/2 medium	■
Orange	1/2 medium	■ ■ ■
Orange juice	3/8 cup	■ ■ ■
Papaya	1/4 cup	■ ■
Peach		
Frozen	1/4 cup	■ ■ ■
Fresh, raw	1/2 medium	■
Pear	1/2 medium	■
Pineapple, fresh or canned	1/4 cup	■
Pineapple juice, canned	3/8 cup	■ ■
Pineapple-grapefruit juice	3/8 cup	■ ■ ■
Pineapple-orange juice	3/8 cup	■ ■ ■
Plum, raw	1/2 medium	■
Raspberries	1/4 cup	■ ■
Strawberries	1/4 cup	■ ■ ■
Tangelo	1/2 medium	■ ■ ■
Tangerine	1/2 medium	■ ■ ■
Tangerine juice	1/2 cup	■ ■ ■
Watermelon	1/2 cup	■ ■

Foods That Contain Vitamin C (continued)

Food	Serving Size	% of RDA
<i>Vegetables</i>		
Asparagus, cooked	1/4 cup	■ ■ ■
Beans, green or yellow, cooked	1/4 cup	■
Beans, lima, cooked	1/4 cup	■
Bean sprouts, raw or cooked	1/4 cup	■
Bok choy, cooked	1/4 cup	■ ■
Broccoli, raw or cooked	1/4 cup	■ ■ ■
Brussels sprouts, cooked	1/4 cup	■ ■ ■
Cabbage, green, raw or cooked	1/4 cup	■ ■
Cabbage, red, raw or cooked	1/4 cup	■ ■ ■
Cauliflower, raw or cooked	1/4 cup	■ ■ ■
Chard, cooked	1/4 cup	■
Chili peppers, cooked	1/4 cup	■ ■ ■
Chicory, raw	1/2 cup	■
Chinese cabbage, cooked	1/4 cup	■ ■ ■
Collards, cooked	1/4 cup	■
Dandelion greens, raw	1/4 cup	■
Escarole, raw	1/2 cup	■
Kale, cooked	1/4 cup	■ ■ ■
Kohlrabi, cooked	1/4 cup	■ ■ ■
Mustard greens, cooked	1/4 cup	■ ■
Okra, cooked	1/4 cup	■
Onion, medium, raw	1/2 medium	■
Parsnips, cooked	1/4 cup	■
Peas, cooked	1/4 cup	■
Peppers, green and red, raw/cooked	1/4 cup	■ ■ ■
Plantain, green or ripe, boiled	1/2 medium	■ ■ ■
Poke greens, cooked	1/4 cup	■ ■ ■
Potato, baked or boiled	1/2 medium	■ ■
Radishes, raw	3 large	■
Romaine lettuce, raw	1/2 cup	■
Rutabaga, cooked	1/4 cup	■ ■
Snowpeas, raw or cooked	1/4 cup	■ ■ ■
Spinach, cooked	1/4 cup	■
Squash, summer or winter, raw/cooked	1/4 cup	■
Sweet potato, baked, boiled, canned	1/2 medium	■ ■ ■
Tomato	1/2 medium	■ ■
Tomato juice	3/8 cup	■ ■ ■
Tomato-vegetable juice	3/8 cup	■ ■ ■
Turnip greens with turnips, cooked	1/4 cup	■
Turnips, cooked	1/4 cup	■
Watercress, raw	1/4 cup	■

To help the body take in more iron, include a good source of vitamin C with meals, especially if the meal does not include meat, fish, or poultry.

Foods That Contain Calcium

Food	Serving Size	% of RDA
<i>Meat Alternates—Fish</i>		
Mackerel, canned	1 1/2 oz	■
Salmon, canned with bones	1 1/2 oz	■
Sardines, canned with bones	1 each	■
<i>Meat Alternates—Cheese</i>		
Cottage cheese, lowfat	1/2 cup	■
Natural cheese—blue, brick, Camembert, feta, Gouda, Monterey jack, mozzarella, Muenster, provolone, and Roquefort	1/2 oz	■
Natural cheese—Gruyere, Swiss, Parmesan, and Romano	1/2 oz	■ ■
Processed cheese—Cheddar or Swiss	3/4 oz	■ ■
Ricotta cheese	1/4 cup	■ ■
Yogurt—flavored or with fruit, or plain	4 oz	■ ■
<i>Meat Alternates—Nuts</i>		
Almonds, unblanched, dry-roasted	1 oz	■
<i>Vegetables</i>		
Spinach, cooked	1/4 cup	■
<i>Grains/Breads</i>		
Pancakes, plain, fruit, buckwheat, or whole-wheat	4 in	■ ■
Waffles, bran, cornmeal, and/or fruit	4-in square	■
Waffles, plain	4-in square	■
<i>Milk</i>		
Fat-free or lowfat milk	1/2 cup	■ ■
Fat-free or lowfat lactose-reduced milk	1/2 cup	■ ■
Fat-free or lowfat lactose-free milk	1/2 cup	■ ■
Fat-free or lowfat buttermilk	1/2 cup	■ ■
Fat-free or lowfat acidified milk	1/2 cup	■ ■

Foods That Contain Iron

Food	Serving Size	% of RDA
<i>Meat/Meat Alternates</i>		
Beef brisket	1 1/2 oz	■
Beef, ground, extra lean, broiled	1 1/2 oz	■
Beef liver	1 1/2 oz	■ ■
Beef, pot roast, braised	1 1/2 oz	■
Beef, rib roast, roasted	1 1/2 oz	■
Beef, shortribs, braised	1 1/2 oz	■
Beef, steak, broiled	1 1/2 oz	■
Beef, stew meat, simmered	1 1/2 oz	■
Calf liver	1 1/2 oz	■
Chicken or turkey liver	1 1/2 oz	■ ■
Liverwurst	1 oz	■
Pork liver	1 1/2 oz	■ ■ ■
Tongue, braised	1 1/2 oz	■
Turkey, dark meat, roasted, no skin	1 1/2 oz	■
<i>Meat/Meat Alternates—Eggs</i>		
Large egg	1	■
<i>Meat/Meat Alternates—Fish/Seafood</i>		
Clams, steamed or canned	1 1/2 oz	■ ■ ■
Mackerel, canned	1 1/2 oz	■
Mussels, steamed	1 1/2 oz	■
Oysters, steamed or canned	1 1/2 oz	■ ■
Shrimp, broiled or canned	1 1/2 oz	■
Trout, baked or broiled	1 1/2 oz	■
<i>Meat Alternates—Dry Beans, Peas, and Lentils</i>		
Black-eyed peas (cowpeas)	1/4 cup	■
Chickpeas (garbanzo beans)	1/4 cup	■
Kidney beans	1/4 cup	■
Lentils	1/4 cup	■
Pinto beans	1/4 cup	■
Soybeans	1/4 cup	■ ■
White beans	1/4 cup	■
<i>Meat Alternates—Nuts and Seeds</i>		
Pine nuts (pignolias)	1 Tbsp	■
Pumpkin or squash seeds, roasted	1 Tbsp	■ ■
<i>Fruits</i>		
Prunes, dry, cooked	1/4 cup	■
Raisins, seedless	1/4 cup	■

Foods That Contain Iron (continued)

Food	Serving Size	% of RDA
<i>Vegetables</i>		
Beans, lima, cooked	1/4 cup	■
Beans, black, cooked	1/4 cup	■
Black-eyed peas, cooked	1/4 cup	■
Chard, cooked	1/4 cup	■
Spinach, cooked	1/4 cup	■
<i>Grains/Breads</i>		
Bagel, plain, pumpernickel, or whole-wheat	1/2 medium	■
Cereals, ready-to-eat, enriched	1/2 oz	■ ■
Muffin, bran	1/2 medium	■
Noodles, cooked	1/2 cup	■
Oatmeal, instant, enriched	1/3 cup	■ ■
Pita bread, plain or whole-wheat	1/2 medium	■
Pretzel, soft	1/2	■
Rice, white, regular, cooked	1/3 cup	■

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CYCLE MENUS

It is recommended that you plan your menus in advance. Although not required, one way to do this is to develop a cycle menu. A cycle menu is a set of planned menus that are repeated in the same order for a period of time, usually four to six weeks. The menu is different every day during the cycle. A cycle menu offers variety and is flexible to allow for substitutions. It is the master plan of meal planning. Advantages include the following:

- Helps in serving a variety of food because you can see all weeks of the cycle at one time. If you are repeating one food item too often, you can realize it on paper.
- Helps in identifying nonperishable food items that can be purchased in bigger quantities or at special prices, resulting in lower food cost.
- Helps in anticipating orders to avoid being out of menu ingredients.
- Helps in managing labor by dovetailing activities.
- Helps in meeting meal pattern requirements because recipes become standardized.

Adjust cycle menu as follows:

- Replace foods not available.
- Observe birthdays and other special occasions.
- Introduce new foods and try new recipes.
- Take advantage of seasonal foods or best buys.
- Use leftovers wisely.
- Reflect food acceptability.

When planning your menus, include a schedule for food purchases, cost control, food preparation time, and delivery.

A sample cycle menu is provided on the following pages. Centers may use the complete cycle or arrange the menus in a cycle that would be workable for your center.

STEPS IN PLANNING A CYCLE MENU

Directions: Refer to the minimum meal requirements of the CACFP while following these steps.

Start With Lunch

1. Select a different meat/meat alternate for each lunch for the entire cycle.
 - The same meat type should not be served more than three times during one week.
2. Select at least two sources from the fruit and vegetable group to complement the meat/meat alternate at each lunch.
 - It is recommended to include vitamin C every day and vitamin A every other day.
3. Select an enriched or whole-grain grains/breads alternate item for each lunch.
4. Include an approved fluid milk type as a beverage.

Plan Breakfast to Accompany Lunch

1. Select an enriched or whole-grain grains/breads alternate for each breakfast.
2. Select a fruit or vegetable or a full-strength juice to accompany each bread item.
3. Include an approved fluid milk type as a beverage or to accompany hot or cold cereal.

Plan Snacks to Complement Breakfast and Lunch

Select two different components from the four components available.

When planning a supper cycle, follow the lunch cycle steps. The same menu may not be served if the same children are participating. Try not to repeat a main dish item within the cycle. This can be accomplished by varying the types of meat items served and varying the preparation methods of similar meat items.

Plan for a variety of breakfasts and snacks; however, these may be repeated during the cycle menu.

A cycle menu is a master plan to be used as an effective management tool. Menus may need to be reviewed occasionally to make changes to improve them based on food acceptability, preparation problems, food availability, and plate waste. When it is necessary to substitute food items, use like-for-like substitutions to make the adjustment in the menu. A cycle menu will not put an end to menu planning, but when properly planned and efficiently used, cycle menus are an effective management tool.

SAMPLE CYCLE MENU

BREAKFAST	LUNCH	SNACK
Cereal Fresh strawberries and bananas 1% white milk	Toasted cheese sandwich Celery w/peanut butter Fresh carrots Pineapple 1% white milk	Cinnamon roll 1% white milk
Buttered toast Apple juice 1% white milk	Chicken pot pie* Peas and carrots Fruit cup Yeast biscuits 1% white milk	Oatmeal cookies Orange juice
Biscuits Grapefruit juice 1% white milk	Fish sticks* Oven fries Green beans Stewed apples 1% white milk	Cheese toast Water
French toast Apples 1% white milk	Pinto beans Glazed carrots Fresh fruit Mexican cornbread 1% white milk	Cherry muffin Orange juice
Whole-wheat pancakes Blueberries 1% white milk	Tacos Tossed salad Peaches Spanish rice 1% white milk	Oatmeal cookies 1% white milk

*If commercially prepared, a CN label or product formulation statement must be maintained.

SAMPLE CYCLE MENU

BREAKFAST	LUNCH	SNACK
Danish roll Sliced peaches 1% white milk	Baked ham Baked sweet potatoes Corn Wheat rolls 1% white milk	Peanut butter cookies Orange juice
Toast Orange wedges 1% white milk	Salisbury steak* Broccoli w/cheese sauce* Pear halves Bread 1% white milk	Graham crackers 1% white milk
Biscuits Apricots 1% white milk	Chicken nuggets* Green beans Mashed potatoes Hot rolls 1% white milk	Cheese & apples Water
Waffles Orange juice 1% white milk	Turkey w/cornbread dressing English peas Mixed fruit 1% white milk	Cookies 1% white milk
Cold cereal Fresh bananas 1% white milk	Cheeseburger* on bun Crinkle fries Lettuce/tomato Pickle spear 1% white milk	Spice cake (unfrosted) 1% white milk

*If commercially prepared, a CN label or product formulation statement must be maintained.

SAMPLE CYCLE MENU

BREAKFAST	LUNCH	SNACK
English muffin Orange juice 1% white milk	BBQ beef sandwich* Green beans Carrot sticks 1% white milk	Sugar cookie 1% white milk
Toasted oat cereal Apple juice 1% white milk	Lasagna* Green salad w/tomato Pear halves 1% white milk	Crackers Cheese Orange juice
Toast Potato cakes 1% white milk	Meat loaf Mashed potatoes Broccoli Rolls 1% white milk	Banana bread 1% white milk
Rice Orange slices 1% white milk	Chicken strips* Mixed veggies Applesauce Cornbread 1% white milk	Cinnamon toast Grape juice
Bran muffins Mixed fruit 1% white milk	Hot dog on bun Oven fries Cole slaw 1% white milk	Peanut butter sandwich 1% white milk

*If commercially prepared, a CN label or product formulation statement must be maintained.

SAMPLE CYCLE MENU

BREAKFAST	LUNCH	SNACK
Oatmeal Orange juice 1% white milk	Hamburger pizza* Peas and carrot coins Apple wedges 1% white milk	Sugar cookies 1% white milk
Waffles Grapes 1% white milk	Vegetable beef soup* Cheese and crackers Peaches 1% white milk	Dry cereal mix Orange juice
Blueberry muffin Pineapple juice 1% white milk	Pig in a blanket Potato rounds w/cheese Spinach 1% white milk	Apples 1% white milk
English muffin Cantaloupe 1% white milk	Fish nuggets* Coleslaw Mixed fruit Hush puppies 1% white milk	Crackers/cheese Grape juice
Biscuits Sliced peaches (fresh) 1% white milk	Spaghetti w/meat sauce* Tossed green salad Pears 1% white milk	Oatmeal-raisin cookies 1% white milk

*If commercially prepared, a CN label or product formulation statement must be maintained.

SAMPLE CYCLE MENU

BREAKFAST	LUNCH	SNACK
Cereal Orange juice 1% white milk	Cheese macaroni* w/franks Broccoli Apple slices 1% white milk	Chocolate chip cookies 1% white milk
Cinnamon toast Pineapple tidbits 1% white milk	Oven-fried chicken Mashed potatoes Green beans Rolls 1% white milk	Applesauce muffins Mixed juices
Corn flakes Orange juice 1% white milk	Hamburger on bun Potato salad Baked beans 1% white milk	Soft pretzels Cheese sauce* Water
Cinnamon roll Cantaloupe 1% white milk	Turkey tetrazzini Mixed vegetables Watermelon, cubed 1% white milk	Peanut butter and crackers Orange juice
Biscuits w/gravy Orange juice 1% white milk	Corn chip chili pie* Pears Spinach salad 1% white milk	Graham crackers Apple juice

*If commercially prepared, a CN label or product formulation statement must be maintained.

HOW TO CALCULATE NUMBER OF SERVINGS

Before determining the quantity of food to purchase or prepare, it is necessary to first calculate the amount of food or number of servings required.

Step 1: Determine the number of children per age group who normally participate in each meal service. You may use the Meal Count Worksheet to assist in determining the average counts. The Minimum Meal Pattern Requirements chart may also need to be referenced.

Step 2: For each component, multiply the number of children in each age group by the minimum quantity requirement for the age group:

- For the approved fluid milk type, use the number of fluid ounces.
- For grains/breads: Quantities for aged 1-5 are calculated on a serving size of 1/2 serving per child. Quantities for aged 6-12 and adults are calculated on a serving size of 1 serving per child/adult.
- For fruit/vegetable, use the number of 1/4-cup servings.
- For meat/meat alternate, use the number of 1-ounce servings required.

Step 3: Total the age group quantities for each component.

The quantities per meal component can now be used with the CACFP Food-Buying Guide to determine the amount of food to purchase and prepare to meet meal pattern requirements.

**EXAMPLE
BREAKFAST
HOW TO CALCULATE NUMBER OF SERVINGS NEEDED**

Children Present: 3 (Aged 1 through 2)
5 (Aged 3 through 5)
2 (Aged 6 through 12)

Number of Children/Adults Served

MILK (Only Approved Types Allowed)

Aged 1 through 2	3	x	4 fluid oz (1/2 cup)	=	<u>12</u>
Aged 3 through 5	5	x	6 fluid oz (3/4 cup)	=	<u>30</u>
Aged 6 through 12	2	x	8 fluid oz (1 cup)	=	<u>16</u>
Program Adults*	0	x	8 fluid oz (1 cup)	=	<u>0</u>
					58
					Total Number of Fluid Ounces Needed

There are 128 ounces of milk in one gallon.

FRUIT/VEGETABLE

Aged 1 through 2	3	x	1 (1/4 cup)	=	<u>3</u>
Aged 3 through 5	5	x	2 (1/4 cups)	=	<u>10</u>
Aged 6 through 12	2	x	2 (1/4 cups)	=	<u>4</u>
Program Adults*	0	x	2 (1/4 cups)	=	<u>0</u>
					17
					Total Number of 1/4 Cups

GRAINS/BREADS

Aged 1 through 2	3	x	1 (1/2 serving)	=	<u>3</u>
Aged 3 through 5	5	x	1 (1/2 serving)	=	<u>5</u>
					8
					Total 1/2 Servings Needed
Aged 6 through 12	2	x	1 full serving	=	<u>2</u>
Program Adults*	0	x	1 full serving	=	<u>0</u>
					2
					Total Full Servings Needed

* Adult meals on this form are calculated using the 6- through 12-year-old serving size.

EXAMPLE **LUNCH AND SUPPER**

HOW TO CALCULATE NUMBER OF SERVINGS NEEDED

Children Present: 12 (Aged 1 through 2) 32 (Aged 3 through 5) 9 (Aged 6 through 12)

Number of Children/Adults Served

MILK (Only Approved Types Allowed)

Aged 1 through 2	12	x	4 fluid oz (1/2 cup)	=	<u>48</u>
Aged 3 through 5	32	x	6 fluid oz (3/4 cup)	=	<u>192</u>
Aged 6 through 12	9	x	8 fluid oz (1 cup)	=	<u>72</u>
Program Adults*	0	x	8 fluid oz (1 cup)	=	<u>0</u>
					312

There are 128 ounces of milk in one gallon.

Total Number of Fluid Ounces
Needed

FRUIT/VEGETABLE

Aged 1 through 2	12	x	1 (1/4 cup)	=	<u>12</u>
Aged 3 through 5	32	x	2 (1/4 cups)	=	<u>64</u>
Aged 6 through 12	9	x	3 (1/4 cups)	=	<u>27</u>
Program Adults*	0	x	3 (1/4 cups)	=	<u>0</u>
					103

Total Number of 1/4 Cups

MEAT/MEAT ALTERNATE

Aged 1 through 2	12	x	1.0 oz	=	<u>12</u>
Aged 3 through 5	32	x	1.5 oz	=	<u>48</u>
Aged 6 through 12	9	x	2.0 oz	=	<u>18</u>
Program Adults*	0	x	2.0 oz	=	<u>0</u>
					78

Total Ounces Needed

GRAINS/BREADS

Aged 1 through 2	12	x	1 (1/2 serving)	=	<u>12</u>
Aged 3 through 5	32	x	1 (1/2 serving)	=	<u>32</u>
					44
					Total 1/2 Servings Needed
Aged 6 through 12	9	x	1 full serving	=	<u>9</u>
Program Adults*	0	x	1 full serving	=	<u>0</u>
					9

Total Full Servings Needed

* Adult meals on this form are calculated using the 6- through 12-year-old serving size.

EXAMPLE

SNACK

HOW TO CALCULATE NUMBER OF SERVINGS NEEDED

(Choose two of the four food components.)

Children Present: 15 (Aged 1 through 2)
63 (Aged 3 through 5)
12 (Aged 6 through 12)

Number of Children/Adults Served

MILK (Only Approved Types Allowed)

Aged 1 through 2	15	x	4 fluid oz (1/2 cup)	=	<u>60</u>
Aged 3 through 5	63	x	4 fluid oz (3/4 cup)	=	<u>252</u>
Aged 6 through 12	12	x	8 fluid oz (1 cup)	=	<u>96</u>
Program Adults*	0	x	8 fluid oz (1 cup)	=	<u>0</u>
					408
There are 128 ounces of milk in one gallon.					Total Number of Ounces Needed

FRUIT/VEGETABLE

Aged 1 through 2	15	x	2 (1/4 cups)	=	<u>30</u>
Aged 3 through 5	63	x	2 (1/4 cups)	=	<u>126</u>
Aged 6 through 12	12	x	3 (1/4 cups)	=	<u>36</u>
Program Adults*	0	x	3 (1/4 cups)	=	<u>0</u>
					192
					Total Number of 1/4 Cups

GRAINS/BREADS

Aged 1 through 2		x	1 (1/2 serving)	=	<u> </u>
Aged 3 through 5		x	1 (1/2 serving)	=	<u> </u>
					Total 1/2 Servings Needed
Aged 6 through 12		x	1 full serving	=	<u> </u>
Program Adults*		x	1 full serving	=	<u> </u>
					Total Full Servings Needed

MEAT/MEAT ALTERNATE

Aged 1 through 2		x	.5 oz	=	<u> </u>
Aged 3 through 5		x	.5 oz	=	<u> </u>
Aged 6 through 12		x	1.0 oz	=	<u> </u>
Program Adults*		x	1.0 oz	=	<u> </u>
					Total Ounces Needed

* Adult meals on this form are calculated using the 6- through 12-year-old serving size.

FOOD PRODUCTION RECORDS/MENUS AS SERVED

The food production record is to begin on October 1 of each fiscal year and end on September 30. Make copies of the *Menus as Served* original on **page 261** for your records.

All meal services offered each day are recorded on the same page. In addition, it is required that the following information be recorded:

- Indicate whether this form is being used for regular or At-Risk meals by checking the appropriate box
- Comments Box: Note any comments or special dietary needs
- Date of meal service
- Meal counts of:
 - * Total children served
 - * Children served per age group
 - * Program adults served
- Menu as served
- Food item(s) credited toward each required meal component (Be specific as to the form of food; i.e., fresh, frozen, cooked, deboned)
- Quantity of each food item served (Be specific as to can size, number of pounds or ounces, etc.)
- Leftovers—All leftovers should be listed in this column and how they will be used.

The Food Production Records/Menus as Served must be completed on a daily basis. In addition, records must be kept on-site at all times.

This record is the institution's documentation that meals claimed for reimbursement met minimum meal pattern requirements.

As with all other record-keeping forms provided by the State Agency, the Food Production Records/Menus as Served Book is a prototype management tool. If an institution has a food production record-keeping system that is equal to or better than the one provided, it may be used. Contact your area consultant for review of the alternate form.

NOTE: A facility must provide all required food components under the minimum meal pattern requirements in order to claim the meal for reimbursement unless supported by a medical statement stating otherwise.

MENUS AS SERVED
EXAMPLE

Regular Meals
 At-Risk Meals

Comments/Special Dietary Needs:

Date: 10/4/yyyy

Meal Type	Menu	Qty. Served: Meat/Meat Alternate	Qty. Served: Grains/Breads	Qty. Served: Fruit/Veg/Juice	Qty. Served: Milk	Leftovers
BREAKFAST Total children served: <u>17</u> Number of children served: 1-2: <u>0</u> 3-5: <u>7</u> 6-12: <u>10</u> Program Adults: <u>0</u>	<i>Corn flakes</i> <i>Bananas</i> <i>1% White Milk</i>		<i>1 32-oz box</i> <i>Corn flakes</i>	<i>7# Bananas,</i> <i>unpeeled</i>	<i>1 gallon</i>	
A.M. SNACK Total children served: _____ Number of children served: 1-2: _____ 3-5: _____ 6-12: _____ Program Adults: _____						
LUNCH Total children served: <u>15</u> Number of children served: 1-2: <u>0</u> 3-5: <u>15</u> 6-12: <u>0</u> Program Adults: <u>0</u>	<i>Spaghetti</i> <i>sauce w/</i> <i>ground beef</i> <i>Spaghetti</i> <i>noodles</i> <i>Green beans</i> <i>Peaches</i> <i>1% White Milk</i>	<i>2# 20% fat</i> <i>Ground beef</i>	<i>Spaghetti</i> <i>noodles, 1#</i>	<i>Green beans,</i> <i>2 #300 cans,</i> <i>cut, drained,</i> <i>heated</i> <i>Peaches,</i> <i>freestone,</i> <i>sliced, 2</i> <i>#300 cans</i> <i>Tomato sauce,</i> <i>2 #300 cans</i>	<i>3/4 gallon</i>	
P.M. SNACK Total children served: <u>17</u> Number of children served: 1-2: <u>0</u> 3-5: <u>7</u> 6-12: <u>10</u> Program Adults: <u>0</u>	<i>Vanilla wafers</i> <i>Orange juice</i>		<i>1 1-lb box</i> <i>Vanilla wafers</i>	<i>1 gallon</i> <i>orange juice</i>		
SUPPER Total children served: _____ Number of children served: 1-2: _____ 3-5: _____ 6-12: _____ Program Adults: _____						
EVENING SNACK Total children served: _____ Number of children served: 1-2: _____ 3-5: _____ 6-12: _____ Program Adults: _____						

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CHILD NUTRITION LABELS AND PRODUCT FORMULATION STATEMENTS

Child Nutrition (CN) Labeling

1. Items that can be CN-labeled: Food products that contribute significantly to the meat/meat alternate component and are served in main dishes.
2. Yield data from the *Food-Buying Guide for Child Nutrition Programs* (FBG, Program Aid 1331) is used for calculating a CN-labeled product's contribution toward meal pattern requirements. (Using yields from the FBG will help ensure that various meat/meat alternate items, regardless of cooking methods used or the addition of other ingredients, will be nutritionally equivalent.)
3. CN-labeled product will have the following information printed on the principal display panel of the label:
 - Product name
 - Ingredient listing in descending order of predominance by weight for all ingredients
 - Inspection legend for the appropriate inspection
 - Establishment number (for meat, poultry, and seafood items only)
 - Manufacturer's or distributor's name and address
 - CN label statement
4. CN label statement must be an integral part of the product label and must include the following information:
 - CN logo, which is a distinctive border around the CN statement
 - A six-digit product identification number that will appear in the upper right-hand corner of the CN label statement
 - The statement of the product's contribution toward meal pattern requirements for the CNP
 - A statement specifying that the use of the logo and CN label statement is authorized by the FNS
 - The month and year the label was approved in final by the FNS
5. Advantage of using CN-labeled products: The product carries a USDA warranty. If an institution purchases such a product and ***uses it according to directions***, the institution will not have an audit claim filed against it should state or federal reviewers find that the CN-labeled product does not actually meet the meal pattern requirements claimed on the label.
6. What a CN label does ***NOT*** do:
 - Guarantee that the ***FULL*** requirement will be met (the product's contribution toward meal pattern requirements is specified in the CN label statement)
 - Assure that a product is *good for children*
 - Assure that children will like the product
 - Suggest that products without a CN label are inferior (or that CN-labeled products are superior)
7. Institution responsibilities:
 - Assure that product received meets specifications and has correct CN number (provide site managers with appropriate information; e.g., copy of label, dates product will be used)
 - Provide facilities with serving sizes/crediting information
8. Effective September 1, 2007, all CN numbers older than six months for which FNS has not received an application for review have expired. Once a CN number is expired/rescinded, the CN number may not be used in the CN labeling program.

SAMPLE CN LABEL STATEMENT

	CN		000000
CN		Five 0.68-oz fully cooked, breaded chicken breast pattie chunks with rib meat provide 2.00 oz equivalent meat/meat alternate and 1 serving of bread alternate for Child Nutrition Meal Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA 05-14.)	CN
	CN		

Product Formulation Statement

1. A product formulation statement is a statement prepared and certified by a manufacturer of a prepared product declaring appropriate ingredient and crediting information. If a company provides a product formulation statement, an institution may wish to use the product to meet USDA meal pattern requirements. However, USDA does not monitor product formulation statements for compliance with the product formulation or the CACFP meal pattern requirements. The product formulation statement does not carry a USDA warranty, and should state and federal reviewers find that the product did not actually meet meal pattern requirements, an audit exception can be taken. Signed product formulation statements could provide the institution legal recourse with the company should the product contribution be challenged or found to be in error. See example on next page.
2. CNP institutions should not let their desire to offer children a commercially prepared product outweigh their need to obtain proper documentation for the product. If vendors understand that the program will not purchase a product without proper documentation, they will be more accommodating in providing sufficient information.
3. Institutions should be careful not to mistake vendor advertising literature for a product formulation statement. Advertising literature provided by a company may contain valuable information, but it may not be used to support the contribution that a product makes toward the CACFP meal pattern requirements.
4. A product formulation statement must satisfy the following requirements:
 - Be on the company's letterhead.
 - Company must use the USDA Food-Buying Guide to assist with the certification of the product.
 - Provide the product name, as written on the label, and provide other identifying information, such as product code number, portion size/weight, pack case weight.
 - Contain a crediting statement; i.e., a declaration of the contribution of one portion of the cooked product toward meeting USDA meal pattern requirements. This may be combined with the certification statement.
 - Contain a certification statement (for example: the certification/crediting statement may read: "I certify that the above information is true and correct and that a 3.25-ounce serving of the above product [ready for serving] contains 2 ounces of cooked lean meat/meat alternate when prepared according to product directions.").
 - Provide sufficient information for purchaser to determine the reasonableness of the crediting statement.
 - Be signed and dated by a legally authorized representative of the company.
5. Institution Responsibilities:
 - CNP institutions must use the reviewer checklist for evaluating the certification and yield statements provided by the manufacturer.
 - Prior to purchase, carefully review the product formulation statement to determine the reasonableness of information provided by the manufacturer. There is no easy way to verify the accuracy of information on a product formulation statement.
 - Ensure that product received meets specifications and has correct code number (provide facilities with appropriate information; e.g., copy of label, dates product will be used).
 - Provide facilities with serving sizes/crediting information.

EXAMPLE

PRODUCT FORMULATION STATEMENT FOR MEAT/MEAT ALTERNATE AND ALTERNATE PROTEIN PRODUCT CALCULATIONS

JOJO'S GOOD TIME TREATS, INC.
 2211 Savory Taco Drive
 Flower Shop, Texas 75000
 1-800-555-9999

Provide a copy of the label in addition to the following information on company letterhead signed by an official representative of the company.

Product Name: Treat Time Combination Burrito® Code Number: 123456

Manufacturer: Treat Time Case/Pack/Count/Portion/Size: 72 Ct/6.61 OZ

I. Meat/Meat Alternate (M/MA)

Please fill out the chart below to determine the creditable amount of Meat/Meat Alternate.

Description of Creditable Ingredients Per Food-Buying Guide	Ounces Per Raw Portion of Creditable Ingredient	Multiply	Food-Buying Guide Yield	Creditable Amount*
Beef, ground, frozen, 30% fat	1.25 OZ	X	.70	.875 OZ
Beans, pinto, dry, Canned	1 OZ	X	1	1.00 OZ
Cheese, Cheddar, natural	.19 OZ	X	1	.19 OZ
A. Total Creditable Amount¹				2.065 OZ

*Creditable Amount—Multiply ounces per raw portion of creditable ingredient by the Food-Buying Guide yield.

II. Alternate Protein Product (APP)

If the product contains APP, please fill out the chart below to determine the creditable amount of APP. If APP is used, you must provide documentation as described in Attachment A for each APP used.

Description of APP, Manufacturer's Name, and Code Number	Ounces Dry APP Per Portion	Multiply	% of Protein As-Is*	Divide by 18**	Creditable Amount APP***
		X	%	÷ by 18	
		X	%	÷ by 18	
		X	%	÷ by 18	
B. Total Creditable Amount¹					
C. TOTAL CREDITABLE AMOUNT (A + B rounded down to nearest 1/4 oz)					

*Percent of protein As-Is is provided on the attached APP documentation.

**18 is the percent of protein when fully hydrated.

***Creditable amount of APP equals ounces of dry APP multiplied by the percent of protein as-is divided by 18.

¹ Total Creditable Amount must be rounded **DOWN** to the nearest 0.25 oz (1.49 would round down to 1.25 oz meat equivalent). Do **NOT** round up. If you are crediting both M/MA and APP, you do not need to round down in Box A until after you have added the creditable APP amount from Box B.

Total weight (per portion) of product as purchased: 6.61 OZ

Total creditable amount of product (per portion): 2.065 OZ

(Reminder: Total creditable amount cannot count for more than the total weight of product.)

I certify that the above information is true and correct and that a 6.61-ounce serving of the above product (ready for serving) contains 2 ounces of equivalent meat/meat alternate when prepared according to directions.

I further certify that any APP used in the product conforms to the Food and Nutrition Service (FNS) Regulations (7 CFR Parts 210, 220, 225, 226, Appendix A) as demonstrated by the attached supplier documentation (Attachment A).

Signature: Happy Empanada Title: Regulatory Compliance Manager

Printed Name: Happy Empanada Date: 6/24/YYYY Phone Number: 999-555-5555

EXAMPLE PRODUCT FORMULATION STATEMENT

I. Meat/Meat Alternate (M/MA)

Description of Creditable Ingredients Per Food-Buying Guide	Ounces Per Raw Portion of Creditable Ingredient	Multiply	Food-Buying Guide Yield	Creditable Amount*
Beans, black (turtle), dry, canned, whole	1.0 oz	X	27.8/110	0.252
Beans, black (turtle), dry, canned, whole, drained (Column 6 conversion)	1.0 oz	X	27.8/62.0	0.44
Beans, kidney, dry, whole	1.0 oz	X	24.8/16	1.55
Beef, ground (not more than 18% fat), raw	1.0 oz	X	0.74	0.74
Beef brisket, without bone, practically free of fat, raw	1.0 oz	X	0.69	0.69
Cheese, Mozzarella	1.0 oz	X	16/16	1.0
Cheese, cottage	1.0 oz	X	8/16	0.5
Chicken, boneless, fresh	1.0 oz	X	0.70	0.7
Chicken, drumstick with bone, fresh, skin on	2.0 oz	X	0.49	.098
Egg, frozen whole, pasteurized, liquid	1.0 oz	X	18/16	1.125
Egg, whole, dried	0.25 oz	X	64/16	1.0
Fish, fillet, fresh	1.0 oz	X	0.70	0.7
Ham, water added	1.0 oz	X	0.82	0.82
Nuts, almonds	1.0 oz	X	16/16	1.0
Peanut butter	1.0 oz	X	14.4/16	0.9
Pork, ground (not more than 30% fat)	1.0 oz	X	0.70	0.7
Tuna, chunk-style, water-packed	1.0 oz	X	51.2/66.5	0.769
Tuna, chunk-style, drained (Column 6 conversion)	1.0 oz	X	51.2/51.2	1.0
Turkey, cooked diced, light and dark meat in natural proportions (no skin, wing meat, neck meat, giblets, or kidneys)	1.0 oz	X	16/16	1.0
Turkey ham, fully cooked	1.0 oz	X	0.70	0.7
Turkey ham, 15% water added	1.0 oz	X	0.59	0.59
Yogurt, plain	1.0 oz	X	8/32	0.25

*Creditable amount—multiply ounces per raw portion of creditable ingredient by the Food-Buying Guide yield.

II. Alternate Protein Product (APP)

Products containing APP must also provide the documentation described in Attachment A.

Description of APP, Manufacturer's Name, and Code Number	Ounces Per Dry APP Per Portion	Multiply	% of Protein As-Is*	Divide by 18**	Creditable Amount APP***
Soy flour, ABComp 1234	0.25 oz	X	52.0*	÷ by 18	0.72
Soy protein concentrate, ABComp 45	0.25 oz	X	64.8*	÷ by 18	0.9
Soy protein isolate, XYComp 333	0.25 oz	X	85.0*	÷ by 18	1.18
Whey protein concentrate, Dairy 3	0.25 oz	X	45.0*	÷ by 18	0.625
Nonfat dry milk, Dairy 789	0.25 oz	X	21.0*	÷ by 18	0.29

*Percent of protein As-Is is provided on the attached APP documentation.

**18 is the percent of protein when fully hydrated.

***Creditable amount of APP equals ounces of dry APP multiplied by the percent of protein as-is divided by 18.

EXAMPLE

PRODUCT FORMULATION STATEMENT FOR PREPARED GRAINS/BREADS

JOJO'S GOOD TIME TREATS, INC.
2211 Savory Taco Drive
Flower Shop, Texas 75000
1-800-555-9999

Product Name: Treat Time Combination Burrito® Code Number: 123456

Case/Pack/Count/Portion/Size: 72 Ct/6.61 OZ

Total Weight (Grams or Ounces) of One Ready-to-Eat Serving of Product: 1.2 OZ

List the exact types and weights of each enriched and/or whole-grain meal, flour, bran, or germ per product serving:
Enriched wheat flour tortilla (1.2 oz)—made from enriched bleached wheat flour (flour, niacin, reduced iron, thiamine mononitrate, riboflavin), water, vegetable shortening (partially hydrogenated soybean and/or cottonseed oils). Contains 2 percent or less of: leavening (baking soda, sodium aluminum sulfate, cornstarch, monocalcium phosphate, and/or sodium acid pyrophosphate), salt, dough conditioners (fumaric acid, sodium metabisulfate), calcium propionate, and sorbic acid (preservatives).

I certify that the above information is true and correct and that one 6.61 OZ (specify serving weight) ready-to-eat serving of the specified product contains 1 serving(s) of Grains/Breads* for the USDA Child Nutrition Programs.

Happy Empanada Regulatory Compliance Manager

SIGNATURE TITLE

Happy Empanada 6/24/YYYY 999-555-5555

PRINTED NAME DATE TELEPHONE NUMBER

*For crediting as a Grains/Breads component, FNS Child Nutrition Programs require (1) all grains/breads items must be enriched or whole grain, made from enriched or whole-grain flour. If using a cereal, it must be whole grain, enriched, or fortified. Bran and germ are credited the same as enriched or whole-grain meal or flour; (2) the exact or minimum amount of creditable grains must be documented to assure that 14.75 grams of creditable grains equals one grains/breads serving. Grains/breads may be credited in 1/4-serving increments. See FNS Instruction 783-1, Rev. 2, to equal 1 serving Grains/Breads or FNS Food-Buying Guide, revised November 2001.

PRODUCT FORMULATION STATEMENT FOR PREPARED FRUIT/VEGETABLE

Product Name: Code Number:

Case/Pack/Count/Portion/Size:

Volume and Weight of One Serving of Product:

- Weight of Total Product Per Batch:
Number of Portions/Servings Per Batch:
N/A

I certify that the above information is true and correct and that one serving (specify serving volume/weight) of the above product (ready to eat) contains servings of fruit/vegetable** for the Child Nutrition Programs.

SIGNATURE TITLE

PRINTED NAME DATE TELEPHONE NUMBER

* CNP requires 14.75 grams of whole-grain or enriched flour or meal, bran or germ, or an equivalent amount of cereal as provided in FNS Instruction 783-1, Rev. 2, to equal 1 serving Grains/Breads. Grains/Breads may be credited in 1/4-serving increments.
**CNP requires a minimum of 1/8 cup fruit/vegetable to equal 1 serving fruit/vegetable.

EXAMPLE ATTACHMENT A

Company Name: SOY COMPANY X

APP Product: SOY PROTEIN CONCENTRATE

- A. Soy Company X certifies that soy protein concentrate meets all requirements for APP intended for use in foods manufactured for Child Nutrition Programs as described in Appendix A of 7 CFR 210, 220, 225, and 226.
- B. Soy Company X certifies that soy protein concentrate has been processed so that some portion of the nonprotein constituents have been removed by fractionating. This product is produced from soybeans by removing the majority of the soybean oil and some of the other nonprotein constituents _____.
- C. The Protein Digestibility Corrected Amino Acid Score (PDCAAS) for soy protein concentrate is 0.99. It was calculated by multiplying the lowest uncorrected amino acid score by true protein digestibility as described in the Protein Quality Evaluation Report from the Joint Expert Consultation of the Food and Agriculture Organization/World Health Organization of the United Nations, presented December 4-8, 1989, in Rome, Italy. The PDCAAS is required to be greater than 0.8 (80 percent of casein).
- D. The protein level of soy protein concentrate is at least 18 percent by weight when fully hydrated at a ratio of 2.43 parts water to one part product.
- E. The protein level of soy protein concentrate is certified to be at least 61.8 on an As-Is basis for the As-Purchased product. *Note: Protein is often provided on a moisture-free basis (MFB), which is not the information Food and Nutrition Service (FNS) requires.*

All of the above information is required for APP.

NOTE: It is also helpful to have the ingredients statement for the APP product. For example, if the product is uncolored and unflavored, the ingredients statement might be *soy protein concentrate* or if the product is colored and textured, the ingredients statement might be *textured vegetable protein (soy flour, caramel color)*.

Reviewer Checklist for Evaluating Manufacturer-Completed Product Formulation Statements for Meat/Meat Alternate (M/MA) Products and Alternate Protein Product Products

Circle Y or N	Steps for Evaluation Page 1
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GENERAL INFORMATION

(Y)	N	A copy of the product label is attached. The label should have the product name, ingredients statement, net weight, manufacturer/distributor name and address, and for meat/poultry products, an inspection legend. The Nutrition Facts panel is voluntary for institutional product labels unless a nutrition or health claim is made.
(Y)	N	Product Name is provided and matches the name on the product label.
(Y)	N	Product Code Number is provided and matches the code number on the product label.
(Y)	N	Manufacturer name is provided.
(Y)	N	Case/pack/count/portion/size are included as applicable.

MEAT/MEAT ALTERNATE

(Y)	N	I have my copy of the Food-Buying Guide for Child Nutrition Programs (FBG), and it has the written in corrections as noted in the Pen and Ink Changes document provided by FNS. Available at < http://teammnutrition.usda.gov/Resources/foodbuyingguide.html >
(Y)	N	The food items in Section 1. Meat/Meat Alternate match a description in Column 1 (Food As Purchased) of the FBG. Example: <i>Beans, Kidney, dry</i> matches a description in Column 1 of the FBG, but <i>Kidney Beans</i> does not match a description in Column 1 of the FBG (you do not know if the kidney beans are dry, canned, or frozen).
(Y)	N	The description does not match Column 1, but it does match a description in Column 4 (Serving Size Per Meal Contribution) or Column 6 (Additional Information) of the FBG. If the answer is Y , then you will need to convert the yield data from Column 6.

Circle Y or N	Steps for Evaluation Page 2
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MEAT/MEAT ALTERNATE continued

(Y)	N	<p>The FBG Yield (servings per purchase unit) provided aligns with the correct description in Column 1, the description of how the food is served in Column 4, and the correct unit for the serving size in Column 4 to provide answers in units of 1 ounce. For meat/poultry, use the percent yield in Column 6.</p> <p>Example 1: A burrito is being evaluated. <i>Kidney beans, dry, canned, whole (pages 1 through 7, FBG)</i> matches a description in Column 1, the product is served heated which matches a description as served in Column 4; therefore, the FBG yield that should be used is 38.9 1/4-cups heated beans for 108 oz No. 10 can (38.9/108). The yield for drained beans (which is unheated) should not be used. For dry beans/legumes/peas/lentils, keep in mind that 1/4 cup cooked, drained beans/legumes/peas/lentils is equivalent to 1.0 oz meat alternate.</p> <p>Example 2: A sandwich is being evaluated. <i>Peanut butter (pages 1 through 40, FBG)</i> matches a description in Column 1, and 2 Tbsp (1 oz meat alternate) matches the unit we want our answer in. For this example, there are three acceptable yield ratios: (1) 97.5 1-oz servings per 108 oz, (2) 28.8 1-oz servings per 28 oz, or (3) 14.4 1-oz servings per 16 oz. When purchase units are 1 lb, always use 16 oz in the yield ratio. Do not use the yield ratios for 3 Tbsp peanut butter, since this will put the answer in units of 1 1/2 oz.</p> <p>Example 3: A chicken patty is being evaluated. <i>Chicken, boneless, raw (pages 1 through 31, FBG)</i> matches a description in Column 1, cooked matches a description in Column 4. The yield in Column 6 is 70 percent (you will multiply using the decimal form which is 0.70).</p>
(Y)	N	<p>The answer provided in the Creditable Amount column for each separate ingredient has been verified using a calculator, and the answer was not rounded up.</p>
(Y)	N	<p>The total creditable amount for the meat/meat alternate section, Total A, is correct, and the answer was not rounded up.</p>
(Y)	N	<p>All of the creditable ingredients listed on the form match ingredients listed in the ingredients statement on the product label.</p> <p>Example: It is not acceptable for the documentation to list <i>ground beef (not more than 30 percent fat)</i> if the label only lists <i>beef</i>. This means that the manufacturer does not have to actually use ground beef (not more than 30 percent fat), but can use any type of beef. <i>Beef</i> is not creditable since there is no one single FBG yield that can cover all beef items. Because the correct description is not on the label, the product cannot be accepted with the documentation.</p>

Circle Y or N	Steps for Evaluation Page 3
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ALTERNATE PROTEIN PRODUCT (APP)

Y	N	<p>The APPs listed are single ingredients such as soy flour, soy protein concentrate, soy protein isolate, whey protein concentrate, and nonfat dry milk.</p> <p>Examples of ingredients that do not meet the APP requirements are: wheat proteins, tofu, surimi, soy burgers, soy crumbles.</p>
NA		
Y	N	<p>The product itself is an entrée item or an integral part of an entrée item.</p> <p>Example: entrée items ARE sandwich patties, meat fillings or crumbles, pizzas, burritos, etc. Entrée items are NOT drinks, smoothies, desserts, muffins, cakes, protein bars, bread, chips, etc.</p>
NA		
		Documentation (Refer to Attachment A)
Y	N	<p>The APP documentation is on letterhead of the manufacturer that actually makes the APP.</p> <p>Documentation should not be accepted on distributor letterhead or from the food company making your purchased product (except in the rare case that the food company making the finished product actually manufactures the APP itself).</p>
NA		
Y	N	a. The documentation states that the APP meets requirements found in 7 CFR Parts 210, 220, 225, and 226.
NA		
Y	N	b. The documentation indicates that nonprotein constituents have been removed.
NA		
Y	N	c. The PDCAAS (Protein Corrected Amino Acid Score) is provided, and the score is greater than 0.80 (80).
NA		<p>The PDCAAS score should be provided in decimal form (i.e., 0.92), but sometimes the PDCAAS is reported as a whole number (i.e., 92) instead. If the PDCAAS is less than 0.8 (80), then the product does not meet the protein quality requirements and cannot be used for credit even if the percent as-is protein is greater than 18 percent.</p>
Y	N	d. The hydration ratio is provided in the documentation and was calculated correctly (percent protein as-is divided by 18) minus 1 part dry APP = parts water).
NA		<p>Example: if the percent as-is protein is 64.8, the calculation is as follows: $([64.8 \div 18] - 1 \text{ part dry APP}) = 2.6 \text{ parts water to hydrate the product down to 18 percent protein. The ratio of dry APP:water for this example will be 1:2.6.}$</p>
Y	N	e. The percent protein is provided on an as-is basis and is greater than 18 percent.
NA		<p>If the documentation states MFB or moisture-free basis—you cannot use this protein value. The as-is protein value must be used in calculating the meat alternate credit for APP.</p>

Circle Y or N	Steps for Evaluation Page 4
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ALTERNATE PROTEIN PRODUCT (APP) continued

Y NA	N	APP documentation meeting all of the above requirements is provided for each separate APP listed on the product analysis form.
		Check the Calculation for Each APP Ingredient Used
Y NA	N	The whole number percent protein (not the decimal form of the percent) is used in the calculation. Example: If the percent as-is protein is 64.8 percent, use 64.8 in the calculation, not 0.648.
Y NA	N	The answer for each separate APP calculation is correct and was not rounded up.
Y NA	N	The amount of credit from APP, Total B, is correct and was not rounded up.
		TOTAL CREDITABLE AMOUNT
(Y)	N	The sum of Total A (meat/meat alternate) plus Total B (APP credit) is correct and was not rounded up.
(Y)	N	The total weight per portion of the product is provided and matches portion information provided on the label.
(Y)	N	The total credit is rounded down to the nearest 0.25 ounce.
(Y)	N	The Total Creditable Amount is not greater than the total weight of the portion of the product. (The credit may be equal to or less than the portion weight served.) When using APP with high concentrations of protein, sometimes the calculation provides an answer that is greater than the weight of the product served; in this case, you must reduce the credit so that it is equal or less than the weight of the product served. Example: if a soy burger uses soy isolate and whey protein concentrate and the weight of the heated burger weighs 1.75 oz, but the calculations show a total of 2.3 oz meat alternate, you can only count a maximum of 1.75 oz meat alternate for the burger because that is the weight of the meat alternate food being served.
		AUTHORIZATION INFORMATION
(Y)	N	The phone number was called, and the number is valid for the company that manufactures the food product purchased; it is the correct contact number for the name of the person who signed the documentation. Ask for clarifications if needed.
(Y)	N	Overall—the product formulation statement is acceptable without further information. <i>Do not accept products that do not have acceptable documentation.</i>

**SOME FOODS MOST COMMONLY REQUIRING
A CN LABEL OR
PRODUCT FORMULATION STATEMENT**

**There are many other things that require CN labels—This
list is not all inclusive.**

Corn Dogs
Chicken Nuggets
Steak Fingers
Fish Sticks
Canned Chili
Canned Barbecue Beef
Pizza (Frozen)
Pizza Rolls and Pockets
Bagel Bites
Pancakes on a Stick
Sausage Biscuits
Breaded Okra (All Breaded Vegetables)
Ravioli/Round Spaghetti
Burrito
Enchilada
Lasagna
Chicken Pot Pie
Potato Salad (Purchased)
Meatballs

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The Food-Buying Guide

It is a big—and very important—job to plan, purchase, prepare, and serve nourishing meals for USDA's CNP. Every day, your work helps fight hunger and improve the nutritional health of children in America.

Whether you are serving food to a small or large number of children, you need to think carefully about each meal. Consider the following:

- *How much food will you need to buy?*
- *Will the meal meet the meal pattern of each meal type?*
- *What quantity of the raw product will provide the amount of ready-to-cook food called for in a recipe?*
- *How many servings will you get from a specific quantity of food?*

The *Food-Buying Guide for Child Nutrition Programs* (available online at <<http://teamnutrition.usda.gov/Resources/foodbuyingguide.html>> or at the State Agency) is designed to help you in two important ways:

1. It will help you or your purchasing agent buy the right amount of food and buy it most economically.
2. It will help you determine the specific contribution each food makes toward the meal pattern requirements. This is necessary to ensure that meals provide needed nourishment and meet program requirements for reimbursement.

Brief Explanation of the Food-Buying Guide

Foods are grouped in the Food-Buying Guide in the following sections:

- Section 1: Meats and Meat Alternates
- Section 2: Vegetables and Fruits
- Section 3: Grains/Breads
- Section 4: Milk
- Section 5: Other Foods (the foods in this section do not meet any of the requirements for any components in the meal patterns)

The Food-Buying Guide is divided into yield tables using a six-column format:

1 Food As Purchased, AP	2 Purchase Unit	3 Servings Per Purchase Unit, EP	4 Serving Size Per Meal Contribution	5 Purchase Units for 100 Servings	6 Additional Information
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Column 1—Food As Purchased, AP: Tells you the name of the food item and the form(s) in which it is purchased. Individual foods are arranged in alphabetical order by type of food.

Column 2—Purchase Unit: Tells you the basic unit of purchase for the food. For most foods, the guide lists *Pound* as the purchase unit.

Column 3—Servings Per Purchase Unit, EP (Edible Portion): Shows the number of servings of a given size (found in Column 4) from each purchase unit (found in Column 2). It is based on average yields from good-quality foods prepared in ways that result in a minimum of waste.

Column 4—Serving Size Per Meal Contribution: Describes a serving by weight, measure, or number of pieces or slices. Sometimes both measure and weight are given or the measure and number of pieces or slices.

For foods specified in the meal patterns, the serving size given in this column can be credited toward meeting the meal pattern requirements. For many fruits and vegetables, both pieces and 1/4-cup servings are included.

Column 5—Purchase Units for 100 Servings: Shows the number of purchase units you need for 100 servings. This number was calculated using the purchase unit listed in Column 2 and the serving size (by weight) listed in Column 4. Numbers in Column 5 have been rounded up to help ensure enough food is available for 100 servings.

Column 6—Additional Information: Provides other information to help you calculate the amount of food you need to purchase and/or prepare.

For many food items, this column shows the quantity of ready-to-cook or cooked food you will get from a pound of food as purchased.

The data in the yield tables can help you in a variety of ways as you plan menus, make purchasing decisions, and check to make sure meals will meet CNP requirements.

Example 1

You are planning to serve 1/4-cup of raw, unpeeled fresh apples. You will be purchasing fresh, whole apples, case count 125-138. How many pounds of fresh, whole apples will you need to buy?

1. Estimate the number of servings of the prepared food you will need.

You estimate that you will need **50** 1/4-cup servings of fresh, unpeeled apple.

2. Locate the food in the *Food-Buying Guide* in the form you intend to serve.

Section 2—Fruits

1 Food As Purchased, AP	2 Purchase Unit	3 Servings Per Purchase Unit, EP	4 Serving Size Per Meal Contribution	5 Purchase Units for 100 Servings	6 Additional Information
APPLES					
Apples, fresh 125-138 count Whole	Pound	14.8	1/4 cup raw, unpeeled fruit (about 1/4 apple)	6.8	1 lb AP = 0.91 lb (3 2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apple

3. Check the serving size listed in Column 4. Compare this to your planned serving size.

Column 4 reads: 1/4 cup raw, unpeeled fruit (about 1/4 apple)

This is the same as your planned serving size to all students, so no conversion is needed.

4. Refer to Column 2 to find the purchase unit. Refer to Column 3 for the number of servings you will get per purchase unit.

Column 2 reads: Pound

Column 3 reads: 14.8

5. Divide the number of servings needed by the number of servings you will get per purchase unit (Column 3).

Number of servings needed = 50

Servings per purchase unit = 14.8

50 divided by 14.8 = 3.37

6. Round up to 4 pounds to ensure enough food is available.

ANSWER: You will need 4 pounds of fresh, unpeeled apples for 50 1/4-cup servings.

Example 2

You are planning to serve ground beef tacos with no more than 20 percent fat to 100 children from all age groups. How many pounds of ground beef will you need?

1. Estimate the number of servings and the serving size of the prepared food for each age/grade.

You estimate that of the 100 planned servings, 50 will be served 1 ounce each, 100 will be served 1 1/2 ounces each, and 50 require 2-ounce servings of meat/meat alternate.

2. Locate the food in the *Food-Buying Guide* in the form you intend to serve.

Section 1—Meat/Meat Alternates

1 Food As Purchased, AP	2 Purchase Unit	3 Servings Per Purchase Unit, EP	4 Serving Size Per Meal Contribution	5 Purchase Units for 100 Servings	6 Additional Information
Beef, Ground, fresh or frozen ^{7,8} <i>no more than 20% fat includes USDA commodity (Like IMPS #136)</i>	Pound	11.8	1 oz cooked lean meat	8.5	1 lb AP = 0.74 lb cooked, drained lean meat
	Pound	7.89	1 1/2 oz cooked lean meat	12.7	

3. Check the serving sizes listed in Column 4. Compare this to your required serving sizes.

Column 4 reads: 1 ounce cooked lean meat *and* 1 1/2 ounces cooked lean meat

Since there is no serving size for 2 ounces of cooked lean meat, *a conversion is needed.*

4. Calculate the total ounces of cooked lean meat needed.

$$50 \text{ servings} \quad \times \quad 1 \text{ ounce} \quad = \quad 50 \text{ ounces}$$

$$100 \text{ servings} \quad \times \quad 1.5 \text{ ounces} \quad = \quad 150 \text{ ounces}$$

$$50 \text{ servings} \quad \times \quad 2 \text{ ounces} \quad = \quad 100 \text{ ounces}$$

You need a total of 300 ounces of cooked lean meat. Since this total is in units of 1 ounce, you can now use the serving size of 1 ounce cooked lean meat as found in Column 4.

5. Refer to Column 2 to find the purchase unit. Refer to Column 3 for the number of servings you will get per purchase unit.

Column 2 reads: Pound

Column 3 reads: 11.8

6. Divide the total number of ounces needed by the number of servings you will get per purchase unit (Column 3).

Number of total ounces needed = 300

Servings per purchase unit = 11.8

300 divided by 11.8 = 25.42

7. Round up 26 pounds to ensure enough food is available.

ANSWER: You will need 26 pounds of raw ground beef for the required serving sizes for 100 children.

Working With the Food-Buying Guide

To calculate how much of any food to purchase, you should begin by asking yourself the following questions:

- How many servings will I need?
- Will different serving sizes be used for various age groupings?
- What is my planned serving size for this food?
- In what form will I purchase this food?
- What serving size is listed in Column 4?
- Is the listed serving size the same as my planned serving size?
- How many purchase units of the food will I need to buy?

AND REMEMBER . . .

Calculating how much food you need for a given number of servings:

- Always ***round up*** when calculating ***how much food to buy***.
- Always ***round down*** when calculating the ***creditable component*** toward meeting a meal pattern requirement.