

# *Welcome*

to the  
Child Nutrition Program of Southern California

When you call the office with a program question, please have your handbook available to reference.

When your question is answered, please write the answer in the appropriate section of your handbook.

Please take a minute to record your Field Representative's name and your provider number in the space below.

My Field Representative is: \_\_\_\_\_

I received my Program Training on: \_\_\_\_\_

My Provider ID number is: \_\_\_\_\_

My Login to claim online is: \_\_\_\_\_

My Password to claim online is: \_\_\_\_\_

My hours of Operation and Meal Times, at the time of my Program Training date above, are:

Hours of Operation:

Meal Times:

**Open:** \_\_\_\_\_

**B:** \_\_\_\_\_

**PS:** \_\_\_\_\_

**Close:** \_\_\_\_\_

**AS:** \_\_\_\_\_

**D:** \_\_\_\_\_

**L:** \_\_\_\_\_

**ES:** \_\_\_\_\_

If you are unable to turn in a copy of your Family Day Care License or Military Certificate today, please contact our office at 619.465.4500 or toll free 800.233.8107 when you receive your Family Day Care License or Military Certificate and ask for further instruction.

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.)

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at **(202) 720-2600** (voice and TTY) or contact USDA through the Federal Relay Service at **(800) 877-8339**.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at <https://www.ocio.usda.gov/document/ad-3027>, from any USDA office, by calling **(866) 632-9992**, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

**mail:**

U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

**fax:**

(833) 256-1665 or (202) 690-7442;

**email:**

[program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

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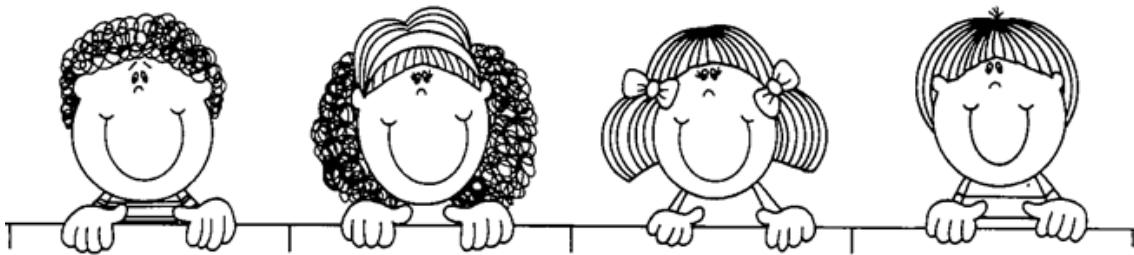
## WHO WE ARE

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The Child Nutrition Program of Southern California (CNPSC) is a non-profit agency and was incorporated in March 1981. We have been a sponsor of the USDA Child & Adult Care Food Program (Child Care Component) since 1981. 70% of our Team Members have previously operated Family Child Care businesses.

Joining our USDA Child & Adult Care Food Program (Child Care Component) will give you the knowledge, experience and support needed to promote healthy nutrition, safe food handling, and will assist you in operating a successful Child Care Home. The parents/guardians of the children in your care will appreciate the fact that you are concerned about the nutrition and health of their children.

“Nutrition is an important part of good health and is also an important part of an exceptional Family Child Care home. Children require well-balanced meals in order to meet their daily energy needs and to help them build strong bodies and minds.”



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## PHONE NUMBERS AND ADDRESS

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### PHONE NUMBERS

Office: 619.465.4500

Toll free 800.233.8107

Fax: 619.465.2698

### OFFICE HOURS AND LOCATION

Our office hours are 9 a.m. to 4:30 p.m. Monday through Friday.

Telephone hours are 9 a.m. to 12 noon and 1 p.m. to 4:30 p.m.

Please leave a message if you receive our voice mail so we can return your call.

Our office is located in the Allied Plaza Office Building at:

Child Nutrition Program of Southern California  
7777 Alvarado Rd., Suite 422  
La Mesa, Ca 91942

Enrollments, Claims, etc. can be hand delivered to our office (Suite 422) during the Allied Plaza Office Building hours. If our office is closed, forms can be slipped under our office door on the 4th floor, Suite 422.

The Allied Plaza Office Building is open:  
Monday – Friday 7 a.m. - 6:00p.m. Closed on Saturday, Sunday and Holidays.

### OUR WEB ADDRESS IS

[www.cnpssc.com](http://www.cnpssc.com)

### OUR EMAIL ADDRESS IS

[cnp@cnpssc.com](mailto:cnp@cnpssc.com)

### CHECK INFORMATION

Check Information can be found on the Resources tab of our website.

### KIDKARE WEB ADDRESS (FOR ONLINE CLAIMING) IS

[kidcare@cnpssc.com](mailto:kidcare@cnpssc.com)

**You can also “like” us on Facebook**

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## REIMBURSEMENT RATES

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### WHAT ARE THE REIMBURSEMENT AMOUNTS?

Federal Reimbursement rates are determined by USDA and are the same for all Child & Adult Care Food Programs nationwide. For this year's current rates, please see the insert in your handbook.

### REIMBURSEMENT RELEASE DATES – ORIGINAL RUN *(Claims received on time)*

*Child Nutrition Program of Southern California follows the reimbursement procedures required by USDA and California Department of Social Services, Nutrition Services Division for all sponsors of the Child & Adult Care Food Program. Claims received after the 5th of the month go into the late run. Late run reimbursement can be received approximately 4 weeks after the original run funds are received.*

<u>Claim Month</u>	<u>Usual Release Month</u>	<u>Claim Month</u>	<u>Usual Release Month</u>
January	<b>March</b>	July	<b>September</b>
February	<b>April</b>	August	<b>October</b>
March	<b>May</b>	September	<b>November</b>
April	<b>June</b>	October	<b>December</b>
May	<b>July</b>	November	<b>January</b>
June	<b>August</b>	December	<b>February</b>

### GENERAL PROGRAM REQUIREMENTS

1. Providers must agree to follow all USDA requirements for the Child & Adult Care Food Program.
2. Providers must record attendance and meals on a daily basis before midnight per the instructions in the handbook. Attendance and Menus will be checked at each site review. It is the Provider's responsibility to have a back-up plan in place if their computer or internet connection is not working. Providers are able to access their Kidkare account from any internet connected computer, tablet or smartphone using their Login ID and Password. In the rare instance that Kidkare is offline and prevents a Provider from logging in and recording their meals and attendance information, the Provider must document, in writing, the meals and attendance they were unable to enter into Kidkare and contact our office or leave a message on the office voicemail, before midnight of that day. The office will call back the next business day to give guidance.
3. Providers are required by USDA regulations to retain (Keep) all their Child & Adult Care Food Program records, Child Enrollments, Payment, Medical Statement, ect. for 3 years plus the current fiscal year (October - September). When claiming online using KidKare, print two copies of Child Enrollments, have the Parent/Guardian sign and date both copies, mail one the copies to the office and retain one for your records. Your monthly claim will be saved online with your payment records. Your monthly checks will have a payment stub attached which should also be retained (kept).

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## GENERAL PROGRAM REQUIREMENTS - continued

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4. Providers must always be within the license capacity stated on their Family Day Care Home License.
5. Infants (0 - 11 months) are eligible for the Child & Adult Care Food Program (CACFP). **Providers are required by federal and state law to offer the Child Nutrition Program to all infants under 1 year. Only the parent/guardian may choose to decline the CACFP.**
6. Children must be under thirteen (13) years of age to participate in the CACFP; unless physically or mentally disabled and under eighteen (18) years of age (Doctor's verification required).
7. **ENROLLING CHILDREN—All children must have a completed Enrollment Form on file in the office to participate in the Child & Adult Care Food Program. The Enrollment Report must be completed (by the provider or parent/guardian), verified and dated by the parent/guardian either *prior to or on* the child's first day claimed on the Child & Adult Care Food Program. If the Enrollment Report is dated after the child's first day claimed on the Child & Adult Care Food Program the date of enrollment will be changed to the date the parent/guardian signed the Enrollment Report.**
8. Providers may claim their own children and/or foster children if:
  - a. They meet the eligibility requirements (see definition and requirements of **“own children”** on page 5)
  - b. The provider's own children and/or foster children are under the age of thirteen (13); unless physically or mentally disabled and under eighteen (18) years of age (Doctor's verification required).
  - c. They are serving and claiming at least one day care child at the same meal.
  - d. You must complete an Eligibility Application if you wish to claim your “own children” (children living in your home) for meal reimbursement. If you are eligible, you may claim meals served to your “own children” only when other nonresidential children are present, eating, and the same meal is claimed for your own child(ren).

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## GENERAL PROGRAM REQUIREMENTS - continued

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### DEFINITION OF "OWN CHILDREN" MAY INCLUDE:

1. Own children living in the provider's home under the age of 13 years.
2. Foster children living in the provider's home under the age of 13 years.
3. Grandchildren living in the provider's home under the age of 13 years
4. Any other child living in the provider's home under the age of 13 years.

### REQUIREMENTS FOR CLAIMING "OWN CHILDREN":

1. A current approved Eligibility Application must be on file.
2. Own children must be under the age of 13 years (see above).
3. The provider must be serving and claiming at least one day care child (between 0 and 13 years old) at the same meal.

If you have any questions, please call our office at 619.465.4500 or 800.233.8107.

### 9. The Provider **must**:

- a. Purchase
- b. Prepare
- c. Offer
- d. Encourage
- e. Supervise the meal

**All foods served and claimed on the Child & Adult Care Food Program (including infant formulas supplied by the provider or the parent) must be allowable on the Child & Adult Care Food Program and must be manufactured and purchased in the United States.**

Packed snacks or lunches for school are not reimbursable. Foods given to children to finish eating after leaving the family day care home are not reimbursable.

Restaurant food is **not** reimbursable, whether eaten at the restaurant or taken home. Example: McDonald's, Subway, Pizza Hut, Denny's, Chuck E Cheese, etc.

A picnic lunch or snack that you have prepared is reimbursable if you are there to supervise. Providers are required to notify sponsors in advance of intended absences from the home during meal service periods.

### 10. The Provider may claim a maximum of:

- a. Two (2) major meals and one (1) snack per child per day if served  
or
- b. One (1) major meal and two (2) snacks per child per day if served

### 11. The Provider must serve meals within the state agency's time policy:

- a. A minimum of two (2) hours shall elapse between the beginning of one meal service and the beginning of another meal service when supplements (snacks) are served.

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## GENERAL PROGRAM REQUIREMENTS - continued

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- b. If a supplement (snack) is not served between major meals (breakfast, lunch or supper) a minimum of three (3) hours shall elapse between the servings of major meals.
  - c. Meals must be served during periods normally considered appropriate for breakfast, lunch, and supper. Breakfast before 9 a.m., lunch between 11:00 a.m. and 1:30 p.m., and supper (dinner) between 4:00 p.m. and 7:00 p.m.
  - d. The type of meal served must follow the meal pattern appropriate for the time meals served.
  - e. Infants up to one (1) year of age may be served meals at times consistent with the infant's eating patterns.
12. **Child Nutrition Program of Southern California does not reimburse for any meals served to children in care on weekends (Saturday and Sunday) or the following major holidays because it is very difficult to do the USDA required Site Reviews on these days.** You may be able to claim these meals as a business expense when you do your taxes. Contact your tax consultant and/or Redleaf Press ([www.redleafinstitute.org](http://www.redleafinstitute.org) for more tax information).

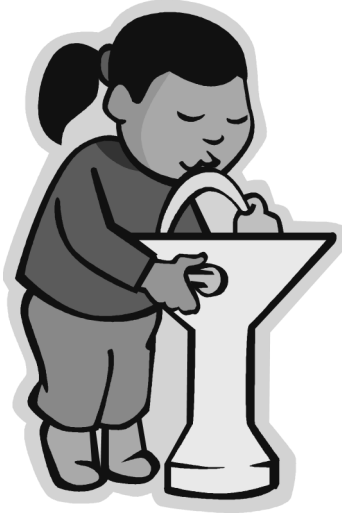
**Major Holidays are:**

New Year's Day (January)  
Memorial Day (May)  
4<sup>th</sup> of July (July)  
Labor Day (September)  
Thanksgiving Day (November)  
Christmas Day (December)

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## Child & Adult Care Food Program Water Requirements

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The *Healthy, Hunger-Free Kids Act of 2010* also includes a water provision for the Child and Adult Care Food Program (CACFP). The provision requires child care centers, family child care homes, at-risk afterschool programs, and shelters participating in CACFP to make drinking water available upon request to children.

### **TIPS FOR SERVING AND INCREASING THE AVAILABILITY OF WATER**

- Display child size water pitchers with cups for easy access.
- Place cups beside the water fountain or the appropriate sink for easy accessibility.
- When children request water, distribute straws. Children often have fun when using straws.
- Send home literature to parents pertaining to water and availability.
- Teach children how to use pitchers to serve themselves.
- Offer mini sliced lemons, limes, or oranges to add flavor to water.
- Serve water chilled.
- Set an example for children by drinking water when thirsty.
- Remember to avoid serving children too much water before and during mealtimes. Too much water can lead to a feeling of fullness and reduce the amount of food and milk consumed.

# Small Family Child Care Home Capacity

**4 infants ONLY**  
(under 2 years of age)

(or)



**6 children**  
**no more than 3 infants**  
(under 2 years of age)



**7 children**

(or)

**8 children**

- no more than 2 infants (under 2 years of age)
  - 1 school age child
    - One child at least age 6
- (or)
- One child attending kindergarten

- no more than 2 infants (under 2 years of age)
- 2 school age children
  - One child at least age 6
  - One child attending kindergarten



**Landlord permission required**

**Parent notification required**





# Large Family Child Care Home Capacity

## 12 children

- no more than 4 infants (under 2 years of age)



## Qualified assistant (per licensing regulations)



## 13 children

(or)

## 14 children

- no more than 3 infants (under 2 years of age)
  - 1 school age child
    - One child at least age 6
- (or)
- One child attending kindergarten

- no more than 3 infants (under 2 years of age)
- 2 school age children
  - One child at least age 6
  - One child attending kindergarten



## Qualified assistant (per licensing regulations)

**Landlord permission required**

**Parent notification required**

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## *Four Program Policies your Field Representative is asking of you...*

*Do my Menu and Meal Counts daily (before 12 midnight)*

*Call the office in advance if I will be away from my home during a scheduled meal time, no children in care, closed for a day, on vacation, etc.*

*Feed the children at the scheduled meal times and according to the USDA Meal Patterns for Infants and Children*

*Stay within my State License or Military Certificate Capacity*

*If you follow  
these four simple Program Policies  
you stand a very good chance of never being  
found Out of Compliance!*



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## SAFETY AND SANITATION CHECK LIST

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- ☑ 1. Is the Provider's home clean and neat?
- ☑ 2. Are all cleaning supplies or poisons in a locked or secure area?
- ☑ 3. Are all stairways gated?
- ☑ 4. Are all electrical cords out of children's reach and not hanging across doorways?
- ☑ 5. Are swimming pools, spas, hot tubs, fish ponds, and any other similar body of water covered or fenced?
- ☑ 6. Are toys and play equipment safe, clean and age appropriate?
- ☑ 7. Are children and provider washing their hands before preparing food and eating meals?
- ☑ 8. Are children and/or infants eating at age appropriate furniture during meal times?
- ☑ 9. Baby walkers, bouncers, or jumpers are not allowed to be used during child care business hours.
- ☑ 10. Assistant/Helpers must be present when licensing regulations require.
- ☑ 11. Children should never be forced to finish their meals.
- ☑ 12. Breast Milk or prepared bottles supplied by the Parent must be labeled with the Child's name and date expressed or prepared.



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# PROGRAM POLICIES

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## 1. DEADLINES

- a. To be in the original check run your Monthly Claim must be in our office on or before the fifth (5th) of the following month. **Example:** January claim must in our office on or before February 5th.
- b. Monthly Claims received after the fifth (5th) day of the month go into the late run. The absolute last day to turn in monthly claims is the fifteenth (15th) day of the month following the month being claimed. **Example:** January late claim must be in our office on or before February 15th.
- c. No payment will be made for claims received after the fifteenth (15th) day of the month following the month being claimed.
- d. Enrollment Reports/ must be received in our office within five (5) working days of the child's first date claimed on the Child & Adult Care Food Program.

## 2. REIMBURSEMENT PAYMENTS

- a. Reimbursement payments will be issued as soon as funds are received from the California State Department of Social Services.
- b. Stop payment for lost checks cannot be issued until the tenth (10th) working day following the mailing of checks.
- c. Checks can not be picked up at our office.
- d. For check information, please go to [www.cnpsc.com](http://www.cnpsc.com) it's under Resources.

## 3. SITE REVIEWS

- a. **All providers are required to have a minimum of three (3) Site Reviews during each consecutive 12-month period to review the meal service and program records.** At least two (2) of the Site Review must be unannounced, with at least one (1) of the unannounced Site Review to include a meal service observation. The first Site Review shall occur within the new provider's first four (4) weeks of operation and no more than six (6) months may elapse between Site Reviews.
- b. Additional Site Reviews may be made if it appears that a provider needs additional help with program requirements.

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## PROGRAM POLICIES - continued

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- c. Additional Site Reviews are required per federal and state regulations for Seriously Deficient determinations.
- d. Assistants/Helpers must be approved by Community Care Licensing. Assistants/Helpers left alone with the children must be 18 years or older. Assistants/Helpers left alone with the children must know where the claim forms are kept, allow the Field Representative (Site Monitor) to conduct a Site Review, and be able to participate in a Site Review.
- e. Your claim will be checked at each Site Review. No reimbursement will be made for meals served prior to the Site Review if the claim is not up-to-date, complete and available for review by a Field Representative. .

### 4. HOUSEHOLD CONTACT LETTERS

We are required by USDA Child & Adult Care Food Program and the State of California Department of Social Services regulations to have a Household Contact Policy.

**Household Contact Letters will be mailed to the parent/ guardian of the children in care when a provider is claiming perfect attendance (never any absences), claiming every dinner or a discrepancy is found between the meal count claimed and a Site Review Report.**

The most common discrepancy is when a provider is claiming the maximum capacity (6-8, or 12-14 children depending on license capacity) Monday-Friday, every month, and on the day of the site review the usual 6-8 or 12-14 children were not in care. Household Contact Letters will be mailed to the parent/guardian of the children in care to verify their days and hours of care.

If there is a difference in the information provided by the parent/guardian and the provider, the provider will be contacted to help clarify the matter in question.

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## SERVING FAMILY STYLE

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1. Foods are placed in serving dishes on the table. There must be enough food to meet minimum portion requirements for all of the children present at the meal.
2. It allows children to serve themselves when practical.
3. The 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.
4. Children feel more in control to judge their hunger and fullness throughout the meal, knowing more food is within easy reach.
5. All the foods, including the milk required at breakfast, lunch and dinner is left on the table until the children are finished.
6. Serving family style helps the children learn and practice table manners.



### MINIMUM PORTION REQUIREMENTS

If the provider is not serving family style, the minimum portion requirements as listed on the meal patterns chart must be placed on the child's plate. All foods in the meal, including milk (for breakfast, lunch & dinner) or juice if served at snack are to be given to the child at the same time.

### FOOD PREPARATION & ADDITIONAL REQUIREMENTS

Deep-fat frying, cooking by submerging in hot oil or other fat, **IS NOT ALLOWED**

The use of food and beverage as a reward or punishment **IS NOT ALLOWED**

# MEAL PATTERN FOR INFANTS

FOOD COMPONENTS		0-5 Months Amounts	6-11 Months
BREAKFAST	1) Breast Milk or Iron-Fortified Infant Formula (a) (b)	4-6 oz.	6-8 oz.
	2) Vegetable and/or Fruit (e) (f)		0-2 Tbsp.
	3) Infant Cereal or Meat Alternate or Combination Infant Cereal (b) <b>OR</b> Meat, Fish, Poultry, Whole Egg, Cooked Dry Beans or Peas Cheese Cottage Cheese Yogurt (must be milk based for infants) (g) Or a combination of the above (e)		0-4 Tbsp.  0-4 Tbsp. 0-2 oz. 0-4 oz. 0-4 oz.
LUNCH/DINNER	1) Breast Milk or Iron-Fortified Infant Formula (a) (b)	4-6 oz.	6-8 oz.
	2) Vegetable and/or Fruit (e) (f)		0-2 Tbsp.
	3) Infant Cereal or Meat Alternate or Combination Infant Cereal (b) <b>OR</b> Meat, Fish, Poultry, Whole Egg, Cooked Dry Beans or Peas Cheese Cottage Cheese Yogurt (must be milk based for infants) (g) Or a combination of the above (e)		0-4 Tbsp.  0-4 Tbsp. 0-2 oz. 0-4 oz. 0-4 oz.
AM or PM SNACK	1) Breast Milk or Iron-Fortified Infant Formula (a) (b)	4-6 oz.	2-4 oz.
	2) Vegetable and/or Fruit (e) (f)		0-2 Tbsp.
	3) Grains Infant Cereal (b) (c) Bread (c) Crackers (c) Ready-to-eat Breakfast Cereal (c) (d) (e)		0-4 Tbsp. 0-1/2 slice 0-2 crackers 0-4 Tbsp.

- (a) Breastmilk or formula, or portions of both, must be served; however, it is recommended that breastmilk be served in place of formula from birth through 11 months. For some breastfed infants who regularly consume less than the minimum amount of breastmilk per feeding, a serving of less than the minimum amount of breastmilk may be offered, with additional breastmilk offered at a later time if the infant will consume more.
- (b) Infant formula and dry infant cereal must be iron-fortified.
- (c) A serving of grains must be whole grain-rich, enriched meal, or enriched flour.
- (d) Breakfast cereals must contain no more than 6 grams of sugar per dry ounce (no more than 21.2 grams sucrose and other sugars per 100 grams of dry cereal).
- (e) A serving of this component is required when the infant is developmentally ready to accept it.
- (f) Fruit and vegetable juices must not be served.
- (g) Yogurt must contain no more than 12 grams of added sugars per 6 ounces.(2 grams of added sugars per ounce).

## Handling of Prepared Infant Formula or Breast Milk Provided by the Infant's Parent/Guardian

If the parent provides breast milk or prepared infant formula, they must:

- ◆ Label the bottles or containers with the infant's name, the date and time the breast milk was expressed or the infant formula was prepared.
- ◆ Carry the bottles or containers to the Provider's home in a cooler with an ice pack to keep it at a cold temperature.

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## FEEDING INFANTS 0 THROUGH 11 MONTHS

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### INFANT FORMULA/ BREAST MILK

Breast milk brought to the daycare home is reimbursable. Breastfeeding at the daycare home is also reimbursable. If the parent provides breast milk or prepared infant formula, they must label the bottles or containers with the infant's name, the date the breast milk was expressed or the date the infant formula was prepared.

Providers caring for infants 0 through 11 months of age must offer at least one type of iron-fortified infant formula regulated by the Food and Drug Administration to the infant's parent.

If the infant formula provided by the provider is not the same as the infant formula preferred by the parent or the parent is supplying breast milk, the infant's parent may choose to decline the offered infant formula and supply breastmilk or an allowable infant formula of their choice. Meals are reimbursable when the parent supplies the breastmilk, breastfeeds at the daycare home or supplies the allowable formula.

Soy-based, low lactose and lactose-free formulas that are iron-fortified and regulated by the Food and Drug Administration are creditable in the CACFP.

If an infant is drinking an infant formula that is:

- Not iron-fortified

- Not regulated by the Food and Drug Administration

- Or a FDA exempt infant formula (special formulas for babies who have special dietary needs)

The provider must call our office and ask for a Medical Statement form. The medical statement form is given to the parent to take to the child's health care provider to be completed and mailed to our office. The provider is to follow and serve the recommended suggestion by the child's health care provider.

Allowable infant formulas must be purchased in the United States. Infant formulas purchased or manufactured in another country are not an allowable infant formula.

Infants from birth through 5 months: breast milk or iron fortified infant formula is the only required component.

Infants 6 months through 11 months: breast milk or iron fortified formula are required at all meals including snack. Solid foods are gradually introduced as developmentally appropriate. A fruit or vegetable is required at snack along with the breast milk or iron fortified infant formula when the infant is developmentally ready.

CACFP allows a transition time of 1 month (from the date an infant turns 12 months to the time the child turns 13 months of age) to help babies get used to unflavored whole milk.



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## FEEDING INFANTS 0 THROUGH 11 MONTHS - continued

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### INFANT FOODS

The provider should consult with the parent in making decisions to introduce solid foods. If the parent/guardian indicates that the infant is not ready to eat solid foods, the provider would continue to offer the infant the required amount of breastmilk or iron fortified infant formula. The infant meal is still reimbursable if solid foods are not served because the infant is not developmentally ready for solid foods, per the infant's parent/guardian.

The provider should introduce new food items one at a time. Allow 3-5 days between each new food. Serve appropriate textures in small amounts and observe infant closely for any reaction to new food items. Do not add sugar, salt, fat, or spices to food. Do not use baby food jars as a serving dish. Remove the amount of food needed and place in a dish. Store unused opened baby food jars in the refrigerator and use as soon as possible, at least by one to two days.

### IRON FORTIFIED INFANT CEREAL

Infant cereal is defined as an iron-fortified dry cereal specially formulated for and generally recognized as cereal for infants that are routinely mixed with breastmilk or iron-fortified infant formula.

Infant cereal may not be served in a bottle unless it has been prescribed by the infant's health care provider and a medical statement is on file.

Infant cereal containing fruit and commercially jarred baby food cereals which are "wet", not dry, are not reimbursable.

### READY TO EAT CEREALS

Ready to eat cereals including flakes, rounds and o-shaped cereals that older babies can pick up and eat, are allowable as a snack only. The cereal must not contain more than 6 grams of added sugar per dry ounce. Some ready to eat cereals may be a choking hazard. Choose cereals that dissolve easily in the mouth and do not include nuts, dried fruits, or other hard food items.

### BREADS AND CRACKERS

Small pieces of breads and crackers may credit towards a snack under the infant meal pattern. The first ingredient must be enriched flours or whole grain.

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## FEEDING INFANTS 0 THROUGH 11 MONTHS - continued

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### FRUITS AND VEGETABLES

Fruits and vegetables are a great source of nutrients, such as fiber and vitamin C, which promote healthy growth and development.

Fruits and vegetables can be fresh, frozen, or canned, and prepared to the right texture for the baby. Choose frozen vegetables and fruits without added salt, sauces, or fat; canned fruits without added sugar or syrup; and canned vegetables without added salt.

Jarred infant fruit and vegetables may be served. You can also puree, mash or cut up your own fruits and vegetables.

Infant food pouches are reimbursable and should be served to the infant with a spoon. Infants can easily choke when sucking from an infant food pouch.

At snack a fruit or vegetable is required to be served in addition of the breastmilk or formula when the infant is developmentally ready.

Juice is not allowed for infants 0 through 11 months.

Infant desserts are not reimbursable.

Home canned foods are not reimbursable.

Home prepared carrots, spinach, beets, turnips, or collard greens should not be served to infants under 6 months of age.

### INFANT MEAT AND MEAT ALTERNATES

Meat and poultry, including beef, pork, lamb, veal, chicken and turkey are creditable. Store bought baby food meats made with broth or gravy are also creditable. Iron-fortified infant cereals, meats and poultry are good first foods for babies because they provide iron and zinc.

Both Fish and Shellfish purchased from a commercial source may be offered to infants when developmentally ready. These include salmon, trout, flounder, cod, haddock, perch, tilapia, crab, shrimp and other fish and shellfish. After cooking, separate any remaining bone, skin and pieces of fat. Cut the meat, poultry, shellfish, or fish into small pieces and puree, mash, or finely chop until you get the right texture. Add cooking liquid or water until you get the desired thickness.

The U.S. Food and Drug Administration and the Dietary Guidelines for Americans recommend that pregnant women and young children avoid eating fish that typically have higher mercury levels. These include: shark, swordfish, king mackerel, tilefish, bigeye tuna, orange roughy, and marlin

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## FEEDING INFANTS 0 THROUGH 11 MONTHS - continued

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Meat Alternates that are creditable for infants are:

- Whole egg
- Cooked dry beans and peas (if using canned beans it is recommended to drain the liquid and rinse the beans with water before pureeing or mashing. This helps rinse off some of the sodium (salt).
- Pasteurized Cheese
- Cottage Cheese
- Milk based yogurt (no more than 23 grams of sugar per 6 ounces)
- Iron fortified infant cereal may also be served as a meat alternate because it is iron fortified.

### INFANT FOODS NOT REIMBURSABLE AND NOT RECOMMENDED

- ✖ Cheese labeled cheese food, cheese product or cheese spread
- ✖ Commercially prepared infant desserts and grain based desserts such as cookies, pies, doughnuts, cereal and granola type bars, cake, brownies, etc. These foods are high in saturated fats and added sugars.
- ✖ Processed meats and poultry such as: luncheon meats, hot dogs (frankfurters), infant meat and poultry sticks (hot dried or semi-dried, like jerky), chicken nuggets, fish sticks, and sausages. They are higher in sodium than other meat products and may cause choking.
- ✖ Honey (including cooked or baked in products, such as Honey Graham Crackers) should not be given to infants under 1 year of age. Honey may contain bacteria that can cause infant botulism.
- ✖ Infant cereal containing fruit and commercially jarred baby cereal which are “wet” not dry
- ✖ Infant formula and infant foods purchased or manufactured outside of the United States
- ✖ Juice (fruit and vegetable)
- ✖ Nuts, seeds, nut and or seed butters (peanut butter, cashew butter etc.)
- ✖ Raisins
- ✖ Soy Yogurt
- ✖ Tofu



## For Child Care Providers: Making Foods Safer for Baby

Babies and young children are at the highest risk of choking on food. They remain at high risk until they have more teeth and are better able to chew and swallow. Young children die from choking more than any other home accident. You can help make eating safer for babies and young children.

### Prepare Foods So They Are Easy To Chew

- Grind up tough meats.
- Cook or steam food until it is soft.
- Puree, mash, or finely chop foods into small pieces (no larger than ½ inch) or thin slices or strips (lengthwise).
- Remove all bones from fish, chicken, and meat before cooking or serving.
- Remove seeds, pits, tough skins, and peels from fruits and vegetables.



*Always prepare foods so they are easy to chew.*

### Avoid serving small, sticky, or hard foods that are difficult to chew and easy to swallow whole. These foods are not creditable for infants in the CACFP.

- Popcorn
- Nuts and seeds (including breads, crackers, and ready-to-eat cereals that contain nuts and seeds)
- Hard candy
- Chunks of peanut butter and other nut butters
- Marshmallows
- Chewing gum



*Older baby eating small pieces of bread at snack.*

A handout from *Feeding Infants in the Child and Adult Care Food Program*

<https://teamnutrition.usda.gov> • FNS 786J • March 2019

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# MEAL PATTERN FOR OLDER CHILDREN

	FOOD COMPONENTS	1-2 Years Amts	3-5 Years Amts	6-12 Years Amts
<b>BREAKFAST</b>	1) Fluid Milk (a)	1/2 cup	3/4 cup	1 cup
	2) Vegetable or Fruit (b)	1/4 cup	1/2 cup	1/2 cup
	3) Grains (d) (e) - <b>Whole Grain or Enriched</b> Bread Biscuit/Roll/Muffin/Cornbread Cooked Cereal, pasta, noodle products, or cereal grains (f) Cold Dry Cereal - Flakes or rounds (f) Cold Dry Cereal - Puffed cereal (f) Cold Dry Cereal - Granola (f)	<b>1/2 ounce equivalent</b> 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	<b>1/2 ounce equivalent</b> 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	<b>1 ounce equivalent</b> 1 slice 1 serving 1/2 cup 1 cup 1 1/4 cup 1/4 cup
<b>LUNCH/DINNER</b>	1) Fluid Milk (a)	1/2 cup	3/4 cup	1 cup
	2) Vegetable (b)	1/8 cup	1/4 cup	1/2 cup
	3) Fruit (b) (c)	1/8 cup	1/4 cup	1/4 cup
	4) Grains (d) - <b>Whole Grain or Enriched</b> Bread Biscuit/Roll/Muffin/Cornbread Cooked Cereal, pasta, noodle products, or cereal grains (f)	<b>1/2 ounce equivalent</b> 1/2 slice 1/2 serving 1/4 cup	<b>1/2 ounce equivalent</b> 1/2 slice 1/2 serving 1/4 cup	<b>1 ounce equivalent</b> 1 slice 1 serving 1/2 cup
	5) Meat/Meat Alternate Lean Meat/Poultry/Fish Cheese Cottage Cheese Large Egg Cooked Dry Beans or Peas (i) Peanut Butter or Nut/Seed Butters (g) Peanuts, soynuts, tree nuts, roasted peas, or seeds (g) Tofu Yogurt (i) (j)	1 oz. 1 oz. 1/4 cup or 2 oz. 1/2 egg 1/4 cup 2 Tbsp. 2 oz. = 50% 1 oz. 1/2 cup	1 1/2 oz. 1 1/2 oz. 3/8 cup or 3 oz. 3/4 egg 3/8 cup 3 Tbsp. 3/4 oz. = 50% 1 1/2 oz. 3/4 cup	2 oz. 2 oz. 1/2 cup or 4 oz. 1 egg 1/2 cup 4 Tbsp. 1 oz. = 50% 2 oz. 1 cup
<b>AM or PM SNACK (select two of these five components)</b>	1) Fluid Milk (a)	1/2 cup	1/2 cup	1 cup
	2) Vegetable (b)	1/2 cup	1/2 cup	3/4 cup
	3) Fruit (b)	1/2 cup	1/2 cup	3/4 cup
	4) Grains (d) - <b>Whole Grain or Enriched</b> Bread Biscuit/Roll/Muffin/Cornbread Cooked Cereal, pasta, noodle products, or cereal grains (f) Cold Dry Cereal - Flakes or rounds (f) Cold Dry Cereal - Puffed cereal (f) Cold Dry Cereal - Granola (f)	<b>1/2 ounce equivalent</b> 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	<b>1/2 ounce equivalent</b> 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	<b>1 ounce equivalent</b> 1 slice 1 serving 1/2 cup 1 cup 1 1/4 cup 1/4 cup
	5) Meat/Meat Alternate Lean Meat/Poultry/Fish Cheese Cottage Cheese Large Egg Cooked Dry Beans or Peas (h) Peanut Butter or Nut/Seed Butters Peanuts, soynuts, tree nuts, roasted peas, or seeds Tofu Yogurt (i) (j)	1/2 oz. 1/2 oz. 1/8 cup or 1 oz. 1/2 egg 1/8 cup 1 Tbsp. 1/2 oz. 1/2 oz. 1/4 cup	1/2 oz. 1/2 oz. 1/8 cup or 1 oz. 1/2 egg 1/8 cup 1 Tbsp. 1/2 oz. 1/2 oz. 1/4 cup	1 oz. 1 oz. 1/4 cup or 2 oz. 1/2 egg 1/4 cup 2 Tbsp. 1 oz. 1 oz. 1/2 cup

- (a) Must be unflavored whole milk for children age one. Must be unflavored low-fat (1 percent) or unflavored fat-free (skim) milk for children two through five years old. Must be unflavored low-fat (1 percent), unflavored fat-free (skim), or flavored fat-free (skim) milk for children six years old and older.
- (b) Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.
- (c) A vegetable may be used to meet the entire fruit requirement. When two vegetables are served at lunch or supper, two different kinds of vegetables must be served.
- (d) At least one serving per day, across all eating occasions, must be whole grain-rich. Grain-based desserts do not count towards meeting the grains requirement.
- (e) Meat and meat alternates may be used to meet the entire grains requirement a maximum of three times a week. One ounce of meat and meat alternates is equal to one ounce equivalent of grains.
- (f) Breakfast cereals must contain no more than 6 grams of added sugars per dry ounce (no more than 21.2 grams of added sugars per 100 grams of dry cereal).
- (g) No more than 50% of the requirements shall be met with peanut butter, other nut or seed butters, nuts or seeds. Peanut butter, other nut or seed butters, nuts or seeds shall be combined with another meat/meat alternative to fulfill the requirements. For purpose of determining combinations—1 oz of nuts or seeds is equal to 1 oz cooked lean meat, poultry, or fish
- (h) In the same meal service, dried beans or dried peas may be used as a meat alternative or as a vegetable; however, such use does not satisfy the requirement for both components. Roasted peas may be used as a meat alternative or fruit/vegetable for snacks.
- (i) Yogurt must contain no more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce).
- (j) Commercially added fruit or nuts in flavored yogurt do not fulfill the fruit or meat alternative component.

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## FEEDING CHILDREN 1-12 YEARS OF AGE

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### MILK

Specific amounts of milk must be served as a beverage at breakfast, lunch and dinner. Milk may also be served at snacks. Milk served must be pasteurized fluid dairy milk that meets State and local standards. Milk provides many nutrients, including protein, calcium, vitamin B-6, vitamin D, vitamin B-12 and magnesium.

The following milks are reimbursable as milk on CACFP

Whole milk is required for children one year to 23 months old

1% Low-fat milk, Non-fat milk or skim milk is required for children 2 years and older

Lactose-reduced milk is allowable milk

Whole lactose-reduced milk is required for children one year to 23 months old

1% low-fat milk, Non-fat milk or skim milk is required for 2 years and older

Goat's Milk is allowable and it must be pasteurized

Whole goat milk is required for children one year to 23 months

1% low-fat, non-fat or skim goat's milk is required for 2 years and older

### SOY MILK

A parent may request soy milk in place of milk. The soy milk must be nutritionally equivalent to milk. The provider must call our office and request a "Parent Request for a Fluid Milk Substitution" form that the parent must complete and sign. The form will list soymilks that are allowable on CACFP.

If a child is unable to drink any of the allowable milks due to milk intolerance or allergies, the provider must call our office and ask for a Medical Statement form. The child's physician will complete the form and recommend a substitute.

The following products **are not** reimbursable on CACFP unless a Medical Statement is on file for the child:

Rice milk

Almond Milk

All sweetened milks per California Community Care Licensing (AB 2084)

Unpasteurized milk

Flax, coconut or other milk substitutes

Powdered milk

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## FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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### BREADS AND BREAD ALTERNATES

Whole grain or enriched breads and bread products provide iron and B vitamins. Whole grains are also good sources of folate, magnesium, zinc and fiber. The fiber found in whole grains aids in digestion and may reduce the risk of some cancers.

The first ingredient for all breads and bread alternates such as crackers, tortillas, pancakes, pasta, rice or home-made breads and muffins must be whole-grain or enriched flour to meet the bread requirement on CACFP.

A bread or bread alternate is required to be served at Breakfast, lunch and dinner. A bread or bread alternate may also be served at snacks.

A meat or meat alternate can be served at breakfast up to 3 times a week in place of the bread requirement at breakfast only.

A whole grain rich food must be served at one meal each day the provider is claiming. Whole grain-rich foods are filled with vitamins, minerals, fiber and other nutrients that help kids and adults stay healthy. Whole grain-rich is 100% whole grain or 50% whole grain with the remaining grains being enriched, bran or germ. The provider may select the meal she would like to serve the whole grain rich food. To receive credit for the whole-grain rich food the provider is required to document which food is the whole-grain rich on her menus. The fact sheets for whole grain-rich are included in the handbook to help the provider select whole-grain rich foods.

### BREAKFAST CEREALS

Cereals can be an important source of iron and fiber for children. Breakfast cereals served in the CACFP must be low in sugar and contain no more than 6 grams of added sugars per dry ounce. Whole grain, enriched or fortified cereal may be served alone or in combination with bread to meet the bread/bread alternate requirement. There are many types of cereals that will meet the above requirements. It is easy to find the allowable cereals using the fact sheet included.

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## FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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### WHOLE GRAIN-RICH FOOD ITEM CRITERIA

To be considered a whole grain-rich food item in the CACFP, a product must meet one of the following criteria:

1. The product is included as a whole grain or whole-grain rich food on the authorized WIC Food List shopping guide. Access California's list at <http://bit.ly/2pzTcfO>.
2. The product is a bread or pasta labeled "whole wheat" **with one of the exact products** name that conform to the FDA standard of identity statements for whole wheat on the label:

*Bread:* Whole wheat bread, graham bread, entire wheat bread, whole wheat rolls, graham rolls, entire wheat rolls, whole wheat buns, graham buns, entire wheat buns.

*Pasta:* whole wheat macaroni product, whole wheat macaroni, whole wheat spaghetti and whole wheat vermicelli.

3. The product meets the rule of 3 requirements. The first ingredient or second after water must be whole grain and the next two grain ingredients (if any) must be whole grains, enriched grains, bran or germ.

For breakfast cereals: if the first grain ingredient is a whole grain and the cereal is fortified, the product meets the whole grain rich criteria. The cereal must also contain no more than 6 grams of added sugars per dry ounce.

### Whole Grains Can Be as Easy as One Serving a Day...





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## FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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### MEAT AND MEAT ALTERNATES

One or more of the following foods must be served as the main dish at lunch and supper:

- Cooked meat, poultry or fish
- Cheese, egg
- Legumes, cooked dry beans, or peas
- Beans (excludes green beans which are allowed as a vegetable)
- Peanut butter, other nut butters, nuts, seeds (excludes acorns & chestnuts)
- Yogurt, soy yogurt
- Commercially prepared tofu

A serving of cooked meat is defined as lean meat without bone.

When cooked dry beans, lentils, or peas are counted as part of the meat alternate requirement, they cannot be counted towards meeting the vegetable requirement.

All meat and meat alternates must be USDA inspected. Fish or wild game that has been personally caught is not allowable on CACFP.

Commercially prepared tofu must be easily recognized as a meat substitute. Commercial tofu must contain 5 grams of protein per 2.2 ounces (1/4 cup) to equal 1 ounce of meat alternate.

#### Allowable cheeses are:

American	Cottage	Muenster
Brie	Feta	Provolone
Camembert	Havarti	Ricotta
Cheddar	Monterey Jack	Swiss
Colby	Mozzarella	

Cheeses **that are** not reimbursable:

Cheese product	Powdered cheese in boxed Mac & Cheese products
Cheese food	Velveeta Cheese
Cream cheese	
Imitation cheese	

#### Peanut butter, other nut butters, nuts and seeds

Serving peanut butter, other nut butters, nuts or seeds at lunch and dinner can only count towards 50% (1/2) of the meat/meat alternate requirement. The provider will need to serve and document on the menu another meat/meat alternate at lunch and/or dinner to fulfill the meat/meat alternate requirement.

Example:

Peanut butter and cheese	Peanut butter and chicken	Peanut butter and yogurt
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## FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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### COMMERCIALLY PREPARED FOODS

Commercially prepared food such as taquitos, lasagna, macaroni & cheese, pizza, fish sticks and chicken nuggets are not reimbursable on CACFP. Home made products are allowable because the provider ensures the required amounts are added to the dish they are preparing.

Fish sticks and chicken nuggets can be reimbursable if the package has a CN label on it. An example of the CN label is shown on the “What is a “CN” Label fact sheet.

The quantity on the CN label must be prepared and available to the children at the meal. Providers must have the original CN label package available to show their field representative at each site review. Products with a CN label where the required amounts are not reasonable for the age of the children in care are not reimbursable.

### DAIRY YOGURT AND SOY YOGURT

Dairy and soy yogurt are reimbursable and may be used to meet the meat alternate requirement only.

Soy yogurt is not reimbursable for children under 1 year.

Yogurt served must not have more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce).

There are many types of yogurt that meet this requirement. **See enclosed Fact Sheet.**

Commercially added fruit or other flavoring does not satisfy any other required component.

Yogurt applies only to commercially prepared dairy or soy yogurt (home-made yogurt is not reimbursable).

### LUNCHEON MEATS, HOT DOGS AND SAUSAGES

Only processed luncheon meats, hot dogs and sausages that do not have any binders and/or extenders and are 100% meat can be claimed on CACFP. Fact sheet are included to help the provider select reimbursable meats and serve the correct amounts per USDA requirements.

Processed luncheon meats, hot dogs and sausages are usually high in fat, nitrates and sodium. These foods are not the best choice for children and should only be served occasionally.

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## FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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### VEGETABLES AND FRUITS

Fresh, frozen and canned vegetables and fruits are reimbursable on CACFP. Canned vegetables and fruits are usually very high in sugar and sodium. It is best to select canned vegetables that are low in sodium and fruits packed in juice or water.

One serving of a fruit or vegetable is required at breakfast.

Two different servings of vegetable and fruit are required at lunch and dinner. Providers can choose to serve two vegetables at lunch and dinner. *(Two fruits **are not** allowed to be served at lunch and dinner to fulfill the requirement).*

A serving of fresh, frozen, or canned vegetables is drained vegetables (without juices or water).

Lettuce and tomato count as one vegetable serving at meals. The provider must serve a second vegetable or fruit at lunch and dinner to meet the vegetable/fruit requirement.

Combination vegetables or fruits that are packaged together or are served in one dish count as one food component. Examples are: mixed vegetables, frozen peas & carrots, vegetable salads, fruit salads and fruit cocktail.

Potatoes and corn are reimbursable as a vegetable on CACFP.

Onions, mushrooms, green peppers, etc. used to flavor foods are considered garnishes and are not a complete food component. Vegetables on a home-made pizza do not count as a food component because there are not enough of them to fulfill the vegetable requirement.

**Juice can only be served at one meal per day.** Juices must be 100% full strength (without added sugar or water) and pasteurized. 100% frozen juice is allowable because you are adding the water back in that was taken out during processing. The provider may choose to serve juice at a breakfast or a snack (but not both in the same day). When selecting a Juice read the label carefully. 100% Natural or 100% Vitamin C does not mean the juice is 100%.

Home-canned fruits or vegetables cannot be served to children on CACFP.

Raw sprouts, including alfalfa, clover, radish and bean sprouts (such as mung bean and soy bean sprouts) cannot be served to children on CACFP because of the potential for food borne illness.

# ACCEPTABLE BREAD AND BREAD ALTERNATIVES

(The first ingredient of all bread and bread alternatives must be enriched flours or whole grains)

At least one serving of grains per day must be whole grain rich

	1 - 5 years	6 - 12 years
Animal crackers (about 1 1/2" by 1")**	8 crackers or 14 grams	15 crackers or 28 grams
Bagel (at least 56 grams)*	1/4 bagel or 14 grams	1/2 bagel or 28 grams
Biscuits (at least 28 grams)*	1/2 biscuit or 14 grams	1 biscuit or 28 grams
Bulgur, cracked wheat	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry
Bread sticks (at least 28 grams)*	1 1/2 sticks or 14 grams	3 sticks or 28 grams
Buns (at least 28 grams)*	1/2 bun or 14 grams	1 bun or 28 grams
Cereal, ready-to-eat (flakes or rounds)	1/2 cup or 14 grams	1 cup or 28 grams
Cereal, ready-to-eat (granola)	1/8 cup or 14 grams	1/4 cup or 28 grams
Cereal, ready-to-eat (puffed)	3/4 cup or 14 grams	1 1/4 cup or 28 grams
Cheese nips/Cheeze-its (about 1" by 1")**	10 crackers or 11 grams	20 crackers or 22 grams
Club Cracker (about 1 1/4" by 2 1/2")**	2 crackers or 11 grams	4 crackers or 22 grams
Cornbread (at least 34 grams)*	1 2"x2" square or 17 grams	2 2"x2" square or 34 grams
Croissant (at least 34 grams)*	1/2 croissant or 17 grams	1 croissant or 34 grams
English muffin (at least 56 grams)*	1/4 muffin or 14 grams	1/2 muffin or 28 grams
French bread (at least 28 grams)*	1/2 slice or 14 grams	1 slice or 28 grams
French toast stick (at least 18 grams)	2 sticks or 35 grams	4 sticks or 69 grams
Goldfish crackers (about 3/4" by 1/2")**	21 crackers or 11 grams	41 crackers or 22 grams
Graham crackers (about 5" by 2 1/2")**	1 cracker or 14 grams	2 crackers or 28 grams
Grits	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry
Melba Toast (about 3 1/2" by 1 1/2")**	2 pieces or 11 grams	5 pieces or 22 grams
Muffin (at least 56grams)*	1/2 muffin/slice or 28 grams	1 muffin/slice or 55 grams
Oat meal	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry
Pancakes (at least 34 grams)*	1/2 pancake or 17 grams	1 pancake or 34 grams
Pasta (whole grain-rich or enriched)	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry
Pie crust, for meat pies only (at least 28 grams)*	1/2 serving or 14 grams	1 serving or 28 grams
Pita bread/round (at least 56 grams)*	1/4 pita or 14 grams	1/2 pita or 28 grams
Pizza crust, thick (at least 28 grams)*	2"x3" piece or 14 grams	3"x4" piece or 28 grams
Pizza crust, thin (at least 28 grams)*	2"x4" piece or 14 grams	4"x4" piece or 28 grams
Pretzels, soft (at least 56 grams)*	1/4 pretzel or 14 grams	1/2 pretzel or 28 grams
Pretzels, sticks (about 2 1/2" long)**	16 pretzel sticks or 11 grams	31 pretzel sticks or 22 grams
Pretzels, twists (about 1 1/4" by 1 1/2")**	7 pretzel twists or 11 grams	14 pretzel twists or 22 grams
Pumpernickel bread (at least 28 grams)*	1/2 slice or 14 grams	1 slice or 28 grams
Quinoa	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry
Rice (all types)	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry
Ritz crackers (about 1 3/4" across)**	4 crackers or 11 grams	7 crackers or 22 grams
Rolls, dinner (at least 28 grams)*	1/2 roll or 14 grams	1 rolls or 28 grams
Rye bread (at least 28 grams)*	1/2 slice or 14 grams	1 slice or 28 grams
Saltine crackers (about 2" by 2")**	4 crackers or 11 grams	8 crackers or 22 grams
Teddy Grahams (about 1" by 1/2")**	12 crackers or 14 grams	24 crackers or 28 grams
Tortillas, corn (about 5 1/2")**	3/4 tortilla or 14 grams	1 1/4 tortillas or 28 grams
Tortillas, flour (about 6")**	1/2 tortilla or 14 grams	1 tortillas or 28 grams
Triscuit crackers (about 1 1/2" by 1 1/2")**	3 crackers or 11 grams	5 crackers or 22 grams
Waffles (at least 34 grams)*	1/2 waffle or 17 grams	1 waffle or 34 grams
Wheat thin crackers (about 1 1/4" by 1 1/4")**	6 crackers or 11 grams	12 crackers or 22 grams
White/whole wheat bread (at least 28 grams)*	1/2 slice or 14 grams	1 slice or 28 grams

\*Check that the item you want to serve weighs this amount, or more. See "Using the Nutrition Facts Label" for more information.

\*\*Check that the item you want to serve is about this size or larger. See "Grains Measuring tools" for more information.

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## YOU CAN HELP PREVENT CHOKING

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Always watch or sit with children during meals and snacks. Young children, ages 1 through 3 especially, are at risk of choking on food and remain at risk until they can chew and swallow better by about age 4.

**Watch children during meals and snacks to make sure they:**

Sit quietly. Eat slowly. Chew food well before swallowing. Eat small portions and take only one bite at a time. Finish swallowing before leaving the table.

**Fix table foods so they are easy to chew:**

Cut foods into small pieces or thin slices. Cut round foods, like hot dogs, lengthwise into thin strips. Remove all bones from fish, chicken, and meat. Cook food, such as carrots or celery, until slightly soft. Then cut into sticks. Remove seeds and pits from fruit. Spread peanut butter thinly.

Foods that are popular with young children are often the ones that have caused choking.

**Foods that may cause choking are:**

<b>Firm, smooth, or slippery foods that slide down the throat</b>	<b>Small, dry, or hard foods that are difficult to chew and easy to swallow whole</b>	<b>Sticky or tough foods that do not break apart easily and are hard to remove from the airway</b>
peanuts nuts cherries with pits large pieces of fruit whole grapes hot dogs hard candy peas ice cubes	granola nuts & seeds popcorn potato chips corn chips pretzels small pieces of raw carrots, celery, or other raw hard veggies	raisins chunks of meat dried fruit marshmallows chewing gum spoonfuls or chunks of peanut butter or other nut/seed butter

*Building Blocks for Fun and Healthy Meals*

# ALLOWABLE CEREALS

- (1.) Breakfast cereal served in the Child and Adult Care Food Program (CACFP) **must contain no more than 6 grams of added sugars per dry ounce.**

Nutrition Facts	
15 servings per container	
<b>Serving size ¾ cup (30g)</b>	
<b>Amount per serving</b>	
<b>Calories</b>	<b>100</b>
<b>% Daily Value*</b>	
<b>Total Fat</b> 0.5g	<b>1%</b>
Saturated Fat 0g	<b>0%</b>
Trans Fat 0g	
<b>Cholesterol</b> 0mg	<b>0%</b>
<b>Sodium</b> 140mg	<b>6%</b>
<b>Total Carbohydrate</b> 22g	<b>7%</b>
Dietary Fiber 3g	<b>11%</b>
Total Sugars 5g	
Includes 4g Added Sugars	<b>8%</b>
<b>Protein</b> 3g	

1. Use the **Nutrition Facts** label to find the **Serving Size**, in grams (g), of the cereal.
2. Find the **Sugars** line. Look at the number of grams (g) next to Sugars
3. Use the serving size identified in Step 1 to find the serving size of your cereal in the table below.

Serving Size*	Sugars
If the serving size is:	Sugars cannot be more than:
12-16 grams	3 grams
26-30 grams	6 grams
31-35 grams	7 grams
45-49 grams	10 grams
55-58 grams	12 grams
59-63 grams	13 grams
74-77 grams	16 grams

(2.)

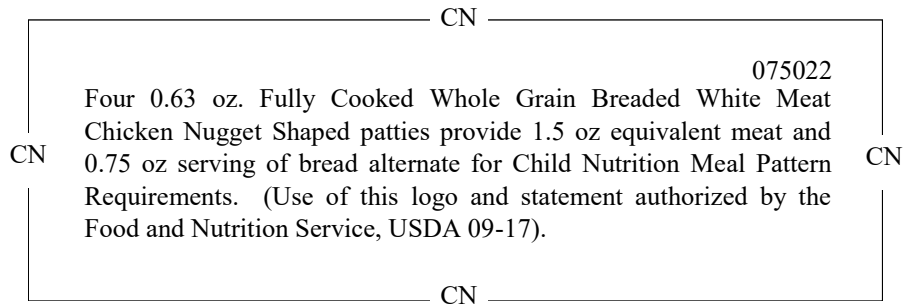
4. In the table, look at the number to the right of the serving size amount, under the “Sugars” column. **If your cereal has that amount of sugar, or less, your cereal meets the sugar requirement**

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## WHAT IS A “CN” LABEL?

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**What is a CN Label?** It is documentation for main dish combination products that are commercially processed. It states the amount of each meal component that is found in each serving.



**Why do I need it?** You didn't make the product from scratch so you don't know if it contains sufficient quantities of meat/meat alternate, grains/breads, and vegetables/fruits to meet the meal pattern requirements.

1. You must choose products with CN labels that have realistic portion sizes for the children in your care. Remember that these foods are high in fat and sodium. Providers must have the original CN Label package available to show their Field Representative at each Site Review
2. **It is recommended that you serve these foods no more than twice a week.**
3. When selecting a brand, you must look for the CN label and read the information on the package before purchasing the product.
4. **You must read the CN label as you are required to cook and serve the amount for the number and ages of children in your care.**
5. **You should not use products with CN labels when the serving size on the CN label is not realistic for the ages of the children in care (for example ~ 7 nuggets for a 3 year old).**
6. Go to our website, **[cnpsc.com](http://cnpsc.com)** > Go to **Resources** > Go to **Links you might want to check out** and open the “Calculator for Child Nutrition (CN) Labels” for more info.
7. Making your own healthy chicken nuggets or fish sticks are a far better choice! Check online for some great, healthier recipes. A great website with child friendly recipes is: Kids Eat Right. [www.eatright.org/kids](http://www.eatright.org/kids)



## WHAT'S IN MY SANDWICH...?

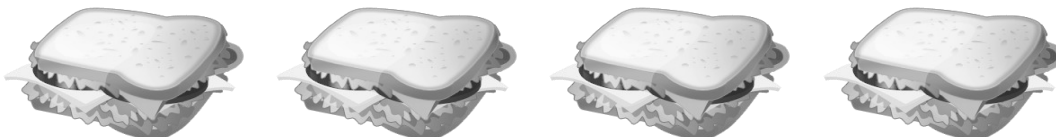
Did you know that most deli meats including hotdogs (whether bought by the pound in the deli section or pre-packaged in the refrigerated section of your grocery store) are not allowable on the Child & Adult Care Food Program?

It's a little scary reading the ingredients label on deli meats (really processed meat products)! Who knew that most deli meats are not 100% meat and have binders, extenders and by products which makes them non-reimbursable for Child & Adult Care Food Program? Binders and extenders hold processed meats together and may aid in retaining product moisture.

<p><b>Examples of Binders and Extenders</b></p> <ul style="list-style-type: none"> <li>• Carrageenan (a byproduct of algae or seaweed)</li> <li>• Cereal, cereal flours, bread crumbs</li> <li>• Starchy vegetable flour</li> <li>• Dried milk</li> <li>• Calcium reduced dried skim milk</li> <li>• Soy protein concentrate, soy flour</li> <li>• Isolated soy protein, milk protein</li> <li>• Sodium caseinate</li> <li>• Dry or dried whey</li> <li>• Food legumes (beans, peas, lentils)</li> <li>• Roots and tubers</li> <li>• Water or broth</li> </ul>	<p><b>Examples of Binders and Extenders (continued)</b></p> <ul style="list-style-type: none"> <li>• Polysaccharides</li> <li>• Gelatin, wheat gluten, tapioca</li> </ul> <p><b>Examples of By Products</b></p> <ul style="list-style-type: none"> <li>• Stomachs and snouts</li> <li>• Tripe</li> <li>• Hearts</li> <li>• Tongues, lips</li> <li>• Fats, fatty tissue</li> <li>• Spleen</li> </ul>
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What to do...what to do...what to serve?

- Canned tuna or canned chicken sandwiches
- Egg sandwiches
- Cheese sandwiches
- Peanut or Nut butter sandwiches (remember to serve the other required 2<sup>nd</sup> meat/meat alternative).
- Turkey Ham (Cured Turkey Thigh Meat) is allowable because it is a "standardized" product – meaning that every manufacturer has the same amount of lean meat in the product; **although processed Turkey Ham is usually very high in fat and sodium (salt) and is not the best choice.**
- **Or make your own fresh and healthy (and less expensive) sandwich meats**
  - ♦ buy turkey or chicken breast....think real turkey sandwiches (like sandwiches made the day after Thanksgiving.... mmmmm).
  - ♦ cook in crock pot, roast, or bake in oven to 170 degrees
  - ♦ slice with knife or meat slicer and you're ready to make healthier sandwiches
- Or, as many of you do, serve healthy meals that do not include sandwiches





## MEATS THAT HAVE WATER ADDED

Serving sizes for meats that have added water are different than meats without added water. Below is a list of allowable meats that have added water and their correct serving size per age group.

### CANNED CHICKEN IN WATER WITHOUT ANY ADDED INGREDIENTS

1.2 oz. unheated drained chicken provides 1 oz. cooked poultry  
1.8 oz. unheated drained chicken provides 1 ½ oz. cooked poultry  
2.4 oz. unheated drained chicken provides 2 oz. cooked poultry

approximately 2 ½ Tablespoons for 1-2 yrs. old equals 1 oz. meat  
approximately 3 ½ Tablespoons for 3-5 yrs. old equals 1 ½ oz. meat  
approximately 5 Tablespoons for 6-12 yrs. old equals 2 oz. meat

### CANNED HAM

1.2 oz. unheated meat provides 1 oz. lean meat  
1.8 oz. unheated meat provides 1 ½ oz. lean meat  
2.4 oz. unheated meat provides 2 oz. lean meat

the provider will have to weigh the ham that they slice or cut up to serve the correct portion size for the age groups eating the meal

### TURKEY HAM SLICED LUNCH MEAT

1.4 oz. serving provides 1 oz. cooked turkey  
2.1 oz. serving provides 1 ½ oz. cooked turkey  
2.4 oz. serving provides 2 oz. cooked turkey

= 1 ½ slices for 1-2 yrs. olds for lunch or dinner  
= 2 slices for 3-5 yrs. olds for lunch or dinner  
= 2 ¾ slices for 6-12 yrs. olds for lunch or dinner

### TURKEY HAM 15% ADDED INGREDIENTS

1.7 oz. serving provides 1 oz. cooked turkey  
2.1 oz. serving provides 1 ½ oz. cooked turkey  
2.14 oz. serving provides 2 oz. cooked turkey

the provider will have to weigh the turkey ham that they slice or cut up to serve the correct portion sizes for the age groups eating the meal

### CANNED TUNA IN WATER WITHOUT ANY ADDED INGREDIENTS

1 oz. drained tuna equals 1 oz. tuna  
1 ½ oz. drained tuna equal 1 ½ oz. tuna  
2 oz. drained tuna equal 2 oz. tuna

approximately 2 ½ Tablespoons for 1-2 yrs. old equal 1 oz. tuna  
approximately 3 ½ Tablespoons for 3-5 yrs. old equal 1 ½ oz. tuna  
approximately 5 Tablespoons for 6-12 yrs. old equal 2 oz. tuna

**PLEASE NOTE:** If serving a turkey ham and cheese sandwich and using the correct bread requirement may be too big or thick for a small child to bite into, or could become a choking hazard. You can always serve the cheese slices on the plate instead of inside the sandwich. Or you can serve the meat and cheese, cut up and on the plate, and serve the bread or bread alternate by itself.

**BEST PRACTICE** is to use only the required bread amount for a sandwich for the children. Serving too much of one requirement, such as bread, may prevent a child from eating the other required meal components. They may be too full to eat other foods, so the meal that is eaten is not as nutritious as the meal you planned based on the meal patterns.

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## NON-REIMBURSABLE FOODS

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These foods **do not** meet requirements for the CACFP food components. If you have any questions about a food, please call the office.

- ♦ Acorns, chestnuts
- ♦ Bacon
- ♦ Banana chips
- ♦ Bread stuffing (commercially prepared, e.g., *StoveTop*)
- ♦ Candies
- ♦ Grain based desert items; Cakes, Brownies, Pies, Gingerbread, and any other dessert item
- ♦ Can soups, can macaroni products (*Spaghetti-Os*, *Ravioli*, etc.)
- ♦ Cereals containing *NutraSweet*, *Splenda*, etc.
- ♦ Cheese labeled “Cheese Food”. “Cheese Product” and “Cheese Spread”, such as *Velveeta*
- ♦ Cheese—home-made
- ♦ Chips (taco, potato, corn, cheese puffs, etc.)
- ♦ Chocolate dairy drink
- ♦ Commercially prepared foods (tacquitos, lasagna, macaroni & cheese, pizza, fish sticks, breaded or battered fish or seafood products, corn dogs, chicken nuggets, etc.) without a Child Nutrition (CN) label.
- ♦ Corn grits (un-enriched)
- ♦ *Craisins*
- ♦ Cream cheese
- ♦ Deep fried foods
- ♦ Egg Rolls
- ♦ Evaporated milk
- ♦ Fish products made with minced fish
- ♦ Gelatin (*Jell-O*)
- ♦ Granola bars, Cereal bars and other processed snacks (*Nutrigrain Bars*, *Kudos*, etc.)
- ♦ *Hi-C*, *Kool-Aid*, and any other drink that is not a 100% full strength pasteurized juice such as *Ocean Spray Cranberry Juice Cocktail Drink*, other cocktail drinks or fruit nectars
- ♦ Home canned food or Home prepared juices cannot be served to day care children
- ♦ Ice cream
- ♦ Jelly, jam, and preserves
- ♦ Juices that are homemade or juices that are not 100% full strength and pasteurized
- ♦ Lemons, lemonade, limes, limeade
- ♦ Lumpia
- ♦ Meat/meat products not inspected by USDA
- ♦ Pickle relish
- ♦ Pie crust for dessert items such as apple pie, peach pie, pumpkin, etc.
- ♦ Pop tarts
- ♦ Puddings
- ♦ Powdered Milk
- ♦ Raw Sprouts, including alfalfa, clover, radish, and bean sprouts (mung bean and soy bean sprouts). For health reasons, Raw Sprouts must not be served to children.
- ♦ Snack type commercially prepared products (Party Mix, Chex Mix, Trail Mix, etc.)
- ♦ *Top Ramen*, *Cup of Noodles*, or similar type products
- ♦ Yogurt (homemade)

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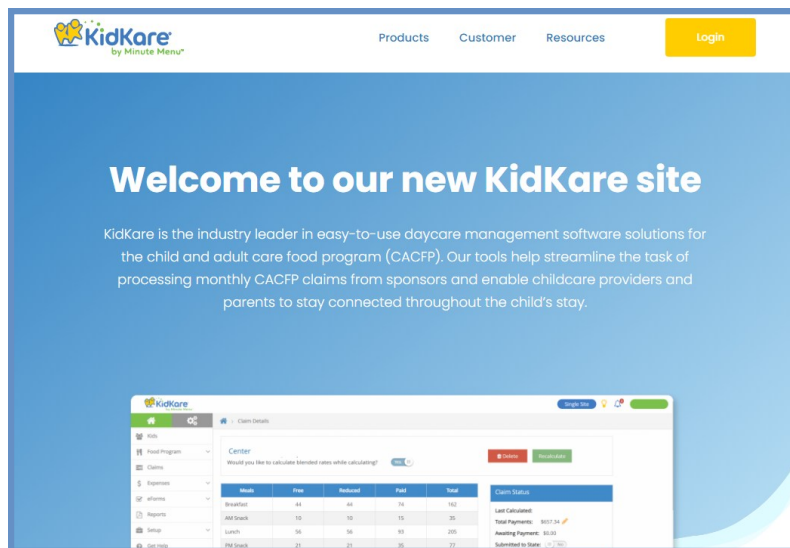
# KIDKARE INSTRUCTIONS

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KidKare is an online tool that simplifies the entire reimbursement claim process and reduces the chance for errors. All you need is a smartphone or any device that lets you connect to the internet.

Claiming with KidKare takes the work out of food program paperwork. With KidKare you can use your smartphone, tablet, laptop or desktop computer to manage meal counts, menus and reimbursement claims with just a few taps of your finger. Providers can also plan and save menus, check children in and out and submit claims to their sponsors.

Best of all, the Child Nutrition Program of Southern California offers KidKare FREE for their providers.



KidKare is a website that works with any browser or any internet connected device.

**To start claim online**, email [KidKare@cnpssc.com](mailto:KidKare@cnpssc.com). Subject line: Claiming on KidKare. In the body of the email, give your name, the date you received your program training, and ask for your login and password.

**After you receive your login and password, make sure that you read and follow all the steps. If you did not read, sign and date the “Provider Agreement when using the Minute Menu Program Record Keeping System” during your program training, please read the “Provider Agreement when using the Minute Menu Program Record Keeping System” and mail a signed, dated “Provider Agreement when using the Minute Menu Program Record Keeping System” to our office before you start claiming online; keep a copy for your records also. Please note that once you start using the Minute Menu KidKare website there is a “Help” button to answer frequently asked questions (FAQ) or to contact Minute Menu KidKare.**

**Our website [www.cnpssc.com](http://www.cnpssc.com) has a KidKare section on the Resources tab with links for additional information.**



# KidKare Start-Up Guide

Welcome to KidKare! These quick instructions should help you get started.

## Step 1 – Log In


Go to [kidkare.com](http://kidkare.com) and click **LOG IN**. Enter the **Username** and **password** that has been provided to you by your Sponsor. If you're on a smartphone or tablet, tap the menu icon (three lines at the top right corner) to display the LOG IN screen.

## Step 2 – Decide what you would like to do next.


You can access all of the KidKare features from the menu icon.

Click the question mark icon to access **Help** online.

**Verifying Enrollment** - To verify all children are enrolled, go to **Home >> My Kids**.

- Click the gear icon  and select **"Pending"**.
- Scroll down past the active kids to view those with a **"Pending"** status.
- If any children are missing, enroll them by tapping the **Add Child** button.

**Recording Meals** - To start recording meals, go to **Meals >> Enter Meal**.

- Verify the correct date is displayed.
- Select **Infant** or **Non-Infant**.
- Select a meal from the list, and record the serving time.
- Select the foods from the list. (You can type all or part of the word to search for a specific food.)
- Tap the name of each child that was present during the meal time.
- Tap on the **Check IN** button at the first meal the child is in attendance.
- The names will turn **green**.
- To mark **No School** or **Sick** click on the menu icon  to the right of the child's name.
- When all required fields have been entered and at least one child is marked in attendance, click the **Save** button.

## Sending the Claim to Your Sponsor

At the end of the month, go to **Food Program >> Send to Sponsor >> Read then check the Terms and Conditions box** and click **Send** to send the claim to your Sponsor.

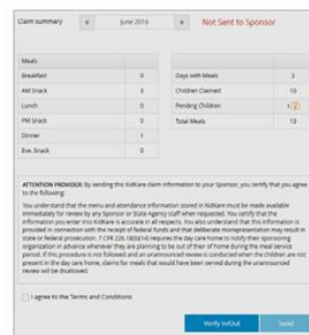
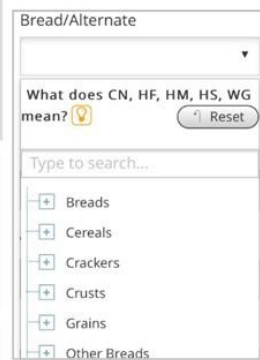
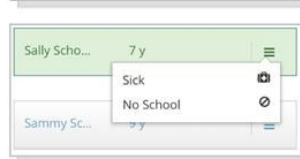
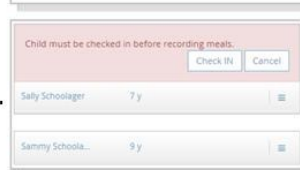
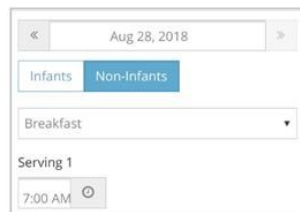
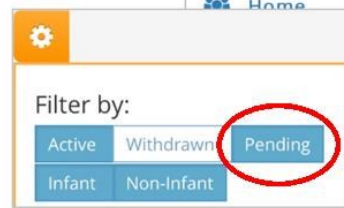
## Check out the many other features of KidKare!

- **Calendar**: Review meals, school out days, closed for business, and more!
- **Messages**: Read important information.
- **Reports**: Generate child enrollment reports, claim reports, etc.

## Learn more!

The KidKare Knowledge Base has **training videos** and **helpful information** to learn more about KidKare. **You can even sign up for a free webinar**. Just click your name at the top right corner of the screen, and choose the **Get Help** option. That will connect you to [help.kidkare.com](http://help.kidkare.com).

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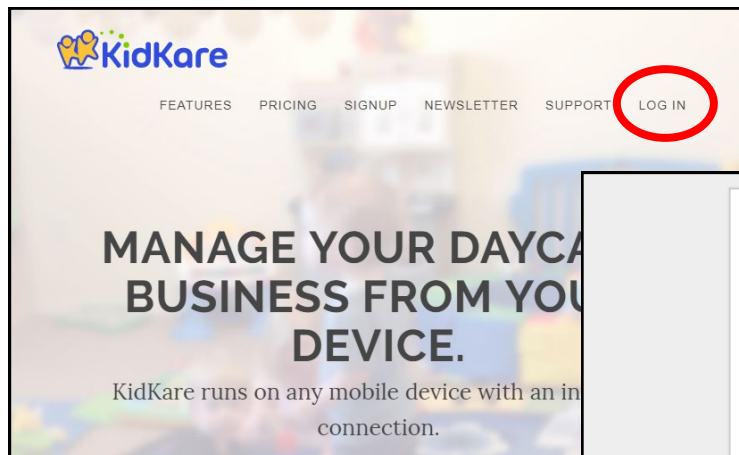
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## LOG IN TO KIDKARE

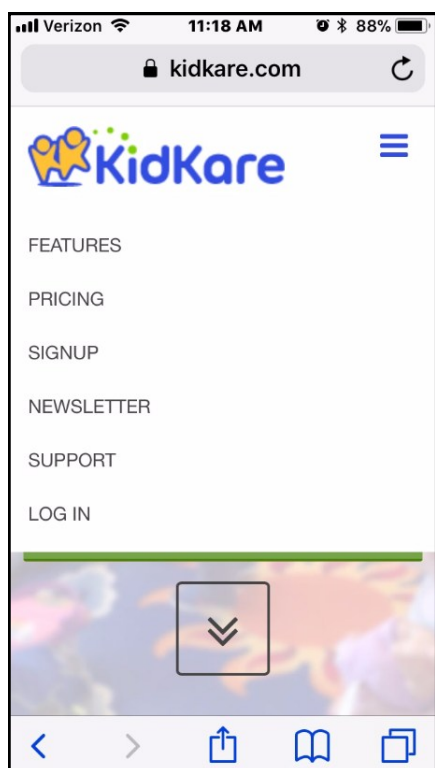
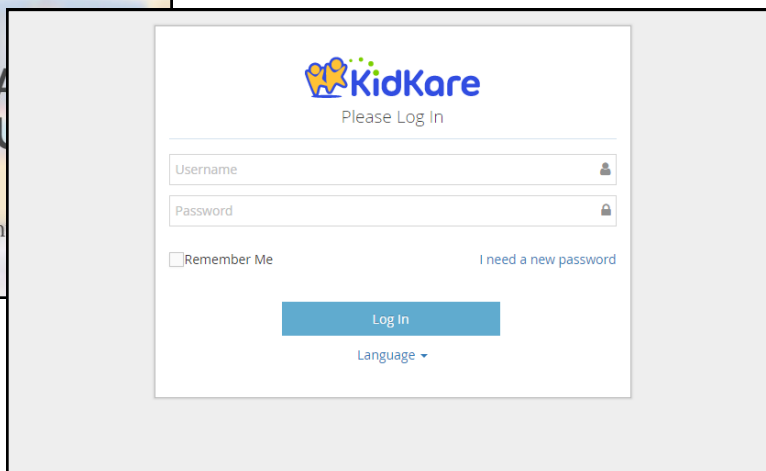
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Point your browser to [www.kidkare.com](http://www.kidkare.com) then click “Log In”.

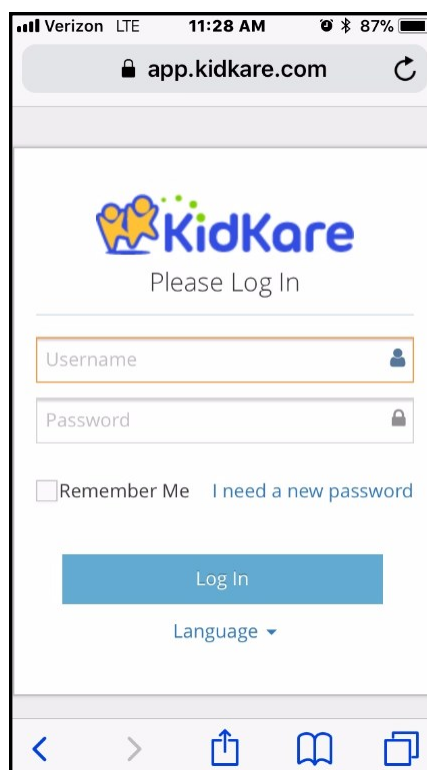
On your computer it's in the upper right of the screen.



Then just fill in your username/password

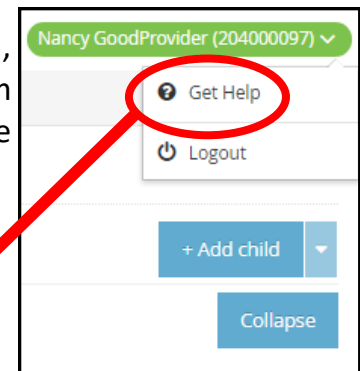


On your tablet or smart phone you may need to tap on the Menu Icon ☰ to see the Log In option




# FINDING HELP

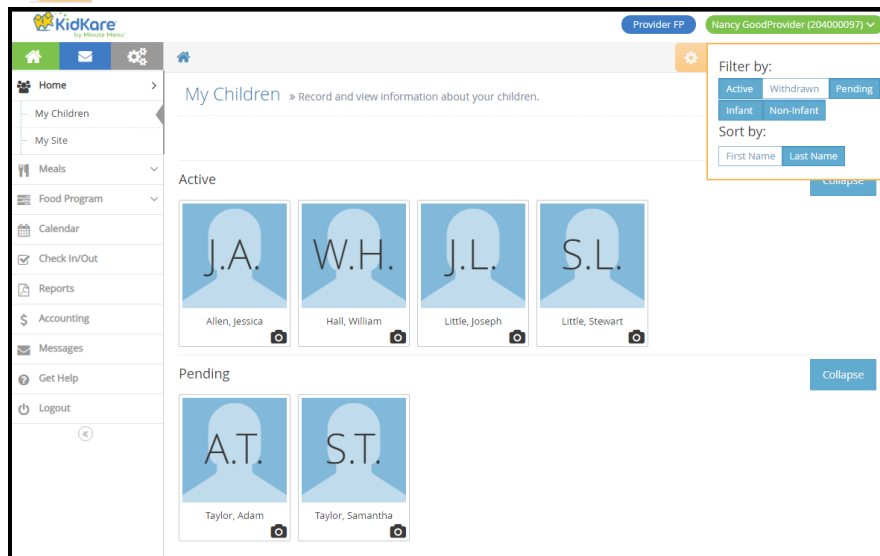
KidKare Knowledge Base website is packed with helpful information, videos, and Webinars. To quickly get to the Knowledge Base from KidKare, click on your name in the upper left corner of the screen, then click Get Help.



A screenshot of the KidKare Knowledge Base homepage. The page features a navigation bar with 'Home', 'Providers', 'Centers', 'Parents', 'Submit a Ticket', and a 'LOGIN' button. The main heading is 'Welcome to the KidKare Knowledge Base'. Below this is a search bar with the text 'Search for articles...'. The page is divided into sections: 'Home Providers' with links to 'Getting Started', 'My Kids', and 'My Site'; 'eForms', 'Meals', and 'Food Program'; 'Calendar', 'Check In/Out', and 'Reports'; 'Accounting', 'Videos', and 'Resources'. On the right, there is a 'System Status' section, a 'Webinar Schedule', and 'Support Hours'.

## MY KIDS PAGE

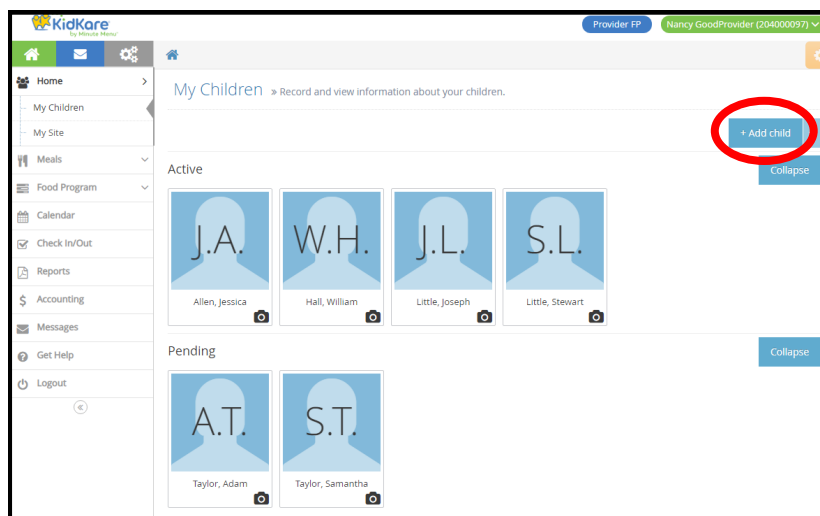
The first page you will see is My Kids. Here you will see children who are already enrolled. If no children that you have enrolled are showing you may need to change the filter. Click on the Settings Icon  on the top right, then click “Active” and “Pending”.



## ENROLLING CHILDREN

**All children in care must have a completed Enrollment Report on file in the office to participate in the Child & Adult Care Food Program. The Enrollment Report must be verified and dated by the parent/guardian either *prior to or on* the child's first day claimed on the Child & Adult Care Food Program. If the Enrollment Report is dated after the child's first day claimed on the Child & Adult Care Food Program the date of enrollment will be changed to the date the parent/guardian signed the Enrollment Form.**

To begin enrolling a new child click on the + Add Child Icon





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## ENROLLING CHILDREN (continued)

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You must fill in:

- Child's first and last name
- Enrollment date – this is the first day you will start claiming the child on CACFP
- Participates in CACFP. If participating you must check mark the box. If the parent has chosen not to participate you will leave the box blank.
- Race and Ethnicity (these categories are defined by federal law) and relation to provider if any
- Child's gender
- Special diet – If a child has a food allergy or intolerance that has been diagnosed by a doctor and requires a special diet, the special diet box must be checked.
- Special Needs - Check this box if a special needs child requires a special diet or is over the age of 13 and requires child care.
- Migrant Worker's Child – check this box if the Child is 13, 14, or 15 years old. Migrant workers children may participate until they turn 16 years old.

Click the next button to continue to the next screen

- Complete all parent information – Name, phone number and address

Click the next button to continue to the next screen

- Days in care – select all possible days the child could attend (Monday - Friday)
- Times in care – select the earliest possible in time and latest possible out time
- Participating meals – select all possible meals within their earliest in time and latest pick up time
- Days attending School – select all days the child will attend school
- School – complete school type – select the one that best defines the type of school
- School times – enter the time child leaves for school and returns from school.

Click the Enroll/Print button. Once the Enrollment report displays, print 2 copies, have the parent verify and sign both copies, Keep one copy for your records and mail one copy to our office within 5 working days of the child's first day in care.

### Infants

If the child is an infant (under 1 year), the infant details will show for the provider to complete. Enter the complete name of the formula you offered the parent. Then select the appropriate answer to: will the parent provide breastmilk, will the parent provide formula – if the parent is supplying formula fill the complete name of the formula. Then answer, will the provider or parent supply the food for when the infant is developmentally ready.

Click the Enroll/Print button. Once the enrollment report display, print 2 copies, have the parent verify and sign both copies, Keep one copy for your records and mail one copy to our office within 5 working days of the child's first day in care.



Provider: <b>GoodProvider, Nancy #000097</b> <b>130 ABC ST</b> <b>Anywhereville CA 924000000</b> Tier:	Phone: (951) 555-9876 Monitor: NancyCharland(11)	<b>CHILD ENROLLMENT REPORT</b>	Food Program Sponsoring Agency: <b>Child Nutrition Program of Southern California</b> <b>7777 Alvarado Road, Suite 422</b> <b>La Mesa CA 919420000</b> <b>(619) 465-2695</b>
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**CHILD INFO:**

Status: Active

Name: **Stewart**  
 Address: **2222 Age Old Rd.**  
 City: **Any Town**  
 Date of Birth: **11/04/2012**

MI:  
 Last Name: **Little**  
 State: **CA**  
 Zip Code: **92111**  
 Enrollment Date: **10/01/2020**  
 Age as of Date Printed: 8y 1m

Ethnicity: **Non Hispanic**  
 Race:  
 Sex:

**PARENT INFO:**

Over Night Stay Approved: **No**

Name: **Samantha Schoolager**  
 Address: **2222 Age Old Rd.**  
 City: **Any Town**  
 Phone: **(858) 555-1234**

State: **CA**  
 Zip Code: **92111**

Email:  
 Payment Source:

**NORMAL SCHEDULE:**

Participating Days: **MON TUE WED THU FRI**  
 Participating Meals: **BRK AMS LUN PMS DIN EVS**

Weekday Times: **05:00 AM - 10:00 PM**  
 Weekend Times:

**SCHOOL INFO:**

School Type: **Unspecified**  
 School Name:  
 School Depart/Return Times: -

School Number:  
 School District:  
 Days Attend:

**SPECIAL INFO:**

Participates in CACFP: **YES**  
 Special Needs: **NO**  
 Special Diet: **NO**  
*If either are YES, attach a signed medical statement.*

Relation to Provider: **NotRelated**

Dear Family, Congratulations!

Your provider has chosen to join the Child and Adult Care Food Program (CACFP). This program extends the National School Lunch program to children in Family and group child care homes. The USDA has guidelines that your provider has agreed to follow. Under the regulations of the CACFP, your provider may NOT charge you a separate fee for meals that are claimed for reimbursement, and they must supply all of the components needed to meet the requirements. In an effort to improve our Program, we periodically contact parents to provide input and to verify attendance of their children in this child care home.

**I have verified that the above information is correct, and I have received a copy of this completed form.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Provider's Signature: \_\_\_\_\_ ID#: 0097

State Agency Contact Info: California Dept of Educ, Nutrition Services Division, 1430 N Street, Sacramento, CA 95814, 800-952-5509

#### Non-discrimination Statement

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.) Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at <https://www.ocio.usda.gov/document/ad-3027>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or fax: (833) 256-1665 or (202) 690-7442; email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at <https://www.ocio.usda.gov/document/ad-3027>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or fax: (833) 256-1665 or (202) 690-7442; email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider.

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## UPDATING ENROLLMENT INFORMATION

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Enrollments must be updated when there is a change (times/days in care, school times, home address, etc.). To make a correction or update information, print the Child's current "ACTIVE" Enrollment Report (DO NOT USE YOUR ORIGINAL "PENDING" Enrollment Report), make any corrections to the Enrollment Report with a pen, have the parent verify, sign and date the Enrollment Report, mail the Child Enrollment to the office, keeping a copy for your records. When received, the office team will update the child's enrollment information.

## WITHDRAW A CHILD

When a child is no longer in your care, it is a good practice to withdraw the child from the program. To do this, from the My Kids screen, click on the child's name/icon, click on the red Withdraw button.

The screenshot shows a mobile application interface for 'Child Information'. At the top, there is a breadcrumb trail: a home icon, '> Stewart Little', and '> Child Information'. Below this is a dropdown menu showing 'Little, Stewart' with left and right arrow icons. Under the dropdown is a profile card for 'Little, Stewart' featuring a blue silhouette icon with the initials 'S.L.' and a camera icon at the bottom right. Below the profile card is a red button labeled 'Withdraw'. Further down, the text 'Expiration date: 09/30/2021' and 'Status: Active' is displayed. At the bottom, there is a blue link labeled 'Enrollment Form'. Two red arrows point from the left side of the screen to the 'Withdraw' button and the 'Enrollment Form' link, with the labels 'Withdraw' and 'Enrollment Form' respectively.

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## RECORD A MEAL (NON- INFANTS)

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Recording a meal is very easy. Click on the Meals tab on the left side of the screen, click on Enter Meal. Verify the date, select the Non-Infants button, select the meal from the drop down, and verify the correct Serving Time is entered. Select the Meal Components from each of the drop down menus. Click on the child's name, turning the box green, of children being claimed for the meal. This is also a great time to also select Sick or No School for school-age children who are there at times when they would normally be in school. Then click on the Save button.

KidKare  
by Minute Menu

Meals > Enter Meal

12/08/2020

Infants Non-Infants

Serving 1

Lunch 12:00 PM

Save Delete

+ Create MyMenu

Meat/Alternate Beef Ground (002)

Bread/Alternate Flour Tortillas (085)

Is this whole grain-rich? (0) No

Vegetables Lettuce and Tomato (205)

Fruit/Vegetable Watermelon (047)

Milk Fluid Milk (1 YR - Whole Milk / 2 YR+ - 1% or Fat-Free Milk) (7)

Am I serving enough food?

Allen, Jessica 3 y

Hall, William 1 y

Little, Joseph 6 y

Little, Stewart 8 y

Taylor, Adam 1 y

Taylor, Samantha 3 y

Sick No School

Total Meals 6

Save Delete

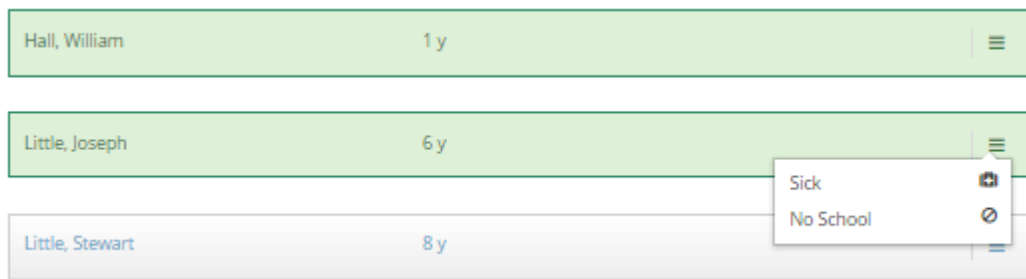
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## DOCUMENTING SCHOOL OUT DAYS

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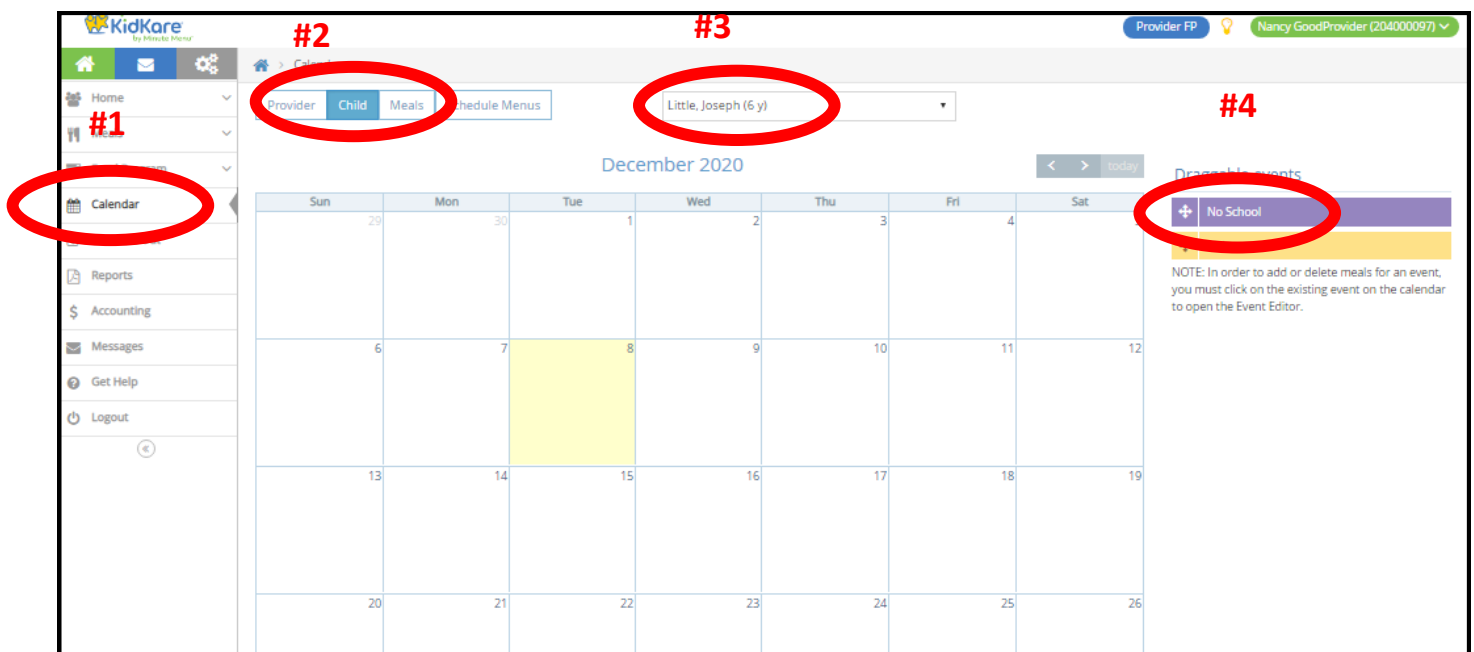
Document school out days for all school-age children (6 years +) and children attending Kindergarten, Preschool, and Head Start (away from the provider's home). If you serve a child on a weekday while the child would normally be in school, there is usually a reason for it. Perhaps school is out for winter, spring, or summer break. Or maybe it's an in service day. Or perhaps the child is sick, staying home from school but still attending your child care. If a child is home sick, select the "Sick" icon from the menu to the right of the child's name when recording your meals. If a child's school was out that day, select the "No School" icon from the menu to the right of the child's name when recording your meals.

Providers who do not document children's school out days will not be reimbursed for the meals claimed when the child is normally in school (usually these meals are for AM Snack and Lunch)



Or, You can use the Child's Calendar to enter this school out information ahead of time, if you like.

**#1** Click on "Calendar" from the menu, **#2** select the "Child" filter, **#3** select the child, **#4** drag the "No School" label to each day the child will not be attending school



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## RECORD A MEAL (INFANTS)

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Recording a meal is very easy. Click on the Meals tab on the left side of the screen, click on Enter Meal. Verify the date, select the Infants button, select the meal from the drop down, and verify the correct Serving Time is entered. Click on the child's name, turning the box green, this will give you the option to select the Meal Components from each of the drop down menus. This step is done for each Infant in attendance for the meal claimed. Then click on the Save button.

The screenshot shows the 'Enter Meal' interface in the KidKare system. The left sidebar contains navigation options: Home, Meals (selected), Add/Edit Menus, Schedule Menus, Food Program, Calendar, Check In/Out, Reports, Accounting, Messages, Get Help, and Logout. The main content area is titled 'Meals > Enter Meal'. At the top, there is a date selector set to '12/08/2020' and tabs for 'Infants' (selected) and 'Non-Infants'. Below this, a 'Serving 1' section shows a meal dropdown set to 'Lunch' and a time dropdown set to '12:00 PM'. A 'Menus' button is present, along with 'Save' and 'Delete' buttons. A confirmation prompt asks 'Am I serving enough food?'. The interface lists two children: 'Allen, Jessica' (9 m) and 'Hall, William' (4 m). For Jessica, the 'Infant Milk' dropdown is set to 'Breast Milk / Iron Fort. Infant Formula (11)' and 'Add solid foods?' is set to 'No'. For William, a red message box states 'You must have at least one food component entered', and the 'Infant Milk' dropdown is empty. At the bottom right, a 'Total Meals' counter shows '1' and 'Save' and 'Delete' buttons are available.

## SUBMITTING YOUR CLAIM

Submitting your claim is quick and easy. Once all your claim data has been recorded for the month, Click on the Food Program tab on the left side of the screen, then click Send to Sponsor. read and click the box agreeing to the Terms and Conditions, then click the Send button.

**KidKare**  
by Minute Menu

Provider FP Nancy GoodProvider (204000097)

Food Program > Send to Sponsor

Claim summary << September 2020 >> Not Sent to Sponsor

Meals	
Breakfast	8
AM Snack	1
Lunch	4
PM Snack	1
Dinner	4
Eve. Snack	0

Days with Meals	
Days with Meals	3
Children Claimed	8
Pending Children	2
Total Meals	18

**ATTENTION PROVIDER:** By sending this KidKare claim information to your Sponsor, you certify that you agree to the following:  
You understand that the menu and attendance information stored in KidKare must be made available immediately for review by any Sponsor or State Agency staff when requested. You certify that the information you enter into KidKare is accurate in all respects and that you have served at least the minimum required quantities to each child by age and served the correct milk to each child. You also understand that this information is provided in connection with the receipt of federal funds and that deliberate misrepresentation may result in state or federal prosecution. 7 CFR 226.18(b)(14) requires the day care home to notify their sponsoring organization in advance whenever they are planning to be out of their of home during the meal service period. If this procedure is not followed and an unannounced review is conducted when the children are not present in the day care home, claims for meals that would have been served during the unannounced review will be disallowed.

☐ I agree to the Terms and Conditions

Verify In/Out Send

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## REVIEWING YOUR CLAIM SUMMARY AND ERRORS REPORT

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It is very important that you review the codes and reasons for meals disallowed on your Claim Summary and Errors Report after the office has processed your monthly claim. It is always our goal to help our providers understand the reason for a meal disallowed, so it can be corrected in their future claims.

The office does not mail the Claimed Summary and Error Report to providers. Providers can easily view their Claimed Summary and Error Report by following the instructions below. The best time to review your Claimed Summary and Error Report is around the 12<sup>th</sup> of each month after you submit your claim. Please call the office if you have any questions.

Your reimbursement is based on the information reported on each Child's Enrollment Report. If the information on the Child Enrollment Report changes the provider should:

Print 2 copies of the existing Child Enrollment Report (DO NOT RE-ENROLL CHILDREN)

Write in the changes with an ink pen

Have the parent sign and date both copies

Mail one copy to the Child Nutrition Program of Southern California office within 5 days of the changes so the office has time to enter the new information before your next claim is submitted. Keep one copy for your records.

### HOW TO REVIEW YOUR CLAIMED SUMMARY AND ERRORS REPORT ON KIDKARE

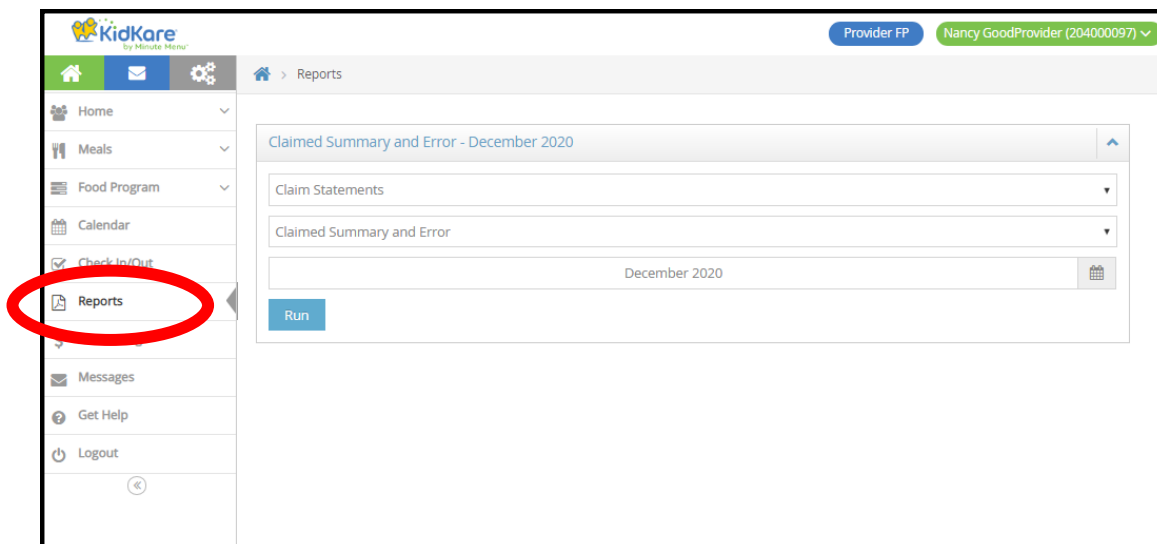
Click on the Reports tab on the left side of the screen

From the "Select a Category" drop down menu select "Claim Statements"

From the "Select a Report" drop down menu select "Claimed Summary and Error"

Select the claim Month you would like to review

Click on Run



CHILDREN'S FOOD CHART

<b>ALMOND BUTTER</b>	123	Almond Butter *SN		26	Turkey Meatballs - Homemade	55	Peanuts *SN
	121	Almond Butter & Beans *		120	Lamb	115	Pecans *SN
	124	Almond Butter & Cheese/Cottage Cheese *		<b>DRIED BEANS / LEGUMES</b>			
	125	Almond Butter & Egg *		58	Baked Beans	110	Pumpkin Seeds *SN
<b>BEEF</b>	126	Almond Butter & Meat *		61	Black Beans	77	Seeds & Meat Alternate (h) *
	127	Almond Butter & Yogurt *		62	Chili Beans	112	Sesame Seeds *SN
	04	Beef Bologna *		81	Edamame	56	Soy Nuts *SN
	01	Beef Franks *		63	Garbanzo Beans / Chick Peas	111	Sunflower Seeds *SN
	02	Beef Ground		64	Great Northern Beans	116	Walnuts *SN
	03	Beef Liver l		66	Lima Beans	<b>BREADS</b>	
	06	Beef Meatballs - Homemade		67	Mung Beans	01	Bagel
	10	Chuck Roast		70	Navy Beans	02	Biscuits
	11	Comed Beef		68	Pinto Beans	03	Bread Sticks
	13	Pot Roast		70	Pork N Beans	05	Cornbread
	14	Roast Beef		71	Red / Kidney Beans	07	Croissants
	15	Round Steak		72	Refried Beans	10	Dumplings
<b>CHICKEN</b>	17	Stew Meat - Beef		73	Soybeans	11	English Muffin
	18	Veal		28	Tofu/Soy Approved Only *	100	Fish Sticks Breading (CN Label Only) *
	20	Chicken (breast, thigh, leg, wings)		<b>DRIED PEAS</b>			
	07	Chicken Bologna *		74	Blackeyed Peas	12	Flat Bread
	22	Chicken Franks *		75	Dried Green / Yellow Peas	13	French Bread
	23	Chicken Ground		76	Lentils	14	French Toast
	25	Chicken Liver		<b>CHEESES</b>			
	31	Catfish *		78	Deluxe American Cheese	15	Hamburger Buns
<b>SEAFOOD</b>	32	Clams *		80	Cheddar Cheese	16	Hawaiian Bread
	33	Crab (No Imitation) *		84	Cheese, Hard/Natural *	17	Hot Dog Buns
	35	Fish Sticks (CN Label Only) *		82	Colby Cheese	20	Italian Bread
	36	Salmon *		83	Cottage Cheese	23	Pita Bread
<b>PORK</b>	37	Shrimp/ Shellfish *		85	Lowfat Cheese	53	Pizza Crust *
	40	Canadian Bacon *		101	Swiss Cheese	25	Pumpnickel Bread
	41	Ham		<b>EGGS</b>			
	42	Pork Chops		102	Egg	26	Rolls
	43	Pork Ground		<b>PEANUT BUTTER</b>			
	46	Pork Kielbasa *		103	Peanut Butter *SN	27	Rye Bread
	21	Pork Meatballs - Homemade		106	Peanut Butter & Beans *	28	Sourdough Bread
	45	Pork Roast		104	Peanut Butter & Cheese/Cottage Cheese *	164	Wheat Bread (Not Whole Grain)
<b>TURKEY</b>	47	Sausage - Pork *		105	Peanut Butter & Egg *	32	White Bread
	48	Spare Ribs *		107	Peanut Butter & Meat *	31	Whole Wheat Bread WG
	60	Turkey (breast, thigh, leg, wings)		100	Peanut Butter and Yogurt *	08	Zucchini Bread
	24	Turkey Bologna *		<b>YOGURT</b>			
	51	Turkey Franks *		108	Yogurt - Dairy	245	Cheese Nips
	52	Turkey Ground		44	Yogurt - Soy *	243	Cheeze Its
	53	Turkey Ham *		<b>NUTS OR SEEDS</b>			
	54	Turkey Kielbasa *		113	Almonds *SN	231	Club Crackers
				114	Cashews *SN/HF	132	Goldfish "Baked with Whole Grain"
				57	Nuts & Meat Alternate (h) *	240	Cheddar Crackers WG

55	Peanuts *SN	241	Wheat Thins	184	Wheat Chex WG		
115	Pecans *SN	51	Zwieback Toast l	126	Wheatena WG		
110	Pumpkin Seeds *SN	<b>CEREALS</b>			185	Wheaties WG	
77	Seeds & Meat Alternate (h) *	34	Arrowhead Mills Puffed Corn WG	<b>GRAINS</b>			
112	Sesame Seeds *SN	43	Arrowhead Mills Puffed Rice WG	54	Barley WG		
56	Soy Nuts *SN	35	Arrowhead Mills Puffed Wheat WG	55	Bulgar		
111	Sunflower Seeds *SN	36	Back to Nature Classic Granola - Plain Only WG	56	Couscous		
116	Walnuts *SN	44	Barbara's Shredded Spoonfuls WG	60	Millet WG		
<b>BREADS</b>		187	Barley *	61	Oats WG		
01	Bagel	120	Bran Flakes WG *	127	Quinoa WG *		
02	Biscuits	131	Cheerios - Original or Multigrain Only WG	<b>CRUSTS</b>			
03	Bread Sticks	133	Corn Chex WG	52	Pie Crust, Meat Pie / Quiche Only *HF		
05	Cornbread	134	Corn Flakes	<b>PASTA OR NOODLES</b>			
07	Croissants	38	Country Corn Flakes WG	63	Egg Noodles - Enriched *		
10	Dumplings	221	Cream of Rice	68	Enriched Pasta *		
11	English Muffin	222	Cream of Wheat WG *	64	Fideo *		
100	Fish Sticks Breading (CN Label Only) *	136	Crispix	65	Lasagna Noodles *		
12	Flat Bread	58	Crispy Rice	72	Spaghetti Noodles *		
13	French Bread	67	Crispy Wheat & Rice Flakes	73	Vermicelli Noodles *		
14	French Toast	78	Ezekiel Cereal WG	74	Whole Grain Pasta WG *		
15	Hamburger Buns	57	Farina	<b>RICE</b>			
16	Hawaiian Bread	87	Fiber One WG	75	Brown Rice WG		
17	Hot Dog Buns	88	Grape - Nuts WG	82	White Rice - Enriched		
20	Italian Bread	143	Great Grains *l	83	Wild Rice WG *		
23	Pita Bread	223	Grits - Whole Or Enriched Honey Bunches of Oats	<b>TORTILLAS</b>			
53	Pizza Crust *	145	Kashi WG WG	84	Corn Tortillas *		
25	Pumpnickel Bread	118	Kellogg's Mini Wheats Original	85	Flour Tortillas *l		
26	Rolls	183	Kix - Regular & Honey WG	86	Taco Shell *		
27	Rye Bread	148	Life - Original WG	06	Tortilla Chips (Corn) *SN		
28	Sourdough Bread	150	Malt-o-Meal - Hot Only	04	Whole Wheat Tortilla WG *		
164	Wheat Bread (Not Whole Grain)	224	Melba Toast	<b>VEG OR FRUIT BREADS</b>			
32	White Bread	21	Oatmeal - Unsweetened WG	101	Apple Bread		
31	Whole Wheat Bread WG	121	Puffins - Honey Rice WG	102	Apricot Bread		
08	Zucchini Bread	123	Purely O's WG	103	Banana Bread		
<b>Crackers Whole Grain or Enriched</b>		162	Quaker Oat Bran *l	104	Pumpkin Bread		
265	Animal Crackers	157	Quaker Simply Granola Oats Honey & Almonds WWG*	105	Raisin Bread		
245	Cheese Nips	167	Rice Chex WG	<b>OTHER BREADS</b>			
243	Cheeze Its	168	Rice Crispies	112	Pancakes / Waffles *l		
231	Club Crackers	171	Shredded Wheat WG	114	Stuffing/Dressing HM		
132	Goldfish "Baked with Whole Grain"	124	Trader Joe's - Joe's O's WG				
240	Cheddar Crackers WG	125	Uncle Sam WG				
240	Goldfish Crackers						
45	Graham Crackers						
232	Hi Ho / Ritz Crackers						
46	Melba Toast						
233	Oyster Crackers						
113	Pretzel - Soft or Hard l						
47	Saltine Crackers						
48	Snack Crackers						
135	Teddy Grahams						
242	Triscuits WG						
50	Wheat Crackers						



## CHILDREN'S FOOD CHART

### VEGETABLES

150	Acorn Squash
151	Artichokes
152	Asparagus
153	Avocado
154	Baked Beans
156	Beets
157	Black Beans
158	Blackeyed Peas
160	Bok Choy
162	Broccoli
161	Broccoli
163	Brussels Sprouts
164	Butternut Squash
166	Cabbage
165	Carrots
167	Cauliflower
168	Celery *
170	Chili Beans
171	Cole Slaw
172	Collard Greens
173	Corn
174	Cucumbers
175	Dried Green / Yellow Peas
176	Eggplant
178	French Fries (Baked only)
180	Garbanzo Beans / Chick Peas
181	Great Northern Beans
182	Green Beans
183	Green Peas
185	Green Salad *
243	Greens, Turnip
187	Hummus
200	Jicama
203	Leeks
204	Lentils
260	Lettuce
205	Lettuce and Tomato
206	Lima Beans
207	Mixed Vegetables
208	Mung Beans
211	Mustard Greens
212	Napa Cabbage
213	Navy Beans I
214	Nopales (Cactus)

### 215 Okra C

250	Peas
218	Peas and Carrots
184	Peppers, Green, Red, Yellow, Orange (Side Serving)
220	Pinto Beans
221	Pork and Beans
222	Potatoes
224	Pumpkin
225	Raw Veggie Plate
226	Red / Kidney Beans
228	Refried Beans
230	Salsa - Homemade
232	Soybeans
233	Spaghetti Sauce
234	Spaghetti Squash
235	Spinach
236	Sweet Potato/Yams
237	Swiss Chard
238	Tater Tots
241	Tomato Paste
242	Tomato Sauce
240	Tomatoes
245	Wax / Yellow Beans
246	White Squash
247	Yellow Squash
248	Zucchini Squash

### JUICES

58	Carrot Juice *BR/SN
78	Tomato Juice *BR/SN
84	V-8 Juice *BR/SN
<b>FRUITS (Fresh, Frozen, Canned, Dried)</b>	
01	Apples
02	Applesauce
03	Apricots
04	Bananas
05	Blackberries
06	Blueberries
07	Boysenberries
10	Cantaloupe
11	Cherries
12	Cranberries - Fresh Only *
14	Dates *
15	Figs *
17	Fruit Cocktail

### JUICES

52	Apple Juice *BR/SN
50	Apple-Cherry Juice *BR/SN
53	Apple-Grape Juice *BR/SN
54	Apple-Pear Juice *BR/SN
55	Apple-Raspberry Juice *BR/SN
56	Berry Juicy Juice *BR/SN
57	Caribbean Juice Splash *BR/SN
81	Cranberry Juice (100% Juice) *BR/SN
51	Cranberry/Combination Juice *BR/SN
61	Grape Juice *BR/SN
60	Cherry Juice BR/SN/A
82	Cranberry-Apple Juice (100% Juice) BR/SN
83	Cranberry-Grape Juice (100% Juice) BR/SN
84	Cranberry-Raspberry Juice (100% Juice) BR/SN

### MILK

7	Fluid Milk (1 YR - Whole Milk / 2 YR+ - 1% or Fat-Free Milk) *A
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## INFANT FOOD CHART

### MEAT & EGGS

211	Infant Beef
212	Infant Chicken
210	Infant Egg
213	Infant Ham
214	Infant Lamb
215	Infant Turkey
216	Infant Veal

### IRON FORTIFIED INFANT CEREAL

201	Infant Barley Cereal
202	Infant Bulgur Cereal
203	Infant High-Protein Cereal
203	Infant High-Protein Cereal
204	Infant Mixed Cereal
205	Infant Oatmeal Cereal
205	Infant Oatmeal Cereal
206	Infant Rice Cereal
206	Infant Rice Cereal
<b>FORMULA</b>	
11	Breast Milk / Iron Fort. Infant Formula
13	Parent Supplied Formula
12	Special Provision (Dr statement required)

Legend:

*	Not Reimbursable for Infants Under 1 Y
BR	Breakfast Only
BR/SN	Breakfast or Snack Only
SN	Snack Only
CN	Must have a CN label

DBL	Double Portion Required	A	Vitamin A
HF	High Fat	C	Vitamin C
HM	Homemade	I	Iron
HS	High Salt	+/**	Allow But Warn
		#	Not Reimbursable for Children >= 2 Yr



Food Chart subject to change



United States Department of Agriculture



## Serving Milk in the CACFP

Use the information below to see what kind of milk to serve in the Child and Adult Care Program (CACFP) to those in your care.



### Newborn through 11 months old

- ✓ Breastmilk
- ✓ Iron-fortified formula

*Breastmilk is allowed at any age in CACFP.*

### 12 months through 23 months (1 year through 1 year and 11 months)

- ✓ Unflavored whole milk

*Iron-fortified formula may be served to children between the ages of 12 months to 13 months to help with the transition to whole milk.*

### 2 years through 5 years (up to 6th birthday)

- ✓ Unflavored fat-free (skim) milk
- ✓ Unflavored low-fat (1%) milk

*Unflavored whole milk and unflavored reduced-fat (2%) milk may be served to children between the ages of 24 and 25 months to help with the transition to fat-free (skim) or low-fat (1%) milk.*

### 6 through 12 years, 13 through 18 years, and adults

- ✓ Unflavored fat-free (skim) milk
- ✓ Flavored fat-free (skim) milk
- ✓ Unflavored low-fat (1%) milk

*Non-dairy beverages may be served in place of cow's milk when a participant has a special dietary need.  
Please contact your Sponsoring Organization or State agency for more information.*

### For Adult Participants:



Yogurt may be served in place of milk once per day.

A serving of milk is optional at supper.

### The Facts on Flavored Milk:

Flavored milk cannot be part of a reimbursable meal or snack for children 5 years old and younger.

Homemade flavored milk made by adding flavored straws, syrups, and powders to unflavored milk also cannot be part of a reimbursable meal or snack for children 5 years old and younger.

Flavored milk served to children 6 years old and older and adults must be fat-free (skim).

More training, menu planning, and nutrition education materials for the CACFP can be found at <https://teamnutrition.usda.gov>.





# Try It Out!

## Milk Matters!



Use the information on the front of the page to answer the questions below. Check your answers with the Answer Key below.

1. Maya is a 1-year-old at your family child care home and eats lunch at the same time as Darrick, who is 2 years old. What type(s) of milk may you serve each child?

Maya's Age:

Type(s) of Milk:

Darrick's Age:

Type(s) of Milk:

2. Olivia is a 5½-year-old who attends your family child care home. What kind(s) of milk may you serve her in the CACFP?

Olivia's Age:

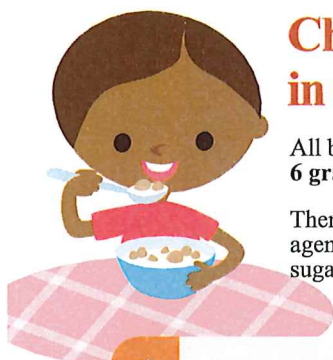
Types of Milk:

3. At your adult day care center, you want to serve yogurt at breakfast and again that same day, during lunch. Both times, yogurt would be served in place of milk. Is this allowed? Why or why not?

**Answer Key:**

1. Maya's age: 1 year. Type(s) of Milk: Because Maya is 1 year old, she can only be served unflavored whole milk in CACFP. If she is younger than 1 year and 1 month (13 months), she can also be served iron-fortified formula. There is a 1-month transition period to help children adjust to whole milk between the ages of 12 months and 13 months.
2. Olivia's age: 5½ years. Type(s) of milk: Because Olivia falls into the 2- through 5-year-old age group, she can be served unflavored fat-free (skim) milk and unflavored low-fat (1%) milk.
3. No, you are not allowed to serve yogurt instead of milk at breakfast AND at lunch. You are only allowed to serve yogurt instead of milk at one meal per day at adult day care centers only. If you are serving yogurt as the meat/meat alternate, you may not serve yogurt as the milk substitute at the same meal. You may serve yogurt at breakfast.





## Choose Breakfast Cereals That Are Lower in Added Sugars in the Child and Adult Care Food Program

All breakfast cereals served in the Child and Adult Care Food Program (CACFP) must contain no more than **6 grams of added sugars** per dry ounce.

There are many types of cereal that meet this added sugars limit. You can use any cereal that is listed on any State agency's Women, Infants, and Children (WIC)-approved cereal list. You can also find cereals that meet the added sugars limit by using the Nutrition Facts label and following the steps below:

**1** Use the Nutrition Facts label to find the **Serving Size**, in grams (g), of the cereal.

**2** Find the **Added Sugars** line. Look at the number of grams (g) next to Added Sugars.

**3** Use the serving size identified in Step 1 to find the serving size of the cereal in the table below.

Serving Size*	Added Sugars
If the serving size is:	Added sugars must not be more than:
12–16 grams	3 grams
26–30 grams	6 grams
31–35 grams	7 grams
45–49 grams	10 grams
55–58 grams	12 grams
59–63 grams	13 grams
74–77 grams	16 grams

**4** In the table, look at the number to the right of the serving size amount, under the “Added Sugars” column.  
**If the cereal has that amount of added sugars, or less, the cereal meets the added sugars limit.**

\*Serving sizes here refer to those commonly found for breakfast cereals.

### Yummy Brand Cereal

#### Nutrition Facts

15 servings per container

**Serving size  $\frac{3}{4}$  cup (30g)**

Amount per serving

**Calories 100**

% Daily Value\*

**Total Fat** 0.5g **1%**

Saturated Fat 0g **0%**

Trans Fat 0g

**Cholesterol** 0mg **0%**

**Sodium** 140mg **6%**

**Total Carbohydrate** 22g **7%**

Dietary Fiber 3g **11%**

Total Sugars 5g

**Includes 4g Added Sugars 8%**

**Protein** 3g

#### Test Yourself:

Does the cereal above meet the added sugars limit?  
(Check your answer on the next page)

Serving Size: \_\_\_\_\_

Added Sugars: \_\_\_\_\_

☐ Yes ☐ No





# Try It Out!

Use the “Added Sugars Limit in Cereal” table below to help find cereals you can serve at your site. Write down your favorite brands and other information in the “Cereals To Serve in the CACFP” list. You can use this as a shopping list when buying cereals to serve in your program.



## Added Sugars Limit in Cereal

Serving Size	Added Sugars	Serving Size	Added Sugars
If the serving size is:	Added sugars must not be more than:	If the serving size is:	Added sugars must not be more than:
0–2 grams	0 grams	50–54 grams	11 grams
3–7 grams	1 gram	55–58 grams	12 grams
8–11 grams	2 grams	59–63 grams	13 grams
12–16 grams	3 grams	64–68 grams	14 grams
17–21 grams	4 grams	69–73 grams	15 grams
22–25 grams	5 grams	74–77 grams	16 grams
26–30 grams	6 grams	78–82 grams	17 grams
31–35 grams	7 grams	83–87 grams	18 grams
36–40 grams	8 grams	88–91 grams	19 grams
41–44 grams	9 grams	92–96 grams	20 grams
45–49 grams	10 grams	97–100 grams	21 grams

## Cereals To Serve in the CACFP\*

Cereal Brand	Cereal Name	Serving Size	Added Sugars (g)
Healthy Food Company	Nutty Oats	28 grams	5 grams

\*The amount of added sugars in a cereal might change. Even if you always buy the same brands and types of cereal, be sure to check the serving size and amount of added sugars on the Nutrition Facts label to make sure they match what you have written in the list above. All cereals served must be whole grain-rich, enriched, or fortified.

**Answer to “Test Yourself” activity on page 1:** The cereal has 4 grams of added sugars per 30 grams. The maximum amount of added sugars allowed for 30 grams of cereal is 6 grams. 4 is less than 6, so this cereal meets the added sugars limit.





## Calculating the Added Sugars Limit for Breakfast Cereals in the Child and Adult Care Food Program

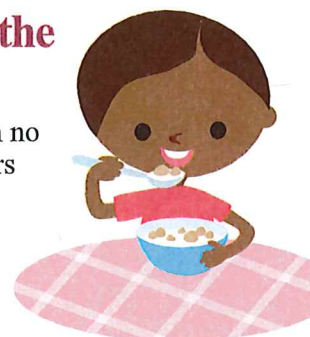
All breakfast cereals served in the Child and Adult Care Food Program (CACFP) must contain no more than **6 grams of added sugars** per dry ounce. This is equal to 21.2 grams of added sugars per 100 grams of cereal.

Here are **three ways** to tell if a **cereal** meets the added sugars limit.

**Option 1:** Cereals on any State agency's Women, Infants, and Children (WIC)-approved cereal list meet the CACFP sugar limit.

**Option 2\*:** Use USDA's chart that shows **common serving sizes** of cereals and the **maximum amount of added sugars** they can contain. Find the chart in the CACFP training worksheet, "Choose Breakfast Cereals That Are Lower in Added Sugars in the Child and Adult Care Food Program" at [fns.usda.gov/tn/meal-pattern-training-worksheets-cacfp](https://fns.usda.gov/tn/meal-pattern-training-worksheets-cacfp).

**Option 3:** Use the information on the cereal's Nutrition Facts label, and follow the steps below:



### Yummy Brand Cereal

Nutrition Facts	
15 servings per container	
Serving size $\frac{3}{4}$ cup (30g)	
Amount per serving	
<b>Calories</b>	<b>100</b>
% Daily Value*	
<b>Total Fat</b> 0.5g	<b>1%</b>
Saturated Fat 0g	<b>0%</b>
Trans Fat 0g	
<b>Cholesterol</b> 0mg	<b>0%</b>
<b>Sodium</b> 140mg	<b>6%</b>
<b>Total Carbohydrate</b> 22g	<b>7%</b>
Dietary Fiber 3g	<b>11%</b>
Total Sugars 5g	
Includes 4g Added Sugars	<b>8%</b>
<b>Protein</b> 3g	

1

Find the **Serving Size**, in grams (g), of the cereal.

Write the number of grams (g) here: \_\_\_\_\_

If the serving size is "one container," check the front of the package to find out how many grams are in the container.

2

Find the **Added Sugars** on the Nutrition Facts label. Write the number of grams (g) of added sugars here: \_\_\_\_\_

3

Divide the grams of **Added Sugars** by the **Serving Size** (in grams).

\_\_\_\_\_ grams Added Sugars  $\div$  \_\_\_\_\_ grams Serving Size = \_\_\_\_\_

4

If the answer in Step 3 is **0.212 or less**, then this cereal meets the added sugars limit for breakfast cereals in the CACFP.

\*Due to rounding, you may get a slightly different result when using the chart in Option 2 and doing the full calculation in Option 3. If either of these methods indicates that the cereal is within the added sugars limit, then the cereal may credit towards a reimbursable meal.

### Test Yourself:

Does the cereal above meet the added sugars limit?  
(Check your answer below)

Serving Size: \_\_\_\_\_

Added Sugars: \_\_\_\_\_

☐ Yes ☐ No

Answer Key: Yes, this cereal meets the added sugars limit. There are 4 grams of added sugars in 30 grams of cereal.  $4 \div 30 = 0.13$ , which is less than 0.212.







United States Department of Agriculture

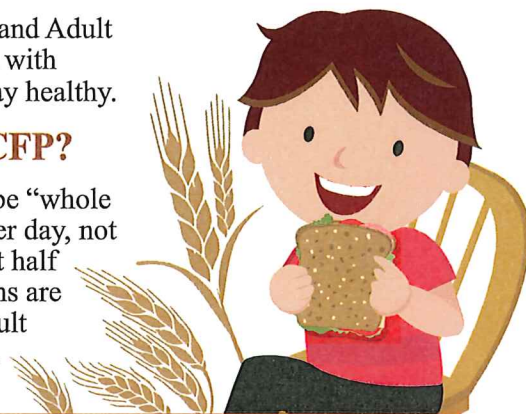
Food and Nutrition Service

## Adding Whole Grains to Your Child and Adult Care Food Program Menu

Whole grain-rich foods are an important part of your menu in the Child and Adult Care Food Program (CACFP). Foods that are whole grain-rich are filled with vitamins, minerals, fiber, and other nutrients that help kids and adults stay healthy.

### How often do I have to serve whole grains in the CACFP?

Each day, at least one of the grain components of a meal or snack must be “whole grain-rich.” Whole grain-rich food items must be offered at least once per day, not once per meal/snack. In the CACFP, whole grain-rich means that at least half the grain ingredients in a food are whole grains, and any remaining grains are enriched grains, bran, or germ. This is required for CACFP child and adult meal patterns only. There is no whole grain-rich requirement for infants.



#### If you serve meals and snacks to the same group of children or adults during the day:

- ✓ Serve whole grain-rich items for the grain component at one of the meals or snack each day.

#### If you serve meals and snacks to different groups of children or adults during the same day (for example, morning and afternoon sessions):

- ✓ Serve whole grain-rich items for the grain component to one of the groups of children or adults each day.

#### If you serve only snacks:

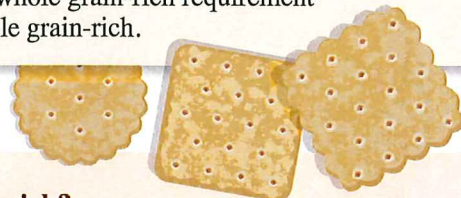
- ✓ You do not have to serve a grain component at snack. But if you do, it must be whole grain-rich.

#### If you serve only breakfast and want to serve a meat or meat alternate:

- ✓ You do not need to serve a grain, because you are replacing the grain component with a meat or meat alternate. You may do this up to three times per week. On the days when a meat or meat alternate is not served, you must serve whole grain-rich items for the grain component. If you decide to serve a grain as an “extra” food that does not count toward the CACFP meal pattern requirements, then the grain does not have to be whole grain-rich.

#### If your at-risk afterschool site or adult day care serves breakfast, lunch, or supper using Offer Versus Serve:

- ✓ All grain items offered at the meal you wish to count towards the whole grain-rich requirement must be whole grain-rich.



### Can I serve a grain-based dessert if it is whole grain-rich?

- ✗ Grain-based desserts, even those made with whole grains, cannot count towards the grain component of a CACFP meal or snack. There are many other tasty whole grain-rich foods that you can add to your menus.

More training, menu planning, and nutrition education materials for the CACFP can be found at <https://teamnutrition.usda.gov>.





## What are some ways to serve whole grain-rich foods at meals and snacks?

The requirement is that whole grain-rich food items must be offered at least once per day. But, you may choose to offer whole grain-rich food items more often. Check out these easy ways to serve whole grain-rich foods:

Breakfast	Lunch/Supper	Snacks
<input type="checkbox"/> Oatmeal* <input type="checkbox"/> Whole Grain-Rich Pancakes or Waffles <input type="checkbox"/> Toast Made with Whole-Wheat Bread <input type="checkbox"/> Whole Grain-Rich English Muffin, Bagel, or Biscuit <input type="checkbox"/> Whole Grain-Rich Muffin <input type="checkbox"/> Whole Grain-Rich Cereal*	<input type="checkbox"/> Whole-Wheat Macaroni or Spaghetti <input type="checkbox"/> Brown Rice <input type="checkbox"/> Quinoa <input type="checkbox"/> Bulgur <input type="checkbox"/> Wild Rice <input type="checkbox"/> Whole-Wheat Bun or Roll <input type="checkbox"/> Whole Grain-Rich Pizza Crust <input type="checkbox"/> Whole Grain-Rich Tortilla	<input type="checkbox"/> Whole Grain-Rich Crackers <input type="checkbox"/> Whole Grain-Rich Pita Triangles <input type="checkbox"/> Whole Grain-Rich Cereal Mix* <input type="checkbox"/> Whole Grain-Rich Pretzels <input type="checkbox"/> Rice Cakes Made with Brown Rice <input type="checkbox"/> Whole Grain-Rich Banana Bread <input type="checkbox"/> Whole Grain-Rich Chips

\*Cereal must meet CACFP sugar limits.

## How can I share information about whole grain-rich foods on my menu?

Some easy ways CACFP providers are highlighting whole grains on their menus include:



Writing "whole wheat" or "WW" in front of an item on the menu, such as "whole-wheat bread" or "WW bread."



Adding a fun grain icon or picture next to whole grain-rich foods.



Placing a check in a checkbox to show that a food is whole grain-rich.

There are no Federal CACFP requirements that you label which foods are whole grain-rich on your menu. Check with your State agency or sponsoring organization to see what they require. Highlighting whole grain-rich foods on your menu communicates to families how you are providing nutritious foods to their loved ones. Families may see this as a sign of the quality of meals and snacks you are offering.



## Try It Out!

Look at the menus for three CACFP sites below. Which menus meet the CACFP requirement for whole grain-rich?

### Menu 1

Served at a child care center that serves one group of children in the morning and another in the afternoon

**Breakfast:** Chopped strawberries, whole grain-rich waffles, 1% milk

**Lunch:** Baked chicken, 1% milk, broccoli, orange wedges, white rice

**Snack:** Apple slices and string cheese

### Menu 2

Served at an at-risk afterschool center that only serves snack

**Snack:** Enriched pretzels and hummus (bean dip)

### Menu 3

Served at an at-risk afterschool center that only serves snack

**Snack:** Celery sticks and sunflower seed butter

**Answer Key:** Menus 1 and 3 meet the CACFP requirement for whole grain-rich. Menu 2 does not meet the CACFP meal pattern requirement for whole grain-rich. Because the center only serves snacks, any grains served at snack must be whole grain-rich. The pretzels in this snack are enriched, not whole grain-rich, so this snack does not meet the requirement.







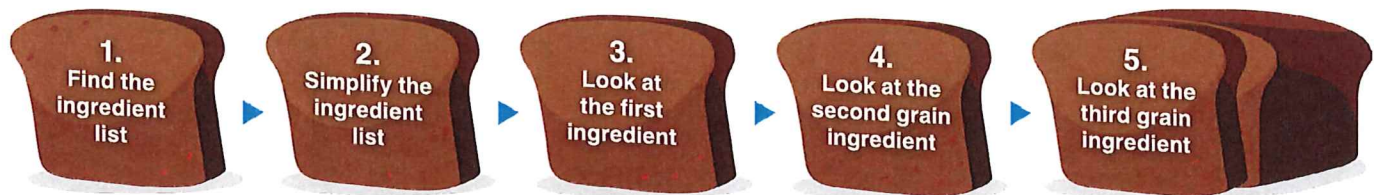
## Identifying Whole Grain-Rich Foods for the Child and Adult Care Food Program Using the Ingredient List

The **ingredient list** is printed on the food packaging of products. This list includes information on flours, grains, and other ingredients that are in the product. On the ingredient list, the ingredients are listed in order of quantity. If a whole grain is listed first, you know there is more of that whole grain than anything else in the food.

In the United States Department of Agriculture's Child and Adult Care Food Program (CACFP), you can identify grains that are whole grain-rich by looking at the first three **grain** ingredients that appear on the ingredient list. This method is known as the *Rule of Three*. If the ingredient list does not include three grain ingredients, you only have to look at the grain ingredients that are present. Some whole grain-rich foods may have only one grain ingredient.

In the CACFP, at least one offering of grains per day must be whole grain-rich for children and adults. Grain-based desserts may not count towards the grain component in the CACFP, even if the grain-based dessert is whole grain-rich.

### Step-by-Step Guide To Identifying Whole Grain-Rich Foods Using the *Rule of Three*



#### 1. Find the ingredient list ►



This ingredient list is for bread. In this example, you would look at the full ingredient list to determine if the bread is whole grain-rich. ►

**INGREDIENTS:** Whole-wheat flour, water, yeast, brown sugar, wheat gluten, contains 2% or less of each of the following: salt, dough conditioners, soybean oil, vinegar, cultured wheat flour, citric acid.

The ingredient list shown here is for a frozen cheese pizza. Because pizza is a combination food, you can see the ingredients for all the foods within the cheese pizza, such as the crust, cheese, and sauce, are listed within one ingredient list. In this example, you would look at the ingredients for the crust, to determine if the grain component of this food is whole grain-rich. ►

**INGREDIENTS: Crust:** Whole-wheat flour, enriched wheat flour (bleached wheat flour, malted barley flour, niacin, reduced iron, thiamine mononitrate, riboflavin, folic acid), wheat bran, water, soybean oil, dextrose, baking powder, yeast, salt, dough conditioners, wheat gluten, contains less than 2% of each of the following: vegetable shortening, sesame flour, preservatives. **Shredded mozzarella cheese:** Pasteurized part skim milk, cheese, cultures, salt, enzymes. **Sauce:** Water, tomato paste, pizza seasoning, modified food starch.



## 2. Simplify the ingredient list ►

Look at the “Disregarded Ingredients” list below. Do not consider these ingredients. Some sound like grains, so it can be helpful to cross them out at the beginning.

### Disregarded Ingredients:

- Cellulose fiber
- Corn dextrin
- Corn starch
- Modified food starch
- Rice starch
- Tapioca starch
- Water
- Wheat dextrin
- Wheat gluten
- Wheat starch
- Any ingredients that appear after the phrase, “Contains 2% or less of...”

**INGREDIENTS: Crust:** Whole-wheat flour, enriched wheat flour (bleached wheat flour, malted barley flour, niacin, reduced iron, thiamine mononitrate, riboflavin, folic acid), wheat bran, water, soybean oil, dextrose, baking powder, yeast, salt, dough conditioners, wheat gluten, contains less than 2% of each of the following: vegetable shortening, sesame flour, preservatives.

*This ingredient list shows some ingredients that can be crossed out to simplify the list.*

## 3. Look at the first ingredient ►

If you have a combination food, like a pizza, look at the part of the ingredient list that refers to the grain product. For this food, the grain product is the pizza crust.

### Is the first ingredient a whole-grain ingredient?

- ✓ **Yes:** If the first ingredient is whole-grain and the food is not a ready-to-eat breakfast cereal, go to **Step 4** below.
- ✓ **Yes:** If the first ingredient is whole-grain and the food is a ready-to-eat breakfast cereal, see “Identifying Whole Grain-Rich Breakfast Cereals in the CACFP” on page 4.
- ✗ **No:** If the first ingredient is not a whole-grain ingredient, then this food is not creditable as a whole grain-rich food in the CACFP using the *Rule of Three*.\*
- ✗ **No:** It is possible that the food includes several whole-grain ingredients. When added together, these grains may meet the whole grain-rich requirement. In this case, you would need to request additional information from the manufacturer.

**INGREDIENTS: Crust:** Whole-wheat flour, enriched wheat flour (bleached wheat flour, malted barley flour, niacin, reduced iron, thiamine mononitrate, riboflavin, folic acid), wheat bran, water, soybean oil, dextrose, baking powder, yeast, salt, dough conditioners, wheat gluten, contains less than 2% of each of the following: vegetable shortening, sesame flour, preservatives.

*The first grain ingredient is “**whole-wheat flour**,” which is a **whole-grain ingredient**.*

See the **Whole-Grain Ingredients** chart for some common whole grains. Make sure the first grain ingredient is not listed on the **Enriched Grain Ingredients**, **Bran or Germ Ingredients**, or **Non-Creditable Grains or Flours** charts on the following page.

## 4. Look for the second grain ingredient ►

### Does the food have another grain ingredient?

**No:** If the food does not have any other grain ingredients, you can **stop here**. The food is whole grain-rich!

**Yes:** If so, is the second grain ingredient whole-grain, enriched, or bran or germ? Make sure the second grain ingredient is not listed on the “**Non-Creditable Grains or Flours**” chart.

- ✓ **Yes:** If the second grain ingredient is whole-grain, enriched, or bran or germ, see **Step 5** on page 3.
- ✗ **No:** If the second grain ingredient is **not** whole-grain, enriched, or bran or germ, then this food is not creditable as a whole grain-rich food in the CACFP using the *Rule of Three*.\*

**INGREDIENTS: Crust:** Whole-wheat flour, enriched wheat flour (bleached wheat flour, malted barley flour, niacin, reduced iron, thiamine mononitrate, riboflavin, folic acid), wheat bran, water, soybean oil, dextrose, baking powder, yeast, salt, dough conditioners, wheat gluten, contains less than 2% of each of the following: vegetable shortening, sesame flour, preservatives.

*The second grain ingredient is “**enriched wheat flour**,” which is an **enriched grain ingredient**. For more information on flour made from more than one grain ingredient, see “Focus on Flour Blends” on page 4.*

\* This food might be creditable as a grain that is not being served as a whole grain-rich food. See the Food Buying Guide for Child Nutrition Programs (<https://foodbuyingguide.fns.usda.gov/FoodComponents/ResourceGrains>) for information on how to determine if an enriched grain is creditable towards the grain component in the CACFP.



## 5. Look for the third grain ingredient ►

### Does the food have a third grain ingredient?

**No:** If the food does not have any other grain ingredients, you can **stop here**. The food is whole grain-rich!

**Yes:** If so, is the third grain ingredient whole-grain, enriched, or bran or germ? *Make sure the third grain ingredient is not listed on the “Non-Creditable Grains or Flours” chart.*

✓ **Yes:** If the third grain ingredient is whole-grain, enriched, or bran or germ, then this food is whole grain-rich! If your product has other grain ingredients, such as a fourth grain ingredient, you do not need to consider them.

✗ **No:** If the third ingredient is not whole-grain, enriched, bran, or germ, then this food is not creditable as a whole grain-rich food in the CACFP using the *Rule of Three*.\*

**INGREDIENTS:** Crust: Whole-wheat flour, enriched wheat flour (bleached wheat flour, malted barley flour, niacin, reduced iron, thiamine mononitrate, riboflavin, folic acid), wheat bran, water, soybean oil, dextrose, baking powder, yeast, salt, dough conditioners, wheat gluten, contains less than 2% of each of the following: vegetable shortening, sesame flour, preservatives.

The third grain ingredient is “wheat bran,” which is a type of **bran**.

✓ This pizza crust is considered whole grain-rich because the first ingredient is **whole-grain**, the second grain ingredient is **enriched**, and the third ingredient is a type of **bran**.

## Whole-Grain Ingredients

- Amaranth
- Amaranth flour
- Brown rice
- Brown rice flour
- Buckwheat
- Buckwheat flour
- Buckwheat groats
- Bulgur
- Corn masa/ masa harina
- Cracked wheat
- Graham flour
- Instant oatmeal
- Millet
- Millet flour
- Oats
- Oat groats
- Old fashioned oats
- Quick cooking oats
- Quinoa
- Rye groats
- Sorghum
- Sorghum flour
- Spelt berries
- Sprouted brown rice
- Sprouted buckwheat
- Sprouted spelt
- Sprouted whole rye
- Sprouted whole wheat
- Steel cut oats
- Teff
- Teff flour
- Triticale
- Triticale flour
- Wheat berries
- Wheat groats
- White whole wheat flour
- Whole corn
- Whole durum flour
- Whole grain corn
- Whole grain corn flour
- Whole grain oat flour
- Whole grain spelt flour
- Whole grain wheat
- Whole grain wheat flakes
- Whole grain wheat flour
- Whole rye flour
- Whole wheat flour

## Enriched Grain Ingredients

- Enriched bromated flour
- Enriched corn flour
- Enriched durum flour
- Enriched durum wheat flour
- Enriched farina
- Enriched rice
- Enriched rice flour
- Enriched rye flour
- Enriched wheat flour
- Enriched white flour
- Other grains with the word “enriched” in front of it.

*In addition to the ingredients listed above, if the ingredient list states or includes the nutrients used to enrich the flour, then your product has enriched grains. For example, an ingredient list might read: “Durum flour (niacin, iron, riboflavin, folic acid, thiamin).” The vitamins listed in the parenthesis indicate that the durum flour is enriched.*

## Bran or Germ Ingredients

- Corn bran
- Oat bran
- Rice bran
- Rye bran
- Wheat bran
- Wheat germ

## Non-Creditable Grains or Flours

*Cannot be one of the first three grain ingredients for whole grain-rich items.*

- Barley malt
- Bean flour (such as soy, chickpea, lentil, legume, etc.)
- Bromated flour
- Corn
- Corn fiber
- Degerminated corn meal
- Durum flour
- Farina
- Malted barley flour
- Nut or seed flour (any kind)
- Oat fiber
- Potato flour
- Rice flour
- Semolina
- Wheat flour
- White flour
- Yellow corn flour
- Yellow corn meal





## Focus on Flour Blends

You may see an ingredient list that includes a flour blend as an ingredient. The flour blend will be followed by a list of sub-ingredients that make up the flour blend. These sub-ingredients are shown in parenthesis.

**Treat these flour blends as one grain ingredient when applying the Rule of Three.**

If the flour blend is the first grain ingredient on the ingredient list, then you must determine if the flour blend is a whole grain. If the flour blend is made up of only whole-grain ingredients, then the flour blend is a whole grain. You can now proceed with examining the second and third grain ingredients as described on pages 2 and 3.

If the flour blend includes any grains that are not whole grains, then the flour blend is not considered a whole grain under the *Rule of Three*.

If the flour blend is the second or third grain ingredient, then the flour blend may be made up of whole grains, enriched grains, bran, and/or germ. If the flour blend includes any non-creditable flours or grains, then the flour blend is not a creditable grain ingredient.

**INGREDIENTS:** Whole grain flour (whole-wheat flour, brown rice flour, whole grain oat flour)<sup>1</sup>, water, flour blend (graham flour, enriched wheat flour, enriched corn flour, wheat bran)<sup>2</sup>, yeast, salt.

1. The **whole-grain flour** can be considered the **first** grain ingredient when using the Rule of Three. The **whole-grain flour** contains only whole grain-ingredients, so it is a **whole-grain ingredient**.
2. The **flour blend** can be considered the **second** grain ingredient when using the Rule of Three. The flour blend contains **whole-grain ingredients** (graham flour), **enriched ingredients** (enriched wheat flour, enriched corn flour) and **bran** (wheat bran).
3. This product does not have a third grain ingredient.  
✓ The product is considered whole grain-rich.

**INGREDIENTS:** Flour blend (durum flour, bromated flour, brown rice flour), water, salt.

- ✗ This flour blend includes two **non-creditable flours** (durum flour and bromated flour), so the flour blend is not a creditable grain ingredient.

## Identifying Whole Grain-Rich Breakfast Cereals in the CACFP

For ready-to-eat breakfast cereals only, if the first ingredient is whole-grain, and the cereal is fortified, then the cereal is whole grain-rich in the CACFP. Remember to check that the cereal also meets the CACFP sugar limit. For more information on sugar limits for cereal, see “Choose Breakfast Cereals That Are Lower in Added Sugars” at <https://www.fns.usda.gov/cacfp-meal-pattern-training-worksheets>.



### To determine if a ready-to-eat cereal is whole grain-rich:

#### 1. Look at the first ingredient ►

**Is the first ingredient a whole-grain ingredient?**

- ✓ **Yes:** If the first ingredient is whole-grain, go to Step 2.
- ✗ **No:** If the first ingredient is not a whole grain, then this food is not credible as a whole grain-rich food in the CACFP using the *Rule of Three*.\*

**INGREDIENTS:** Whole grain oats<sup>1</sup>, corn flour, sugar, salt, tripotassium phosphate, vitamin E. Vitamins and Minerals<sup>2</sup>: calcium carbonate, iron and zinc, vitamin C, vitamin B6, vitamin A, vitamin B12.

1. The first ingredient is “**whole grain oats**,” which is a **whole-grain ingredient**.
2. The presence of “**Vitamins and Minerals**” on the ingredient list indicates that this cereal is fortified.  
✓ This breakfast cereal is whole grain-rich because the first ingredient is **whole-grain** and the cereal is **fortified**.

#### 2. Look for fortification ►

**Is the cereal fortified?**

Look for the words “fortified” on the food package. You can also look at the ingredient list to see if it lists any vitamins and minerals that have been added to the product. Cereals that are not fortified would not have any added vitamins and minerals.

- ✓ **Yes:** If the cereal is fortified, then this food is whole grain-rich! If your cereal has other grain ingredients, you do not need to consider them.
- ✗ **No:** If the cereal has a whole grain as the first ingredient, but is not fortified, then follow the *Rule of Three* instructions on pages 2 and 3 to look at the second and third grain ingredients.

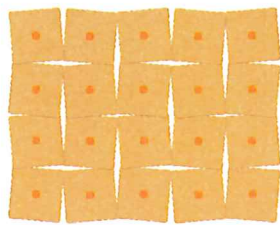




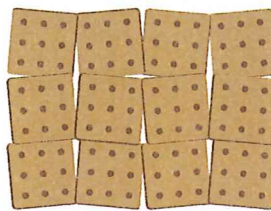
# Using Ounce Equivalents for Grains in the Child and Adult Care Food Program

Grains are an important part of meals in the Child and Adult Care Food Program (CACFP). To make sure children and adults get enough grains at CACFP meals and snacks, required amounts for the grains component are listed in the meal pattern as ounce equivalents (oz. eq.). Ounce equivalents tell you the amount of grain in a portion of food.

## How Much Is 1 Ounce Equivalent?



**20 cheese crackers**  
(1" by 1") = 1 oz. eq.



**12 thin wheat crackers**  
(1 1/4" by 1 1/4") = 1 oz. eq.



**5 woven whole-wheat crackers**  
(1 1/2" by 1 1/2") = 1 oz. eq.

## Using the Grains Measuring Chart


The Grains Measuring Chart on pages 2-4 tells you how much of a grain item you need to serve to meet CACFP meal pattern requirements. To use this chart:

- 1** Find the grain you want to serve under the "Grain Item and Size" column.
- 2** Check if the chart lists a size or weight by the name of the grain. If the chart:
- 3** Find the column for the age of your participants and the meal or snack you are serving. This column lists the amount of a grain you will need to serve to meet the meal pattern requirement for grains.

**Lists a weight** for the grain, such as *at least 56 grams*, then use the Nutrition Facts label for the item you want to serve to make sure it weighs the same, or more than, the grain on the chart. See page 5.

**Does not list a weight or size** for the grain, then you do not need to check the size or weight of the product before using the chart.

**Lists a size** for the grain, such as *about 1 1/4" by 1 1/2"*, then check if the item is the same size, or larger than, this amount. See page 6.

 Grain Item and Size	
Pita Bread/Round (whole grain-rich or enriched) at least 56 grams*	1- through 5-year-olds at Breakfast, Lunch, Supper, Snack  Serve at Least 1/2 oz. eq., which equals about...
Popcorn	1/4 pita or 14 grams
Pretzel, Hard, Mini-Twist (about 1 1/4" by 1 1/2")**	1 1/2 cups or 14 grams
	7 twists or 11 grams



## Grains Measuring Chart for the Child and Adult Care Food Program

 <b>Grain Item and Size</b>	<b>Age Group and Meal</b>		
	<b>1- through 5-year-olds</b> at Breakfast, Lunch, Supper, Snack	<b>6- through 18-year-olds</b> at Breakfast, Lunch, Supper, Snack <b>Adults</b> at Snack only	<b>Adults</b> at Breakfast, Lunch, Supper
	<b>Serve at Least</b> ½ oz. eq., which equals about...	<b>Serve at Least</b> 1 oz. eq., which equals about...	<b>Serve at Least</b> 2 oz. eq., which equals about...
<b>Bagel</b> (entire bagel) at least 56 grams*	¼ bagel or 14 grams	½ bagel or 28 grams	1 bagel or 56 grams
<b>Bagel, Mini</b> (entire bagel) at least 28 grams*	½ bagel or 14 grams	1 bagel or 28 grams	2 bagels or 56 grams
<b>Biscuit</b> at least 28 grams*	½ biscuit or 14 grams	1 biscuit or 28 grams	2 biscuits or 56 grams
<b>Bread</b> (whole grain-rich or enriched) at least 28 grams*	½ slice or 14 grams	1 slice or 28 grams	2 slices or 56 grams
<b>Bun or Roll</b> (entire bun or roll) at least 28 grams*	½ bun/roll or 14 grams	1 bun/roll or 28 grams	2 buns/rolls or 56 grams
<b>Cereal Grains</b> (barley, bulgur, quinoa, etc.)	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
<b>Cereal, Ready-to-Eat: Flakes or Rounds</b>	½ cup or 14 grams	1 cup or 28 grams	2 cups or 56 grams
<b>Cereal, Ready-to-Eat: Granola</b>	⅔ cup or 14 grams	¼ cup or 28 grams	½ cup or 56 grams
<b>Cereal, Ready-to-Eat: Puffed</b>	¾ cup or 14 grams	1 ¼ cup or 28 grams	2 ½ cups or 56 grams
<b>Corn Muffin</b> at least 34 grams*	½ muffin or 17 grams	1 muffin or 34 grams	2 muffins or 68 grams
<b>Cracker, Animal</b> (about 1 ½" by 1")**	8 crackers or 14 grams	15 crackers or 28 grams	30 crackers (~1 cup) or 56 grams
<b>Cracker, Bear-Shaped, Sweet</b> (about 1" by ½")**	12 crackers (~¼ cup) or 14 grams	24 crackers (~½ cup) or 28 grams	48 crackers (~1 cup) or 56 grams
<b>Cracker, Cheese, Square, Savory</b> (about 1" by 1")**	10 crackers or 11 grams	20 crackers (~⅓ cup) or 22 grams	40 crackers (~⅔ cup) or 44 grams
<b>Cracker, Fish-Shaped or Similar, Savory</b> (about ¾" by ½")**	21 crackers (~¼ cup) or 11 grams	41 crackers (~½ cup) or 22 grams	81 crackers (~1 cup) or 44 grams



\*Check that the item you want to serve weighs this amount, or more. See "Using the Nutrition Facts Label" on page 5 for more information.

\*\*Check that the item you want to serve is about this size or larger. See "Grains Measuring Tools" on page 6 for more information.



## Grains Measuring Chart for the Child and Adult Care Food Program

 Grain Item and Size	Age Group and Meal		
	1- through 5-year-olds at Breakfast, Lunch, Supper, Snack	6- through 18-year-olds at Breakfast, Lunch, Supper, Snack <b>Adults</b> at Snack only	<b>Adults</b> at Breakfast, Lunch, Supper
	Serve at Least ½ oz. eq., which equals about...	Serve at Least 1 oz. eq., which equals about...	Serve at Least 2 oz. eq., which equals about...
<b>Cracker, Graham</b> (about 5" by 2 ½")**	1 cracker or 14 grams	2 crackers or 28 grams	4 crackers or 56 grams
<b>Cracker, Round, Savory</b> (about 1 ¾" across)**	4 crackers or 11 grams	7 crackers or 22 grams	14 crackers or 44 grams
<b>Cracker, Saltine</b> (about 2" by 2")**	4 crackers or 11 grams	8 crackers or 22 grams	16 crackers or 44 grams
<b>Cracker, Thin Wheat, Square, Savory</b> (about 1 ¼" by 1 ¼")**	6 crackers or 11 grams	12 crackers or 22 grams	23 crackers or 44 grams
<b>Cracker, Woven Whole- Wheat, Square, Savory</b> (about 1 ½" by 1 ½")**	3 crackers or 11 grams	5 crackers or 22 grams	10 crackers or 44 grams
<b>Croissant</b> at least 34 grams*	½ croissant or 17 grams	1 croissant or 34 grams	2 croissants or 68 grams
<b>English Muffin</b> (top and bottom) at least 56 grams*	¼ muffin or 14 grams	½ muffin or 28 grams	1 muffin or 56 grams
<b>French Toast Stick</b> at least 18 grams*	2 sticks or 35 grams	4 sticks or 69 grams	8 sticks or 138 grams
<b>Grits</b>	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
<b>Melba Toast</b> (about 3 ½" by 1 ½")**	2 pieces or 11 grams	5 pieces or 22 grams	8 pieces or 44 grams
<b>Muffin and Quick Bread</b> (banana, etc.) at least 55 grams*	½ muffin/slice or 28 grams	1 muffin/slice or 55 grams	2 muffins/slices or 110 grams
<b>Oatmeal</b>	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
<b>Pancake</b> at least 34 grams*	½ pancake or 17 grams	1 pancake or 34 grams	2 pancakes or 68 grams




\*Check that the item you want to serve weighs this amount, or more. See "Using the Nutrition Facts Label" on page 5 for more information.

\*\*Check that the item you want to serve is about this size or larger. See "Grains Measuring Tools" on page 6 for more information.



## Grains Measuring Chart for the Child and Adult Care Food Program

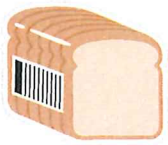
 <b>Grain Item and Size</b>	<b>Age Group and Meal</b>		
	<b>1- through 5-year-olds</b> at Breakfast, Lunch, Supper, Snack	<b>6- through 18-year-olds</b> at Breakfast, Lunch, Supper, Snack <b>Adults</b> at Snack only	<b>Adults</b> at Breakfast, Lunch, Supper
	<b>Serve at Least</b> <b>½ oz. eq.</b> , which equals about...	<b>Serve at Least</b> <b>1 oz. eq.</b> , which equals about...	<b>Serve at Least</b> <b>2 oz. eq.</b> , which equals about...
<b>Pasta</b> (whole grain-rich or enriched, all shapes)	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
<b>Pita Bread/Round</b> (whole grain-rich or enriched) at least 56 grams*	¼ pita or 14 grams	½ pita or 28 grams	1 pita or 56 grams
<b>Popcorn</b>	1 ½ cups or 14 grams	3 cups or 28 grams	6 cups or 56 grams
<b>Pretzel, Hard, Mini-Twist</b> (about 1 ¼" by 1 ½")**	7 twists (~⅓ cup) or 11 grams	14 twists (~⅔ cup) or 22 grams	27 twists (~1 cup) or 44 grams
<b>Pretzel, Hard, Thin Stick</b> (about 2 ½" long)**	16 sticks or 11 grams	31 sticks or 22 grams	62 sticks or 44 grams
<b>Pretzel, Soft</b> at least 56 grams*	¼ pretzel or 14 grams	½ pretzel or 28 grams	1 pretzel or 56 grams
<b>Rice</b> (all types)	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
<b>Rice Cake</b> at least 8 grams*	1 ½ cakes or 11 grams	3 cakes or 22 grams	5 ½ cakes or 44 grams
<b>Rice Cake, Mini</b> (about 1 ¾" across)**	7 cakes or 11 grams	13 cakes or 22 grams	25 cakes or 44 grams
<b>Taco or Tostada Shell,</b> <b>Hard</b> at least 14 grams*	1 shell or 14 grams	2 shells or 28 grams	4 shells or 56 grams
<b>Tortilla, Soft, Corn</b> (about 5 ½")**	¾ tortilla or 14 grams	1 ¼ tortillas or 28 grams	2 ½ tortillas or 56 grams
<b>Tortilla, Soft, Flour</b> (about 6")**	½ tortilla or 14 grams	1 tortilla or 28 grams	2 tortillas or 56 grams
<b>Tortilla, Soft, Flour</b> (about 8")**	¼ tortilla or 14 grams	½ tortilla or 28 grams	1 tortilla or 56 grams
<b>Waffle</b> at least 34 grams*	½ waffle or 17 grams	1 waffle or 34 grams	2 waffles or 68 grams



\*Check that the item you want to serve weighs this amount, or more. See "Using the Nutrition Facts Label" on page 5 for more information.

\*\*Check that the item you want to serve is about this size or larger. See "Grains Measuring Tools" on page 6 for more information.





## Using the Nutrition Facts Label

Some items on the Grains Measuring Chart may have weights listed by the name of the item. Follow the steps below to see if your grain meets the minimum weight listed in the chart:

1

Find the grain item and its minimum weight in the Grains Measuring Chart.

For example, the minimum weight for a pancake is at least 34 grams.

Grain Item and Size	Age Group and Meal		
	1- through 5-year-olds at Breakfast, Lunch, Supper, Snack	6- through 18-year-olds at Breakfast, Lunch, Supper, Snack Adults at Snack only	Adults at Breakfast, Lunch, Supper
	Serve at Least ½ oz. eq., which equals about...	Serve at Least 1 oz. eq., which equals about...	Serve at Least 2 oz. eq., which equals about...
<b>Pancake</b> (at least 34 grams*)	½ pancake or 17 grams	1 pancake or 34 grams	2 pancakes or 68 grams

2

Look at the Nutrition Facts label of the grain you wish to serve. Find the weight of the serving size (usually provided as grams (g)). One serving of Brand P pancakes weighs 117 grams.

3

Using the Nutrition Facts label, find how many items are in one serving. There are three pancakes in one serving of Brand P pancakes.

### Brand P Pancakes

#### Nutrition Facts

4 servings per container

Serving size **3 Pancakes** (117g)

Amount per serving

**Calories** **280**

% Daily Value\*

**Total Fat** 9g **12%**

Saturated Fat 1.5g **8%**

Trans Fat 0g

4

If there is more than one of an item in a serving, you will need to divide to find the weight of each item. For example, the serving size of Brand P pancakes is three pancakes.

Divide the serving weight by the number of items in one serving to find the weight of each item.

$$\begin{array}{ccccccc}
 117 \text{ grams} & \div & 3 \text{ pancakes} & = & 39 \text{ grams per pancake} \\
 \text{Serving Weight} & & \text{Serving Size} & & \text{Weight of Each Item}
 \end{array}$$

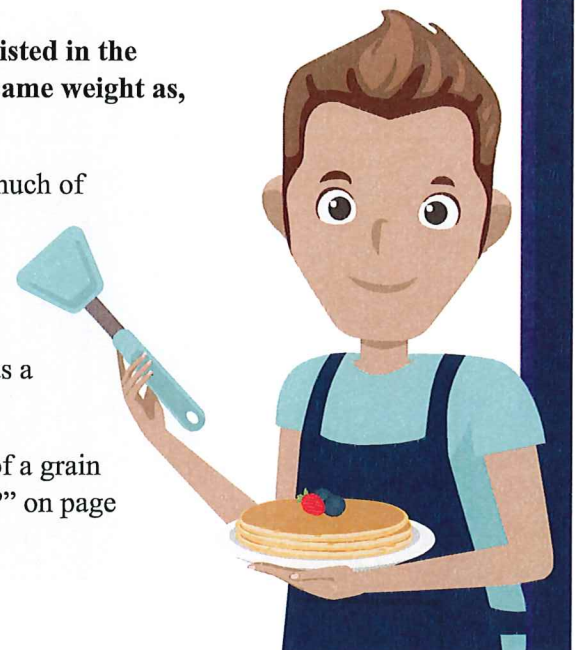
**Compare the weight of one item to the minimum weight listed in the Grains Measuring Chart (from Step 1). Is your item the same weight as, or heavier than, the minimum weight?**



**Yes:** Use the Grains Measuring Chart to see how much of your grain to serve to meet CACFP meal pattern requirements. In the example above, pancakes must weigh at least 34 grams in order to use the Grains Measuring Chart. Because each Brand P pancake weighs 39 grams, you may use the chart as a guide to the minimum serving amount.



**No:** Use another method to determine how much of a grain item to serve. See “What If My Grain Is Different?” on page 6 for more information.





## Are There Other Menu Planning Considerations?

If you serve an item that is larger, or weighs more, than what's listed on the Grains Measuring Chart, then you might serve more grains than required by the CACFP meal pattern. The Grains Measuring Chart can help make serving enough grains easier. However, the tools described under "What If My Grain Is Different?" can also help you determine how much of an item to serve to meet the meal pattern without serving more than what is needed.

## What If My Grain Is Different?

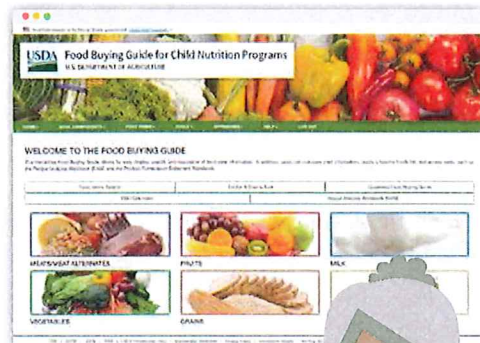
Is the grain item you want to serve:

- Smaller than the item listed on the Grains Measuring Chart?
- Lighter in weight than the item listed on the Grains Measuring Chart?
- Not listed on the Grains Measuring Chart?

If so, you will need to use another way to tell how much to serve in order to meet CACFP meal pattern requirements. You could:

- Enter information from the Nutrition Facts label into the *Food Buying Guide for Child Nutrition Program's (FBG) Exhibit A Grains Tool*.<sup>\*</sup> This tool will let you know how many ounce equivalents of grains are in one serving of the item.
- Use the *FBG Recipe Analysis Workbook (RAW)*<sup>\*</sup> to determine the ounce equivalents per serving for standardized recipes.

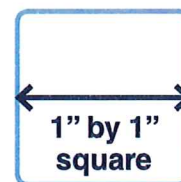
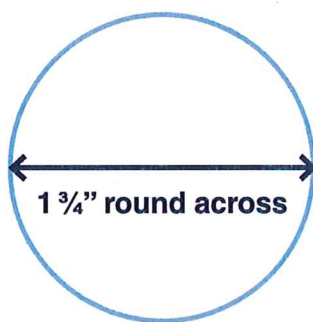
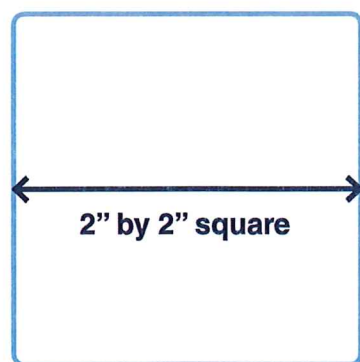
<sup>\*</sup>Available at <https://foodbuyingguide.fns.usda.gov>.



## Grains Measuring Tools

Compare your food to the guides below to see if it is the same size or larger than the item listed on the Grains Measuring Chart.

**Guides appear as actual size when this worksheet is printed at 100% on standard 8 ½" by 11" paper.**







## Choose Yogurt That is Lower in Added Sugars in the Child and Adult Care Food Program

All yogurt served in the Child and Adult Care Food Program (CACFP) must contain no more than **12 grams of added sugars per 6 ounces** (2 grams of added sugars per ounce).

There are many types of yogurt that meet this added sugars limit. It is easy to find them by using the Nutrition Facts label and following the steps below.

1

Use the Nutrition Facts label to find the **Serving Size**, in ounces (oz) or grams (g), of the yogurt.

2

Find the **Added Sugars** line. Look at the number of grams (g) next to Added Sugars.

3

Use the serving size identified in Step 1 to find the serving size of the yogurt in the table below.

Serving Size* Ounces (oz)	Serving Size Grams (g) (Use when the serving size is not listed in ounces)	Added Sugars Grams (g)
If the serving size is:	If the serving size is:	Added sugars must not be more than:
2.25 oz	64 g	4 g
3.5 oz	99 g	7 g
4 oz	113 g	8 g
5.3 oz	150 g	10 g
6 oz	170 g	12 g
8 oz	227 g	16 g

4

In the table, look at the number to the right of the serving size amount, under the "Added Sugars" column.

**If the yogurt has that amount of added sugars, or less, the yogurt meets the added sugars limit.**

### Nutrition Facts

7 servings per container	
<b>Serving size 6 oz (170g)</b>	
<b>Amount per serving</b>	
<b>Calories</b>	<b>130</b>
<b>% Daily Value*</b>	
<b>Total Fat</b> 0g	<b>0%</b>
Saturated Fat 0g	<b>0%</b>
Trans Fat 0g	
<b>Cholesterol</b> 10mg	<b>3%</b>
<b>Sodium</b> 65mg	<b>5%</b>
<b>Total Carbohydrate</b> 17g	<b>6%</b>
Dietary Fiber 0g	<b>0%</b>
Total Sugars 14g	
Includes 10g Added Sugars	<b>20%</b>
<b>Protein</b> 14g	<b>28%</b>
Vitamin D 0mcg	<b>0%</b>
Calcium 170mg	<b>15%</b>
Iron 0mg	<b>0%</b>
Potassium 220mg	<b>4%</b>

**TIP:** If the serving size says "one container," check the front of the package to see how many ounces or grams are in the container.

### Test Yourself:

Does the yogurt above meet the added sugars limit?

(Check your answer on the next page)

Serving Size: \_\_\_\_\_

Added Sugars: \_\_\_\_\_

☐ Yes ☐ No

\*Serving sizes here refer to those commonly found for store-bought yogurt. Homemade yogurt is not creditable in the CACFP.

More training, menu planning, and nutrition education materials for the CACFP can be found at [TeamNutrition.USDA.gov](http://TeamNutrition.USDA.gov).





# Try It Out!



Use the “Added Sugars Limit in Yogurt” table below to help find yogurt you can serve at your site. Write down your favorite brands and other information in the “Yogurt To Serve in the CACFP” list. You can use this as a shopping list when buying yogurt to serve in your program.

## Added Sugars Limit in Yogurt

Serving Size Ounces (oz)	Serving Size Grams (g) (Use when the serving size is not listed in ounces)	Added Sugars Grams (g)	Serving Size Ounces (oz)	Serving Size Grams (g) (Use when the serving size is not listed in ounces)	Added Sugars Grams (g)
If the serving size is:	If the serving size is:	Added sugars must not be more than:	If the serving size is:	If the serving size is:	Added sugars must not be more than:
1 oz	28 g	2 g	4.75 oz	135 g	9 g
1.25 oz	35 g	2 g	5 oz	142 g	10 g
1.5 oz	43 g	3 g	5.25 oz	149 g	10 g
1.75 oz	50 g	3 g	5.3 oz	150 g	10 g
2 oz	57 g	4 g	5.5 oz	156 g	11 g
2.25 oz	64 g	4 g	5.75 oz	163 g	11 g
2.5 oz	71 g	5 g	6 oz	170 g	12 g
2.75 oz	78 g	5 g	6.25 oz	177 g	12 g
3 oz	85 g	6 g	6.5 oz	184 g	13 g
3.25 oz	92 g	6 g	6.75 oz	191 g	13 g
3.5 oz	99 g	7 g	7 oz	198 g	14 g
3.75 oz	106 g	7 g	7.25 oz	206 g	14 g
4 oz	113 g	8 g	7.5 oz	213 g	15 g
4.25 oz	120 g	8 g	7.75 oz	220 g	15 g
4.5 oz	128 g	9 g	8 oz	227 g	16 g

## Yogurt To Serve in the CACFP\*

Yogurt Brand	Flavor	Serving Size (oz or g)	Added Sugars (g)
Yummy Yogurt	Vanilla	6 oz	10

\*The amount of added sugars in a yogurt might change. Even if you always buy the same brands and flavors of yogurt, be sure to check the serving size and amount of added sugars on the Nutrition Facts label to make sure they match what you have written in the list above.

**Answer to “Test Yourself” activity on page 1:** This yogurt has 10 grams of added sugars per 6 ounces (170 grams). The maximum amount of added sugars allowed in 6 ounces of yogurt is 12 grams. 10 is less than 12, so this yogurt meets the added sugars limit.





## Calculating the Added Sugars Limit for Yogurt in the Child and Adult Care Food Program

All yogurt served in the Child and Adult Care Food Program (CACFP) must not have more than **12 grams of added sugars** per 6 ounces (2 grams of added sugars per ounce).

Here are **two ways** to tell if a yogurt meets the added sugars limit.

**Option 1\*:** Check out USDA's chart that shows **common serving sizes** of yogurt and the **maximum amount of added sugars** they can contain. Find the chart in the CACFP training worksheet, "Choose Yogurt That Is Lower in Added Sugars in the Child and Adult Care Food Program" at [fns.usda.gov/tn/meal-pattern-training-worksheets-cacfp](https://fns.usda.gov/tn/meal-pattern-training-worksheets-cacfp).



**Option 2:** Use the information on the yogurt's Nutrition Facts label, and follow the steps below:

**1** Find the **Serving Size**, in ounces (oz) or grams (g).  
Write the number of ounces (oz) here: \_\_\_\_\_  
If weight in ounces is **not available**, write number of grams (g) here: \_\_\_\_\_  
If the serving size is "one container," check the front of the package to find out how many ounces or grams are in the container.

**2** Find the **Added Sugars** on the Nutrition Facts label. Write the number of grams (g) of added sugars here: \_\_\_\_\_

**3** Divide the grams of **Added Sugars** by the **Serving Size**.  
\_\_\_\_\_ grams Added Sugars ÷ \_\_\_\_\_ Serving Size = \_\_\_\_\_

**4** Compare the answer in Step 3 with the numbers below. The yogurt meets the added sugars limit for yogurt in the CACFP if:  
a. For **ounces** of yogurt, the answer is **2 or less**.  
b. For **grams** of yogurt, the answer is **0.0702 or less**.

Nutrition Facts	
7 servings per container	
Serving size 6 oz (170g)	
Amount per serving	
<b>Calories</b>	<b>130</b>
	% Daily Value*
<b>Total Fat</b> 0g	<b>0%</b>
Saturated Fat 0g	<b>0%</b>
Trans Fat 0g	
<b>Cholesterol</b> 10mg	<b>3%</b>
<b>Sodium</b> 65mg	<b>5%</b>
<b>Total Carbohydrate</b> 17g	<b>6%</b>
Dietary Fiber 0g	<b>0%</b>
Total Sugars 14g	
Includes 10g Added Sugars	<b>20%</b>
<b>Protein</b> 14g	<b>28%</b>

### Test Yourself:

Does the yogurt above meet the added sugars limit?

(Check your answer below)

Serving Size: \_\_\_\_\_

Added Sugars: \_\_\_\_\_

☐ Yes ☐ No

\*Due to rounding, you may get a slightly different result when using the charts in Option 1 and doing the full calculation in Option 2. If either of these methods indicates that the yogurt is within the added sugars limit, then the yogurt may credit towards a reimbursable meal.

Answer Key: Yes, this yogurt meets the added sugars limit. This yogurt has 10 grams of added sugars per 170g. 10 ÷ 170g = 0.0589, which is less than 0.0702. If dividing by ¾ cup (6 oz) of yogurt, 10 ÷ 6 oz = 1.667, which is less than 2.







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# Serve Tasty and Healthy Foods in the Child and Adult Care Food Program (CACFP)

Sample Meals for Children Ages 1-2

## What is in a Breakfast?

Milk (4 fl. oz. or ½ cup)  
Vegetables, Fruit, or Both (¼ cup)  
Grains (½ serving)

Optional: Meat/meat alternates may be served in place of the entire grains component up to 3 times per week at breakfast.

¼ cup  
Diced Peaches

¼ cup  
Oatmeal

½ cup  
1-year-olds:  
Unflavored whole milk  
2-year-olds:  
Unflavored low-fat (1%)  
or fat-free (skim) milk

**Sample Breakfast**

½ cup  
1-year-olds:  
Unflavored whole milk  
2-year-olds:  
Unflavored low-fat (1%)  
or fat-free (skim) milk

**Grilled Cheese Sandwich**  
Made with  
½ serving  
Enriched Bread and  
1 oz.  
Cheese

⅛ cup  
Broccoli

⅛ cup  
Blueberries

**Sample Lunch/Supper**

## What is in a Lunch or Supper?

Milk (4 fl. oz. or ½ cup)  
Meat/Meat Alternate (1 oz. eq.)  
Vegetables (½ cup)  
Fruit (½ cup)  
Grains (½ serving)

All grains served must be whole grain-rich or enriched.  
Breakfast cereals may also be fortified.  
At least one grain served each day must be whole grain-rich.

Offer and make water available all day.

## What is in a Snack?

Pick 2:

Milk (4 fl. oz. or ½ cup)  
Meat/Meat Alternate (½ oz. eq.)  
Vegetables (½ cup)  
Fruit (½ cup)  
Grains (½ serving)

**Yogurt Dip**  
Made with  
¼ cup  
(2 oz.)  
Yogurt  
Yogurt must not contain more than 23 grams of sugar per 6 oz.

½ cup  
Bell Pepper Strips

**Sample Snack**

**Note:** Serving sizes are minimums.

Updated USDA Child and Adult Care Food Program (CACFP) meal patterns must be implemented by October 1, 2017. Learn more about the CACFP meal patterns, including information on ounce equivalents (oz. eq.) and serving sizes at <https://teamnutrition.usda.gov>.



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# Serve Tasty and Healthy Foods in the Child and Adult Care Food Program (CACFP)

Sample Meals for Children Ages 3-5



## What is in a Breakfast?

Milk (6 fl. oz. or  $\frac{3}{4}$  cup)  
Vegetables, Fruit, or Both ( $\frac{1}{2}$  cup)  
Grains ( $\frac{1}{2}$  serving)

Optional: Meat/meat alternates may be served in place of the entire grains component up to 3 times per week at breakfast.

$\frac{1}{2}$  serving  
Whole Grain-Rich  
Mini Pancakes



Sample Breakfast



$\frac{3}{4}$  cup  
Unflavored  
Low-Fat (1%)  
or Fat-Free  
(Skim) Milk

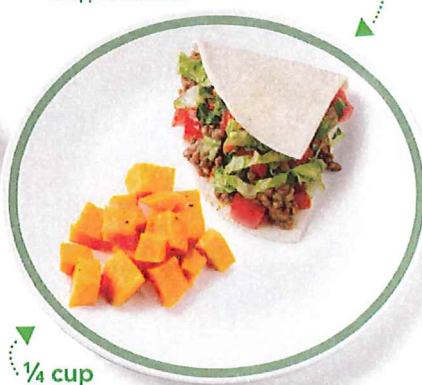
$\frac{1}{2}$  cup  
Sliced  
Strawberries

$\frac{3}{4}$  cup  
Unflavored Low-Fat (1%)  
or Fat-Free (Skim) milk



1 Taco  
Made with  
 $1\frac{1}{2}$  oz.  
Lean Ground Beef,  
 $\frac{1}{4}$  cup  
Lettuce\*, and  
 $\frac{1}{8}$  cup  
Chopped Tomatoes

$\frac{1}{2}$  serving  
Enriched Flour Tortilla



Sample Lunch/Supper

A second, different vegetable may be served in place of fruit at lunch and supper. In this meal, the  $\frac{1}{4}$  cup of lettuce and  $\frac{1}{8}$  cup of tomatoes in the taco meets the vegetable component, and the  $\frac{1}{4}$  cup of sweet potatoes is used to meet the fruit component.

\*Raw leafy greens, such as lettuce, credit for half the amount served. The  $\frac{1}{4}$  cup of lettuce in the taco counts as  $\frac{1}{8}$  cup of vegetables in this meal.

$\frac{1}{4}$  cup  
Roasted Sweet  
Potatoes

## What is in a Lunch or Supper?

Milk (6 fl. oz. or  $\frac{3}{4}$  cup)  
Meat/Meat Alternate ( $1\frac{1}{2}$  oz. eq.)  
Vegetables ( $\frac{1}{4}$  cup)  
Fruit ( $\frac{1}{4}$  cup)  
Grains ( $\frac{1}{2}$  serving)



All grains served must be whole grain-rich or enriched.  
Breakfast cereals may also be fortified.  
At least one grain served each day must be whole grain-rich.



Offer and make water available all day.

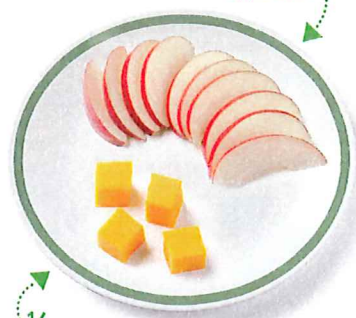
## What is in a Snack?

Pick 2:

Milk (4 fl. oz. or  $\frac{1}{2}$  cup)  
Meat/Meat Alternate ( $\frac{1}{2}$  oz. eq.)  
Vegetables ( $\frac{1}{2}$  cup)  
Fruit ( $\frac{1}{2}$  cup)  
Grains ( $\frac{1}{2}$  serving)



$\frac{1}{2}$  cup  
Apple Slices



$\frac{1}{2}$  oz.  
Cheddar Cheese

Sample Snack

**Note:** Serving sizes are minimums.

Updated USDA Child and Adult Care Food Program (CACFP) meal patterns must be implemented by October 1, 2017. Learn more about the CACFP meal patterns, including information on ounce equivalents (oz. eq.) and serving sizes at <https://teamnutrition.usda.gov>.



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# Serve Tasty and Healthy Foods in the Child and Adult Care Food Program (CACFP)

Sample Meals for Children Ages 6-12 and 13-18



## What is in a Breakfast?

Milk (8 fl. oz. or 1 cup)  
Vegetables, Fruit, or Both (½ cup)  
Grains (1 serving)

**Optional:** Meat/meat alternates may be served in place of the entire grains component up to 3 times per week at breakfast.

1 Banana

1 cup  
Low-Fat (1%)  
or Fat-Free (Skim) Milk  
(Unflavored or Flavored)



1 serving  
Whole Grain-Rich Cereal  
Breakfast cereals must contain no more than 6 grams of sugar per dry ounce.

Sample Breakfast



1 cup  
Low-Fat (1%)  
or Fat-Free (Skim) Milk  
(Unflavored or Flavored)



¼ cup  
Watermelon  
Chunks



Chicken  
Stir-Fry  
Made with  
2 oz.  
Chicken Breast and  
½ cup  
Mixed Vegetables

½ cup  
Brown Rice

Sample Lunch/Supper

## What is in a Lunch or Supper?

Milk (8 fl. oz. or 1 cup)  
Meat/Meat Alternate (2 oz. eq.)  
Vegetables (½ cup)  
Fruit (¼ cup)  
Grains (1 serving)



All grains served must be whole grain-rich or enriched.  
Breakfast cereals may also be fortified.  
At least one grain served each day must be whole grain-rich.



Offer and make water available all day.



## What is in a Snack?

**Pick 2:**  
Milk (8 fl. oz. or 1 cup)  
Meat/Meat Alternate (1 oz. eq.)  
Vegetables (¼ cup)  
Fruit (¼ cup)  
Grains (1 serving)

1 serving  
Crackers



¾ cup  
Mandarin  
Oranges

Sample Snack

**Note:** Serving sizes are minimums.

Flavored low-fat (1%) milk is allowed for children ages 6 and older and adults in the CACFP from July 1, 2018, until June 30, 2019, and is subject for updates pending *Final Rule for Child Nutrition Programs: Flexibilities for Milk, Whole Grains, and Sodium Requirements*. Learn more about the CACFP meal patterns, including information on ounce equivalents (oz. eq.) and serving sizes at <https://teamnutrition.usda.gov>.



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