

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.

This institution is an equal opportunity provider.

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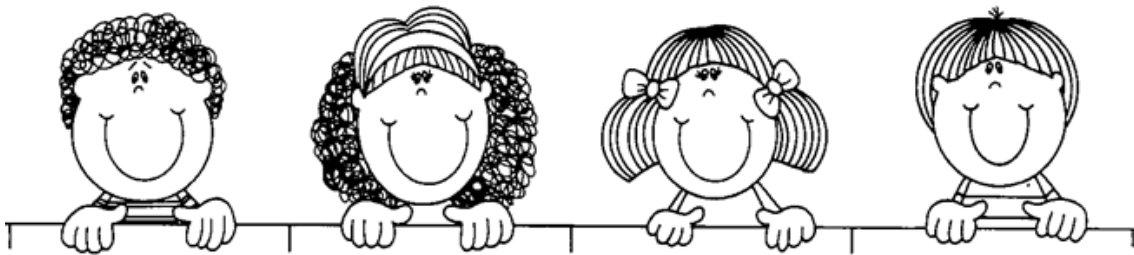
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WHO WE ARE

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.”



PHONE NUMBERS AND ADDRESS

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

OUR EMAIL ADDRESS IS

cnp@cnpssc.com

CHECK INFORMATION

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

KIDKARE EMAIL ADDRESS (FOR ONLINE CLAIMING) IS

kidcare@cnpssc.com

REIMBURSEMENT RATES

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	March	July	September
February	April	August	October
March	May	September	November
April	June	October	December
May	July	November	January
June	August	December	February

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, Enrollment Renewal Report, Payment, Medical Statement, etc.. 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).

GENERAL PROGRAM REQUIREMENTS - continued

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).

GENERAL PROGRAM REQUIREMENTS - continued

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.

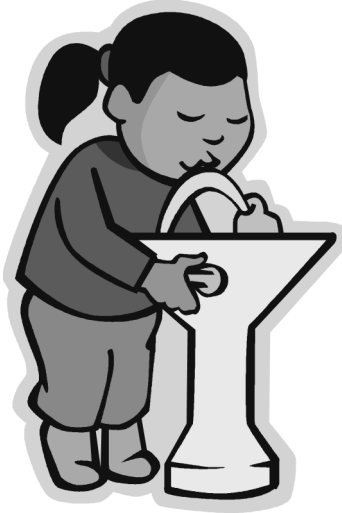
GENERAL PROGRAM REQUIREMENTS - continued

- 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 for more tax information).

Major Holidays are:

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

Child & Adult Care Food Program Water Requirements



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)



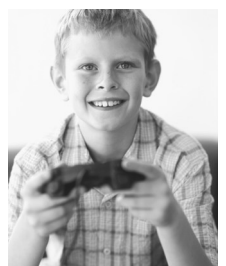
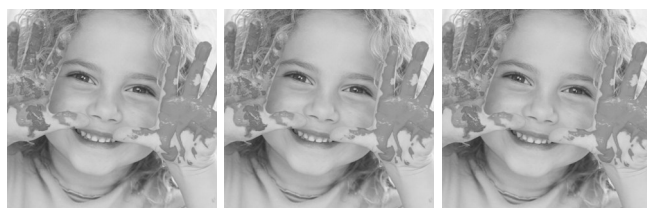
13 children

(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

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!*



SAFETY AND SANITATION CHECK LIST

- ☑ 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.



PROGRAM POLICIES

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 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.

PROGRAM POLICIES - continued

- 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.

SERVING FAMILY STYLE

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) OR 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) OR 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.

FEEDING INFANTS 0 THROUGH 11 MONTHS

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.

FEEDING INFANTS 0 THROUGH 11 MONTHS - continued

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.

FEEDING INFANTS 0 THROUGH 11 MONTHS - continued

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

FEEDING INFANTS 0 THROUGH 11 MONTHS - continued

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 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce).)
- 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
BREAKFAST	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) - Whole Grain or Enriched 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)	1/2 ounce equivalent 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	1/2 ounce equivalent 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	1 ounce equivalent 1 slice 1 serving 1/2 cup 1 cup 1 1/4 cup 1/4 cup
LUNCH/DINNER	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) - Whole Grain or Enriched Bread Biscuit/Roll/Muffin/Cornbread Cooked Cereal, pasta, noodle products, or cereal grains (f)	1/2 ounce equivalent 1/2 slice 1/2 serving 1/4 cup	1/2 ounce equivalent 1/2 slice 1/2 serving 1/4 cup	1 ounce equivalent 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. 1/2 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
AM or PM SNACK (select two of these five components)	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) - Whole Grain or Enriched 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)	1/2 ounce equivalent 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	1/2 ounce equivalent 1/2 slice 1/2 serving 1/4 cup 1/2 cup 3/4 cup 1/8 cup	1 ounce equivalent 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) Children 12 through 23 months of age must be served unflavored whole cow's milk. Children ages 2 years and older may be served unflavored whole, reduced-fat (2%), low-fat (1%), or fat-free (skim) milk.
- (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.

FEEDING CHILDREN 1-12 YEARS OF AGE

MILK

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

The following milks are reimbursable on CACFP:

Unflavored whole milk is required for children 12 months to 23 months old

Children 2 years and older may have;

- Unflavored whole milk
- Unflavored reduced-fat (2%) milk
- Unflavored low-fat (1%) milk
- Unflavored fat-free (skim) milk

Lactose Free Milk

- May be served when it meets the applicable milk requirements for the child's age.
- For children 12–23 months, it must be unflavored whole milk.
- For children 2 years and older, it must be unflavored whole, 2%, 1%, or fat-free milk.

Goat's Milk

May be served if it is **pasteurized** and meets the applicable milk requirements for the child's age.

- For children 12–23 months, unflavored whole goat's milk is required.
- For children 2 years and older, unflavored whole, 2%, 1%, or fat-free goat's milk may be served, when it meets CACFP requirements.

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
- Oat milk
- All sweetened milks per California Community Care Licensing (AB 2084)
- Unpasteurized milk
- Flax, coconut or other milk substitutes
- Powdered milk

FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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 (no more than 21.2 grams of added sugars per 100 grams of dry cereal). 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.

FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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...



FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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
--------------------------	---------------------------	--------------------------

FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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.

FEEDING CHILDREN 1-12 YEARS OF AGE - continued

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.

YOU CAN HELP PREVENT CHOKING

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:

Firm, smooth, or slippery foods that slide down the throat	Small, dry, or hard foods that are difficult to chew and easy to swallow whole	Sticky or tough foods that do not break apart easily and are hard to remove from the airway
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	
Serving size ¾ 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	

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.

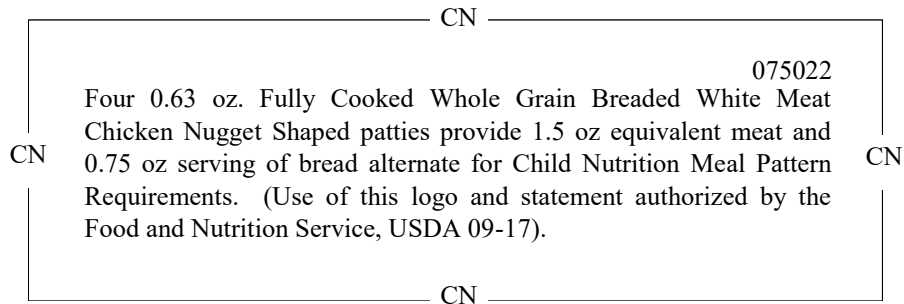
Serving Size*	Sugars
If the serving size is:	Sugars cannot be more than:
12-16 grams	3 grams
26-30 grams	6 grams
31-35 grams	7 grams
45-49 grams	10 grams
55-58 grams	12 grams
59-63 grams	13 grams
74-77 grams	16 grams

(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**

WHAT IS A “CN” LABEL?

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, **cnpssc.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



WHAT'S IN MY SANDWICH...?

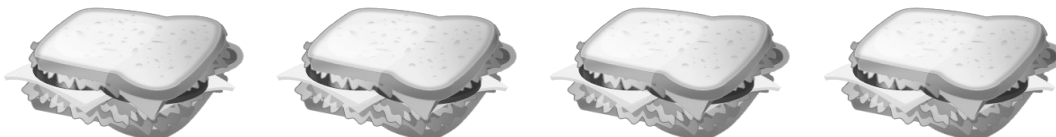
Did you know that most deli meats including hotdogs (whether bought by the pound in the deli section or pre-packaged in the refrigerated section of your grocery store) are not allowable on the Child & Adult Care Food Program?

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.

Examples of Binders and Extenders • Carrageenan (a byproduct of algae or seaweed) • Cereal, cereal flours, bread crumbs • Starchy vegetable flour • Dried milk • Calcium reduced dried skim milk • Soy protein concentrate, soy flour • Isolated soy protein, milk protein • Sodium caseinate • Dry or dried whey • Food legumes (beans, peas, lentils) • Roots and tubers • Water or broth	Examples of Binders and Extenders (continued) • Polysaccharides • Gelatin, wheat gluten, tapioca Examples of By Products • Stomachs and snouts • Tripe • Hearts • Tongues, lips • Fats, fatty tissue • Spleen
--	---

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 2nd 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.

NON-REIMBURSABLE FOODS

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

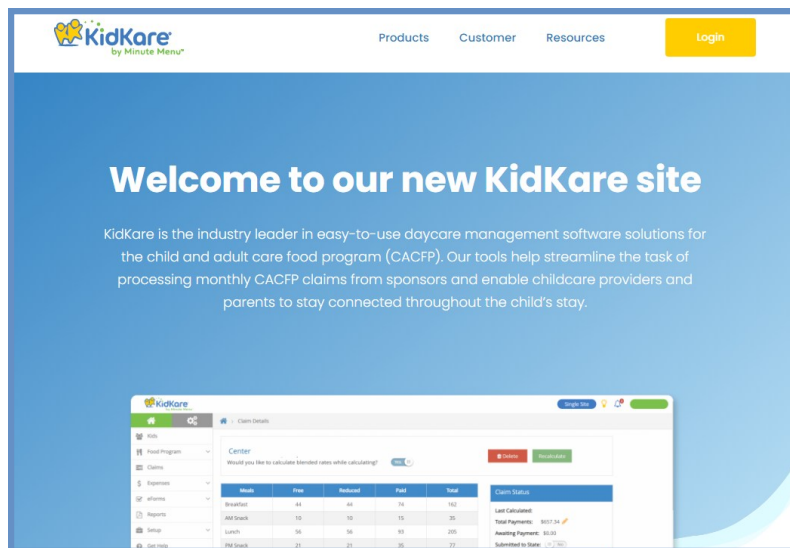
- ♦ Acorns, chestnuts
- ♦ Bacon
- ♦ Banana chips
- ♦ Bread stuffing (commercially prepared, e.g., *StoveTop*)
- ♦ Candies
- ♦ Grain based desert items; Cakes, Brownies, Pies, Gingerbread, and any other dessert item
- ♦ Can soups, can macaroni products (*Spaghetti-Os*, *Ravioli*, etc.)
- ♦ Cereals containing *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)

KIDKARE INSTRUCTIONS

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. 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 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 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.

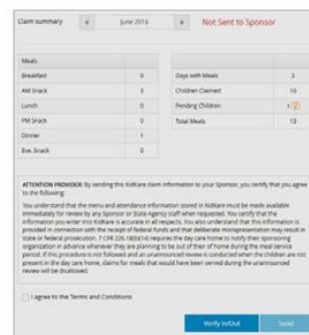
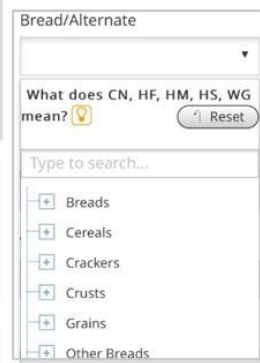
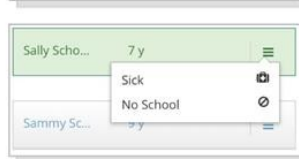
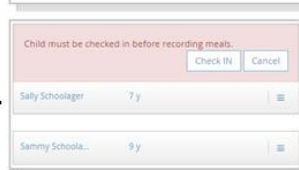
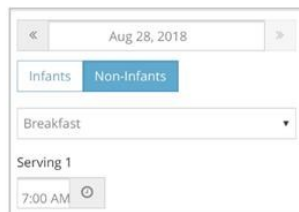
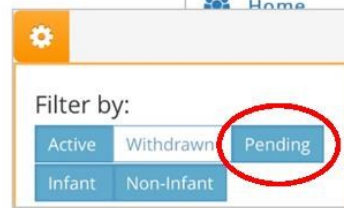
Check out the many other features of KidKare!

- **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.

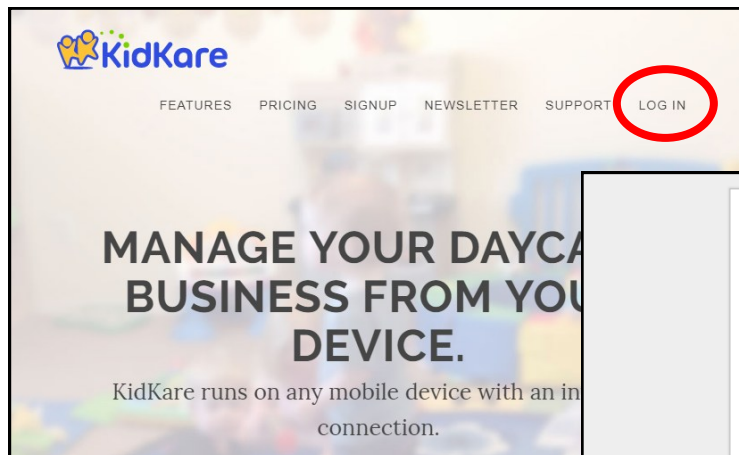
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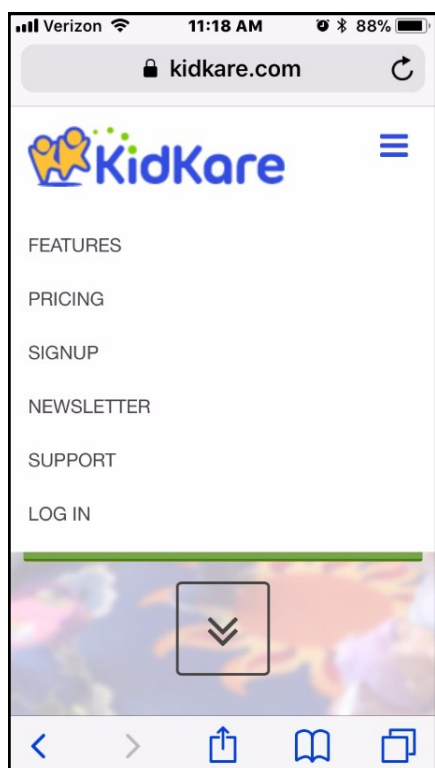
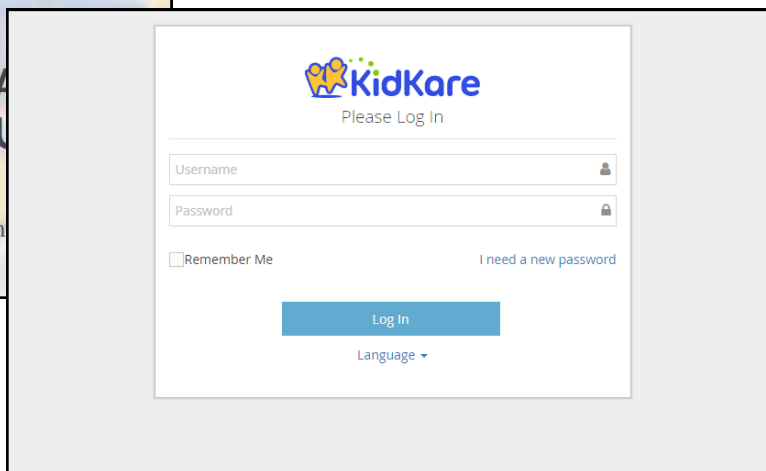
LOG IN TO KIDKARE

Point your browser to www.kidkare.com then click “Log In”.

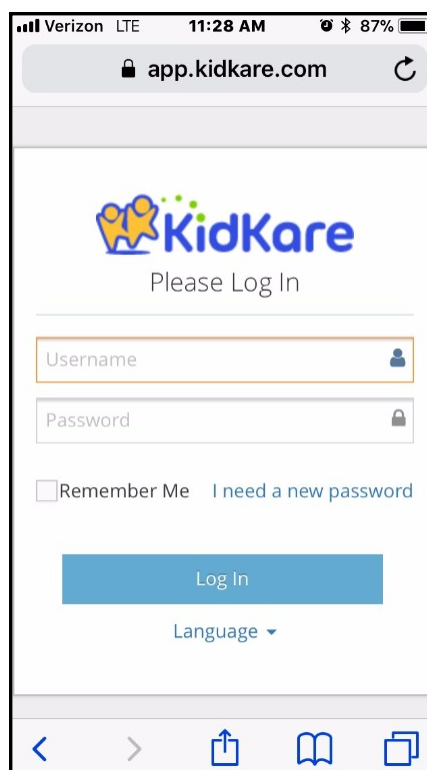
On your computer it's in the upper right of the screen.



Then just fill in your username/password

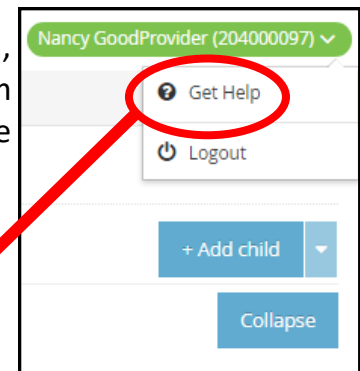


On your tablet or smart phone you may need to tap on the Menu Icon  to see the Log In option



FINDING HELP

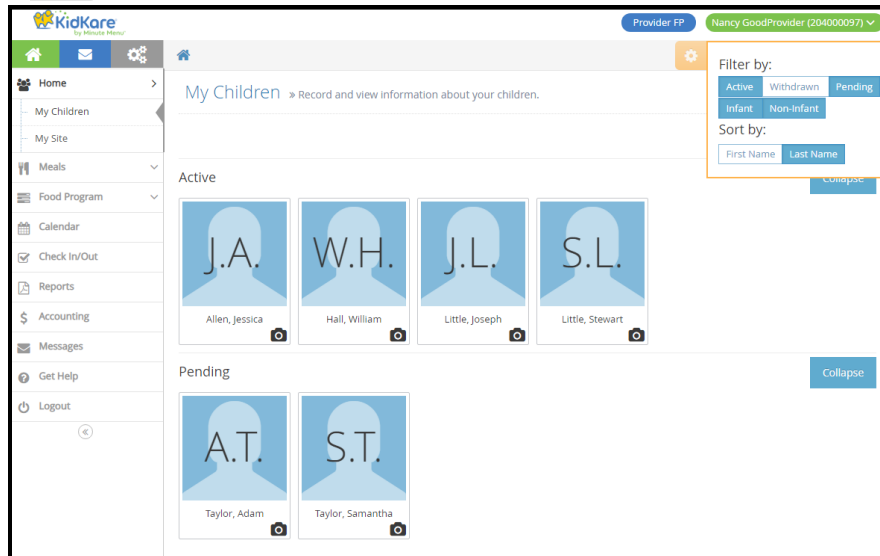
KidKare Knowledge Base website is packed with helpful information, videos, and Webinars. To quickly get to the Knowledge Base from KidKare, click on your name in the upper left corner of the screen, then click Get Help.



A screenshot of the KidKare Knowledge Base homepage. The top navigation bar includes the KidKare logo, 'Home', 'Providers' (highlighted), 'Centers', 'Parents', 'Submit a Ticket', and a 'LOGIN' button. Below the navigation bar is a 'Welcome to the KidKare Knowledge Base' message. A search bar with the placeholder 'Search for articles...' is present. The main content area is divided into sections: 'Home Providers' (with links to Getting Started, My Kids, My Site, eForms, Meals, Food Program, Calendar, Check In/Out, Reports, Accounting, Videos, Resources), 'Centers', and 'Parents'. A 'System Status' section on the right includes a 'Webinar Schedule' and 'Support Hours'. A 'Can't find an answer?' section with a 'Submit a ticket here' link is also present. A 'Select Language' dropdown is at the bottom right.

MY KIDS PAGE

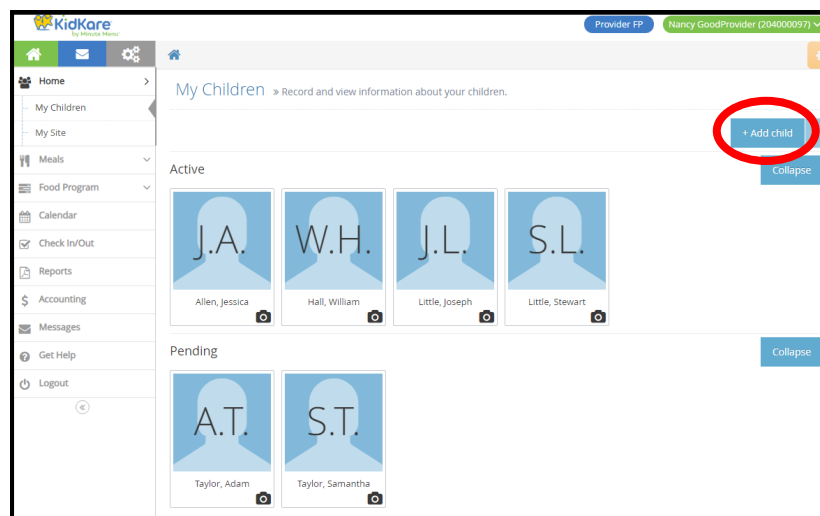
The first page you will see is My Kids. Here you will see children who are already enrolled. If no children that you have enrolled are showing you may need to change the filter. Click on the Settings Icon  on the top right, then click “Active” and “Pending”.



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



ENROLLING CHILDREN (continued)

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: GoodProvider, Nancy #000097 130 ABC ST Anywhereville CA 924000000	Phone: (951) 555-9876 Monitor: NancyCharland(11) Tier:	CHILD ENROLLMENT REPORT	Food Program Sponsoring Agency: Child Nutrition Program of Southern California 7777 Alvarado Road, Suite 422 La Mesa CA 919420000 (619) 465-2695
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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: _____ ID#: **0097**

Provider's Signature: _____

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. 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. This institution is an equal opportunity provider.

UPDATING ENROLLMENT INFORMATION

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 of the card is a blue link labeled 'Enrollment Form'. Two red arrows point from the left side of the page to the 'Withdraw' button and the 'Enrollment Form' link, with the labels 'Withdraw' and 'Enrollment Form' respectively.

RECORD A MEAL (NON- INFANTS)

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.

The screenshot displays the 'Enter Meal' interface in the KidKare system. The left sidebar contains navigation links: Home, Meals, Food Program, Calendar, Check In/Out, Reports, Accounting, Messages, Get Help, and Logout. The main content area is titled 'Meals > Enter Meal' and shows the date '12/08/2020' and meal type 'Lunch'. The 'Non-Infants' tab is selected. The meal components are listed as follows:

Component	Selected Item
Meat/Alternate	Beef Ground (002)
Bread/Alternate	Flour Tortillas (085)
Is this whole grain-rich?	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)

Below the meal components, a section titled 'Am I serving enough food?' lists children with their ages. A red arrow points to the 'Little, Joseph' row, which has a dropdown menu open showing 'Sick' and 'No School' options.

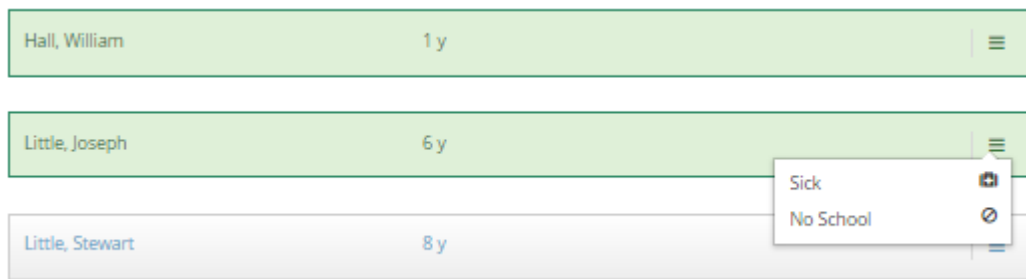
Child Name	Age
Allen, Jessica	3 y
Hall, William	1 y
Little, Joseph	6 y
Little, Stewart	8 y
Taylor, Adam	1 y
Taylor, Samantha	3 y

At the bottom right, there are 'Save' and 'Delete' buttons.

DOCUMENTING SCHOOL OUT DAYS

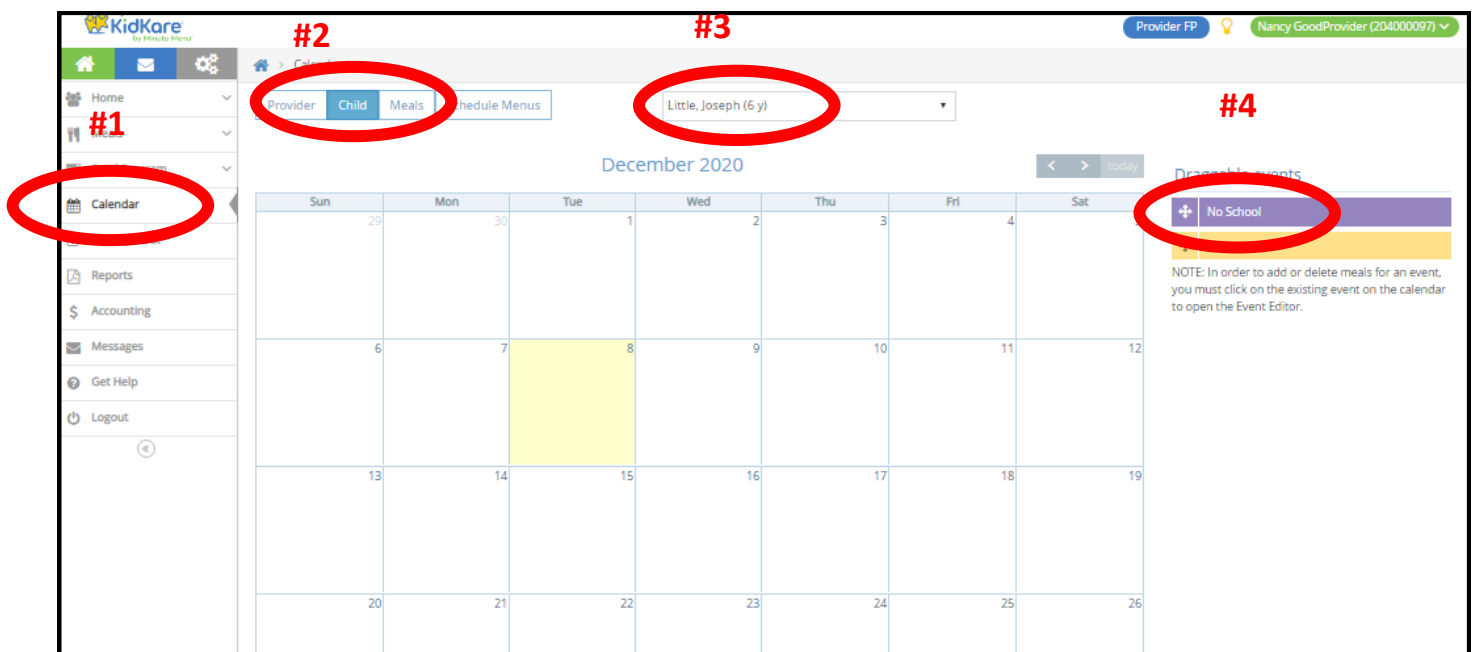
Document school out days for all school-age children (5 years +) and children attending Kindergarten, Transitional Kindergarten (TK), Preschool, and Head Start (away from the provider's home). If you serve a child on a weekday while the child would normally be in school, there is usually a reason for 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



RECORD A MEAL (INFANTS)

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 links: 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

REVIEWING YOUR CLAIM SUMMARY AND ERRORS REPORT

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 12th 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

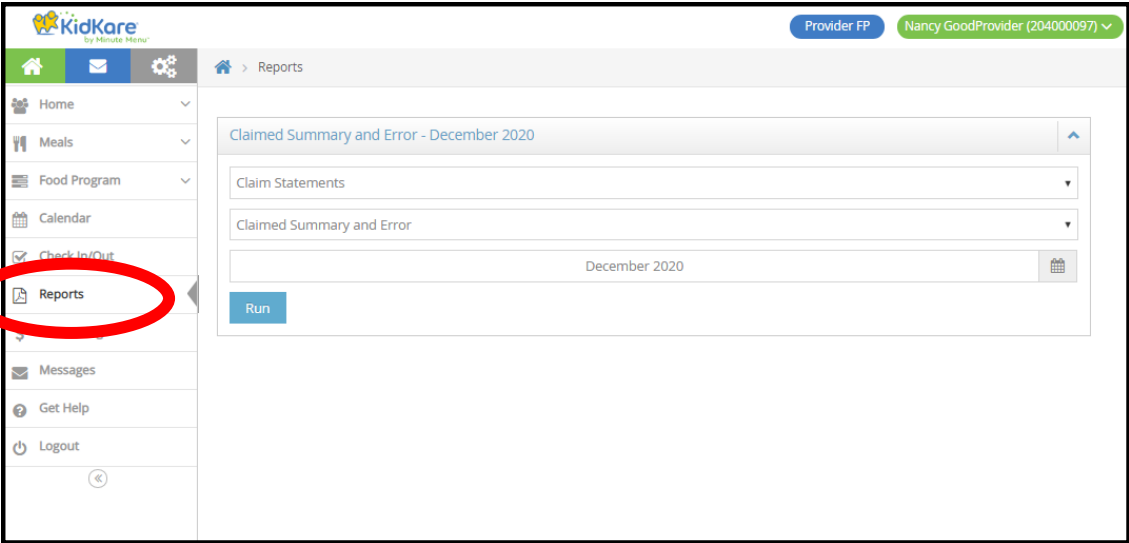
Click on the Reports tab on the left side of the screen

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



The screenshot displays the KidKare web application interface. On the left is a vertical navigation menu with icons and labels for Home, Meals, Food Program, Calendar, Check In/Out, Reports, Messages, Get Help, and Logout. The 'Reports' option is circled in red. The main content area is titled 'Reports' and shows a sub-header 'Claimed Summary and Error - December 2020'. Below this, there are two dropdown menus: 'Claim Statements' and 'Claimed Summary and Error'. A date selector shows 'December 2020' with a calendar icon. A blue 'Run' button is positioned at the bottom of the form area. The top right of the interface shows the user is logged in as 'Nancy GoodProvider (204000097)'.

Child Nutrition Program of Southern California

Meat/Alt		
Beef		51 Turkey Franks *
4 Beef Bologna *		52 Turkey Ground
1 Beef Franks *		53 Turkey Ham *
2 Beef Ground		54 Turkey Kielbasa *
3 Beef Liver (I)		Lamb
10 Chuck Roast		120 Lamb
11 Corned Beef		Dried Beans / Legumes
13 Pot Roast		58 Baked Beans
14 Roast Beef		61 Black Beans
15 Round Steak		62 Chili Beans
17 Stew Meat - Beef		63 Garbanzo Beans / Chick Peas
18 Veal		64 Great Northern Beans
Chicken		65 Lima Beans
20 Chicken (breast, thigh, leg, wings)		66 Mung Beans
22 Chicken Franks *		67 Navy Beans
23 Chicken Ground		68 Pinto Beans
25 Chicken Liver		70 Pork N Beans
Seafood		71 Red / Kidney Beans
31 Catfish *		72 Refried Beans
32 Clams *		73 Soybeans
33 Crab (No Imitation) *		Dried Peas
34 Fish *		74 Blackeyed Peas
35 Fish Sticks (CN Label Only) *		75 Dried Green / Yellow Peas
36 Salmon *		76 Lentils
37 Shrimp/ Shellfish *		Cheeses
38 Tuna		80 Cheddar Cheese
Pork		82 Colby Cheese
40 Canadian Bacon *		83 Cottage Cheese
41 Ham		78 Deluxe American Cheese or 100% cheese
42 Pork Chops		85 Lowfat Cheese
43 Pork Ground		86 Mozzarella Cheese
46 Pork Kielbasa *		87 Ricotta Cheese
45 Pork Roast		88 String Cheese
47 Sausage - Pork *		101 Swiss Cheese
48 Spare Ribs *		Eggs
Turkey		102 Egg
60 Turkey (breast, thigh, leg, wings) (I)		Peanut Butter
		103 Peanut Butter * SN

Legend:	CN	Must Have CN label	HF	High Fat
	DBL	Double Portion Required	HM	Homemade
	*	Disallowed for Infants 6-11 months	HS	High Salt
	~	Disallowed for Non-Infants	A	Vitamin A
	BR	Breakfast Only	C	Vitamin C
	BR/SN	Breakfast or Snack Only	I	Iron
	SN	Snack Only	+	Allow But Warn
	WG	Whole Grain-Rich		

Child Nutrition Program of Southern California

Meat/Alt

Peanut Butter

- 106 **Peanut Butter & Beans ***
- 104 **Peanut Butter & Cheese/Cottage Cheese ***
- 105 **Peanut Butter & Egg ***
- 107 **Peanut Butter & Meat ***
- 100 **Peanut Butter and Yogurt ***

Yogurt

- 108 **Yogurt - Dairy**

Nuts or Seeds

- 113 **Almonds * SN**
- 114 **Cashews * SN HF**
- 115 **Pecans * SN**
- 110 **Pumpkin Seeds * SN**
- 112 **Sesame Seeds * SN**
- 111 **Sunflower Seeds * SN**
- 116 **Walnuts * SN**

Brd/Alt

Breads

- 1 **Bagel**
- 2 **Biscuits**
- 3 **Bread Sticks**
- 5 **Cornbread**
- 7 **Croissants**
- 10 **Dumplings**
- 11 **English Muffin**
- 100 **Fish Sticks Breading (CN Label Only) WG ***
- 12 **Flat Bread**
- 13 **French Bread**
- 14 **French Toast**
- 15 **Hamburger Buns**
- 16 **Hawaiian Bread**
- 17 **Hot Dog Buns**
- 20 **Italian Bread**
- 23 **Pita Bread**
- 53 **Pizza Crust ***
- 25 **Pumpnickel Bread**
- 26 **Rolls**

- 27 **Rye Bread**
- 28 **Sourdough Bread**
- 32 **White Bread**
- 31 **Whole Wheat Bread WG**

Cereals

- 133 **Corn Chex WG**
- 134 **Corn Flakes**
- 221 **Cream of Rice**
- 222 **Cream of Wheat Whole Grain WG WG ***
- 136 **Crispix**
- 57 **Farina**
- 143 **Great Grains * (I)**
- 223 **Grits - Whole Or Enriched**
- 174 **Kellogg's Special K - Original**
- 148 **Kix - Regular & Honey WG WG**
- 150 **Life - Original WG WG**
- 224 **Malt-o-Meal - Original (Hot only)**
- 21 **Oatmeal - Unsweetened WG WG**
- 120 **Post Bran Flakes WG WG**
- 145 **Post Honey Bunches of Oats**
- 162 **Quaker Oat Bran * (I)**
- 234 **Quaker Oatmeal Squares - Brown Sugar WG WG * (I)**
- 167 **Rice Chex WG WG**
- 168 **Rice Crispies**
- 171 **Shredded Wheat WG WG**
- 178 **Total WG WG**
- 184 **Wheat Chex WG WG**
- 185 **Wheaties WG WG**

Crackers

- 265 **Animal Crackers**
- 245 **Cheese Nips**
- 243 **Cheeze-it Crackers**
- 231 **Club Crackers**
- 240 **Goldfish Crackers**
- 45 **Graham Crackers**
- 232 **Hi Ho / Ritz Crackers**
- 46 **Melba Toast**

Legend:	CN	Must Have CN label	HF	High Fat
	DBL	Double Portion Required	HM	Homemade
	*	Disallowed for Infants 6-11 months	HS	High Salt
	~	Disallowed for Non-Infants	A	Vitamin A
	BR	Breakfast Only	C	Vitamin C
	BR/SN	Breakfast or Snack Only	I	Iron
	SN	Snack Only	+	Allow But Warn
	WG	Whole Grain-Rich		

Child Nutrition Program of Southern California

Brd/Alt			
Crackers		101	Apple Bread
233	Oyster Crackers	102	Apricot Bread
113	Pretzel - Soft or Hard (I)	103	Banana Bread
47	Saltine Crackers	104	Blueberry Muffins *
48	Snack Crackers	105	Carrot Bread
242	Triscuits WG WG	106	Date Nut Bread
50	Wheat Crackers	108	Pumpkin Bread
241	Wheat Thins Original 100% Whole Grain WG	110	Raisin Bread
51	Zwieback Toast (I)	111	Zucchini Bread
Crusts		Other Breads	
52	Pie Crust, Meat Pie / Quiche Only * HF	112	Pancakes / Waffles * (I)
Grains		114	Stuffing/Dressing HM
54	Barley WG	Veg/Frt/Juice	
55	Bulgar	Fruits	
56	Couscous	1	Apples
60	Millet WG	2	Applesauce
61	Oats WG	3	Apricots
127	Quinoa WG *	4	Bananas
Pasta or Noodles		5	Blackberries
63	Egg Noodles -Enriched *	6	Blueberries
68	Enriched Pasta *	7	Boysenberries
64	Fideo *	10	Cantaloupe
65	Lasagna Noodles *	11	Cherries
66	Macaroni Noodles *	12	Cranberries - Fresh Only *
72	Spaghetti Noodles *	14	Dates *
73	Vermicelli Noodles *	15	Figs *
74	Whole Grain Pasta WG *	17	Fruit Cocktail
Rice		21	Grapefruit
75	Brown Rice WG	22	Grapes *
82	White Rice - Enriched	23	Guava
83	Wild Rice WG *	24	Honeydew Melon
Tortillas		25	Kiwi
84	Corn Tortillas *	26	Mandarin Oranges
85	Flour Tortillas * (I)	27	Mangos
86	Taco Shell *	28	Marionberries
4	Whole Wheat Tortilla WG *	30	Nectarines
Veg or Fruit Breads		31	Oranges
		32	Papaya

Legend:	CN	Must Have CN label	HF	High Fat
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	SN	Snack Only	+	Allow But Warn
	WG	Whole Grain-Rich		

Child Nutrition Program of Southern California

Veg/Frt/Juice		
Fruits		
33	Peaches	
34	Pears	
35	Persimmons	
36	Pineapple	
37	Plums	
38	Prunes	
40	Raisins *	
41	Raspberries	
43	Star fruit	
44	Strawberries	
45	Tangerines	
46	Ugli Fruit / Tangelo	
47	Watermelon	
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	
58	Carrot Juice * BR/SN	
60	Cherry Juice * BR/SN (A)	
81	Cranberry Juice (100% Juice) * BR/SN	
82	Cranberry-Apple Juice (100% Juice) * BR/SN	
83	Cranberry-Grape Juice (100% Juice) * BR/SN	
84	Cranberry-Raspberry Juice (100% Juice) * BR/SN	
61	Grape Juice * BR/SN (C)	
62	Grapefruit Juice * BR/SN (C)	
63	Mixed Juice * BR/SN	
64	Orange Juice * BR/SN	
65	Orange-Banana Juice * BR/SN	
66	Orange-Pineapple Juice * BR/SN	
67	Peach Juice * BR/SN	
68	Pear-Apple Juice * BR/SN	
70	Pear-Grape Juice * BR/SN	
71	Pineapple Juice * BR/SN	
72	Popsicles, 100% Juice & HM * SN	
73	Prune Juice * BR/SN	
74	Punch Juicy Juice * BR/SN	
75	Raspberry Juice * BR/SN	
76	Strawberry Juice * BR/SN	
77	Tangerine Juice * BR/SN	
78	Tomato Juice * BR/SN	
80	Tropical Juicy Juice * BR/SN	
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	Broccoflower	
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	

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	BR/SN	Breakfast or Snack Only	I	Iron
	SN	Snack Only	+	Allow But Warn
	WG	Whole Grain-Rich		

Child Nutrition Program of Southern California

Veg/Frt/Juice		
Vegetables		
183	Green Peas	238 Tater Tots
185	Green Salad *	241 Tomato Paste
243	Greens, Turnip	242 Tomato Sauce
187	Hummus	240 Tomatoes
200	Jicama	245 Wax / Yellow Beans
201	Kale	246 White Squash
203	Leeks	247 Yellow Squash
204	Lentils	248 Zucchini Squash
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	
223	Plantains	
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	

Milk

Milk

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

Infant Only

Infant Eggs / Meats

- 211 Infant Beef ~ (I)
 212 Infant Chicken ~ (I)
 210 Infant Egg ~
 213 Infant Ham ~ (I)
 214 Infant Lamb ~ (I)
 215 Infant Turkey ~ (I)
 216 Infant Veal ~ (I)

Infant Milk / Formula

- 11 Breast Milk / Iron Fort. Infant Formula ~ (A)
 13 Parent Supplied Formula ~
 12 Special Provision (Dr statement reqd) ~

Legend:	CN	Must Have CN label	HF	High Fat
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	BR/SN	Breakfast or Snack Only	I	Iron
	SN	Snack Only	+	Allow But Warn
	WG	Whole Grain-Rich		

MILK...

Part of a Healthy Eating Pattern

Drinking milk is an important habit for young children and serving them milk at meals is a CACFP requirement

Each sip of milk is loaded with essential nutrients needed for growth and development. Milk is high in protein, calcium, potassium, and vitamin D.

Dairy milk delivers more!

- Builds strong bones and teeth
- Contains high-quality protein to help children grow and build strong muscles
- Keeps you fuller between meals and snacks
- Reduces risk of developing type 2 diabetes¹

CACFP Creditable Milk

All of these types of milk are equally wholesome and safe to drink. Whole milk is only creditable for 1 year olds. Whole, reduced-fat, low-fat and fat-free milk are only creditable for ages 2 and older. Lactose-free milk is creditable for all ages 1 and older.



Whole Milk



2% Reduced-Fat Milk



1% Low-Fat Milk



Fat-Free Milk



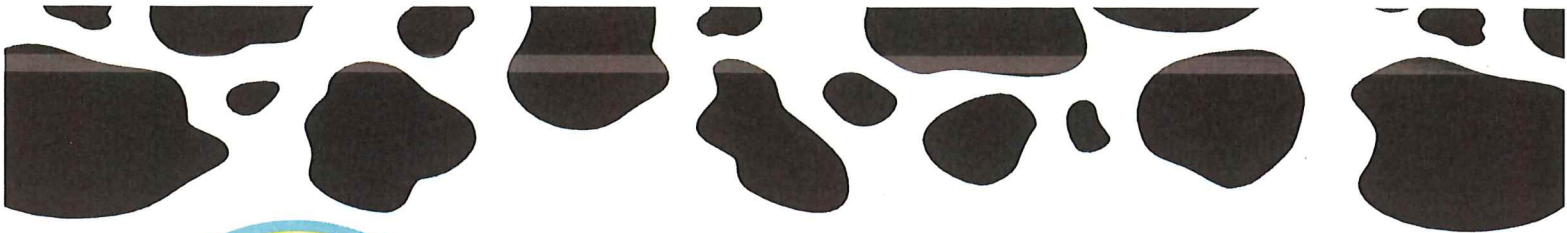
Lactose-Free Milk

Low-fat and fat-free milk have all the same essential nutrients found in whole milk, but with less fat. No water is added.

Not all 'milk' is the same. Drinks made with nuts, rice, or coconuts often contain little or no protein. Non-dairy beverages that are not nutritionally equivalent to cow's milk are not a creditable replacement for milk in the CACFP.

¹ref: 1 Drouin-Chartier, JP et al., 2016





One Year
Whole Milk
(unflavored)



2-5 Years
Whole, 2%, 1% or Fat-Free
(unflavored)



6 & Older
Whole, 2%, 1% or Fat-Free

The Truth About Dairy Milk

- 1** Milk is an important beverage for nutrients and hydration, even when your child has a cold.
- 2** Milk is a natural, fresh product that comes from cows, traveling from a local dairy farm to your grocery store in about two days.
- 3** In pasteurized milk, natural hormones and bacteria are destroyed or are broken down and do not enter the body.

Don't kids need fat to be healthy?

Yes, children ages 12 months through 23 months need fat for brain and nerve growth and development. After age 2, children need less fat in their diet as growth slows significantly.

Isn't whole milk more nutritious than low-fat?

Low-fat milk is equally nutritious as whole milk. Key nutrients in milk like vitamin A, vitamin D and calcium are the same or a little higher in 1% and fat-free milk compared to whole milk.

I'm concerned if I offer low-fat milk my kids won't drink it.

It is surprising how easily most children make the transition from whole milk to 1% or fat-free. Serving milk very cold may be the key to the transition.

Are soy beverages creditable?

Some fortified soy beverages may be creditable and served in the CACFP when the parent has submitted a written request and the soy beverage is nutritionally equivalent to cow's milk.

CACFP in the Know

- For newborn through 11 months, breastmilk and iron-fortified formula are reimbursable. Breastmilk is allowed for children of any age in the CACFP.
- Between the ages of 12 months and 13 months, iron-fortified formula may be served to children to help with the transition to whole milk.
- Many non-dairy beverages may only be served when there is a medical statement on file. Contact your sponsoring organization or state agency for more information.
- Flavored milk is not allowed for children 5 years old and younger.*
- Lactose-free and organic milk are reimbursable without a written request.



Learn more about healthy eating
at HealthyEating.org.



Visit cacfp.org
for more helpful tools.



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.

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



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.

Yummy Brand Cereal

Nutrition Facts	
15 servings per container	
Serving size ¾ 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 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.



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:

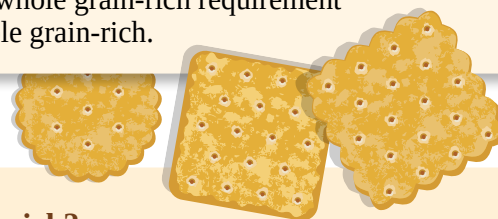
- ✓ You do not have to serve a grain component at snack. But if you do, it must be whole grain-rich.

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.

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
☐ Oatmeal* ☐ Whole Grain-Rich Pancakes or Waffles ☐ Toast Made with Whole-Wheat Bread ☐ Whole Grain-Rich English Muffin, Bagel, or Biscuit ☐ Whole Grain-Rich Muffin ☐ Whole Grain-Rich Cereal*	☐ Whole-Wheat Macaroni or Spaghetti ☐ Brown Rice ☐ Quinoa ☐ Bulgur ☐ Wild Rice ☐ Whole-Wheat Bun or Roll ☐ Whole Grain-Rich Pizza Crust ☐ Whole Grain-Rich Tortilla	☐ Whole Grain-Rich Crackers ☐ Whole Grain-Rich Pita Triangles ☐ Whole Grain-Rich Cereal Mix* ☐ Whole Grain-Rich Pretzels ☐ Rice Cakes Made with Brown Rice ☐ Whole Grain-Rich Banana Bread ☐ 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.”

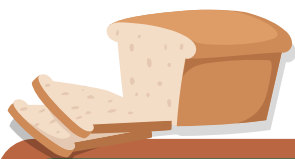


Adding a fun grain icon or picture next to whole grain-rich foods.



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. The pretzels in this snack are enriched, not whole grain-rich, so this snack does not meet the requirement.



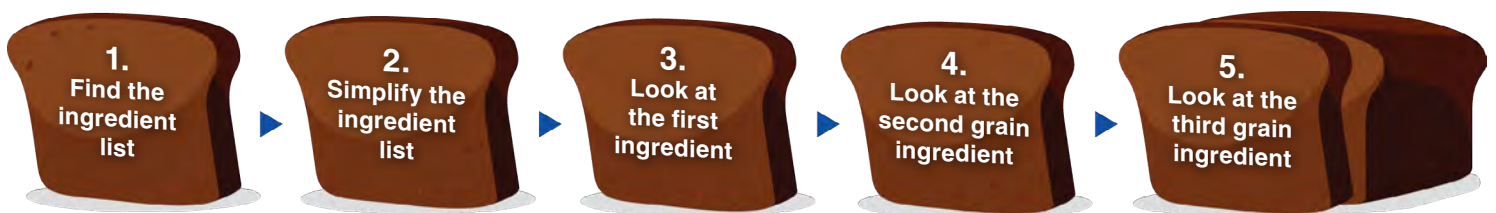
Identifying Whole Grain-Rich Foods for the Child and Adult Care Food Program Using the Ingredient List

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

Enriched Grain Ingredients

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

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 | • Rice bran | • Wheat bran |
| • Oat bran | • Rye bran | • Wheat germ |

Non-Creditable Grains or Flours

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

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



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)¹, water, flour blend (graham flour, enriched wheat flour, enriched corn flour, wheat bran)², 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 oats¹, corn flour, sugar, salt, tripotassium phosphate, vitamin E. **Vitamins and Minerals**²: 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?

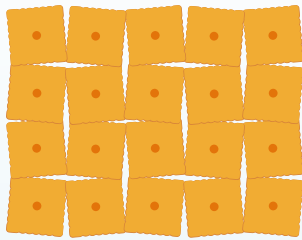
Look for the words “fortified” on the food package. You can also look at the ingredient list to see if it lists any vitamins and minerals that have been added to the product. Cereals that are not fortified would not have any added vitamins and minerals.

- ✓ **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.

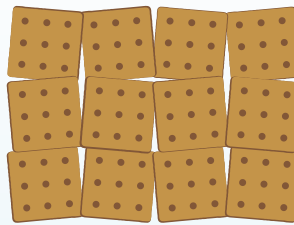
Using Ounce Equivalents for Grains in the Child and Adult Care Food Program

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.

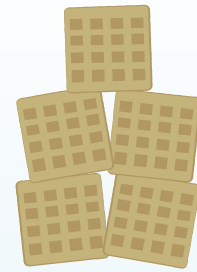
How Much Is 1 Ounce Equivalent?



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



12 thin wheat crackers
(1 ¼" by 1 ¼") = 1 oz. eq.



5 woven whole-wheat crackers
(1 ½" by 1 ½") = 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:

- Find the grain you want to serve under the "Grain Item and Size" column.
- Check if the chart lists a size or weight by the name of the grain. If the chart:
- 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 ¼" by 1 ½"*, then check if the item is the same size, or larger than, this amount. See page 6.

 Grain Item and Size		1- through 5-year-olds at Breakfast, Lunch, Supper, Snack
1- through 5-year-olds at Breakfast, Lunch, Supper, Snack		
Serve at Least ½ oz. eq., which equals about...		
Pita Bread/Round (whole grain-rich or enriched) at least 56 grams*		¼ pita or 14 grams
Popcorn		1 ½ cups or 14 grams
Pretzel, Hard, Mini-Twist (about 1 ¼" by 1 ½")**		7 twists or 11 grams

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
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...

Bagel (entire bagel)
at least 56 grams*

¼ bagel or 14 grams

½ bagel or 28 grams

1 bagel or 56 grams

Bagel, Mini (entire bagel)
at least 28 grams*

½ bagel or 14 grams

1 bagel or 28 grams

2 bagels or 56 grams

Biscuit at least 28 grams*

½ biscuit or 14 grams

1 biscuit or 28 grams

2 biscuits or 56 grams

Bread (whole grain-rich or
enriched) at least 28 grams*

½ slice or 14 grams

1 slice or 28 grams

2 slices or 56 grams

Bun or Roll (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

Cereal Grains (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

Cereal, Ready-to-Eat:
Flakes or Rounds

½ cup or 14 grams

1 cup or 28 grams

2 cups or 56 grams

Cereal, Ready-to-Eat:
Granola

⅓ cup or 14 grams

¼ cup or 28 grams

½ cup or 56 grams

Cereal, Ready-to-Eat:
Puffed

¾ cup or 14 grams

1 ¼ cup or 28 grams

2 ½ cups or 56 grams

Corn Muffin
at least 34 grams*

½ muffin or 17 grams

1 muffin or 34 grams

2 muffins or 68 grams

Cracker, Animal
(about 1 ½" by 1")**

8 crackers or 14 grams

15 crackers or 28 grams

30 crackers (~1 cup)
or 56 grams

Cracker, Bear-Shaped,
Sweet (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

Cracker, Cheese, Square,
Savory (about 1" by 1")**

10 crackers or 11 grams

20 crackers (~⅓ cup)
or 22 grams

40 crackers (~⅔ cup)
or 44 grams

Cracker, Fish-Shaped
or Similar, Savory
(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 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...
Cracker, Graham (about 5" by 2 ½")**	1 cracker or 14 grams	2 crackers or 28 grams	4 crackers or 56 grams
Cracker, Round, Savory (about 1 ¾" across)**	4 crackers or 11 grams	7 crackers or 22 grams	14 crackers or 44 grams
Cracker, Saltine (about 2" by 2")**	4 crackers or 11 grams	8 crackers or 22 grams	16 crackers or 44 grams
Cracker, Thin Wheat, Square, Savory (about 1 ¼" by 1 ¼")**	6 crackers or 11 grams	12 crackers or 22 grams	23 crackers or 44 grams
Cracker, Woven Whole-Wheat, Square, Savory (about 1 ½" by 1 ½")**	3 crackers or 11 grams	5 crackers or 22 grams	10 crackers or 44 grams
Croissant at least 34 grams*	½ croissant or 17 grams	1 croissant or 34 grams	2 croissants or 68 grams
English Muffin (top and bottom) at least 56 grams*	¼ muffin or 14 grams	½ muffin or 28 grams	1 muffin or 56 grams
French Toast Stick at least 18 grams*	2 sticks or 35 grams	4 sticks or 69 grams	8 sticks or 138 grams
Grits	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
Melba Toast (about 3 ½" by 1 ½")**	2 pieces or 11 grams	5 pieces or 22 grams	8 pieces or 44 grams
Muffin and Quick Bread (banana, etc.) at least 55 grams*	½ muffin/slice or 28 grams	1 muffin/slice or 55 grams	2 muffins/slices or 110 grams
Oatmeal	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
Pancake 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.

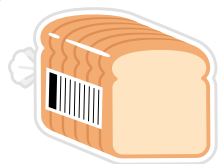
Grains Measuring Chart for the Child and Adult Care Food Program

 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...
Pasta (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
Pita Bread/Round (whole grain-rich or enriched) at least 56 grams*	¼ pita or 14 grams	½ pita or 28 grams	1 pita or 56 grams
Popcorn	1 ½ cups or 14 grams	3 cups or 28 grams	6 cups or 56 grams
Pretzel, Hard, Mini-Twist (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
Pretzel, Hard, Thin Stick (about 2 ½" long)**	16 sticks or 11 grams	31 sticks or 22 grams	62 sticks or 44 grams
Pretzel, Soft at least 56 grams*	¼ pretzel or 14 grams	½ pretzel or 28 grams	1 pretzel or 56 grams
Rice (all types)	¼ cup cooked or 14 grams dry	½ cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
Rice Cake at least 8 grams*	1 ½ cakes or 11 grams	3 cakes or 22 grams	5 ½ cakes or 44 grams
Rice Cake, Mini (about 1 ¾" across)**	7 cakes or 11 grams	13 cakes or 22 grams	25 cakes or 44 grams
Taco or Tostada Shell, Hard at least 14 grams*	1 shell or 14 grams	2 shells or 28 grams	4 shells or 56 grams
Tortilla, Soft, Corn (about 5 ½")**	¾ tortilla or 14 grams	1 ¼ tortillas or 28 grams	2 ½ tortillas or 56 grams
Tortilla, Soft, Flour (about 6")**	½ tortilla or 14 grams	1 tortilla or 28 grams	2 tortillas or 56 grams
Tortilla, Soft, Flour (about 8")**	¼ tortilla or 14 grams	½ tortilla or 28 grams	1 tortilla or 56 grams
Waffle 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:

- 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...
Pancake at least 34 grams*	½ pancake or 17 grams	1 pancake or 34 grams	2 pancakes or 68 grams

- 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.

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

- 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.

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	

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

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?

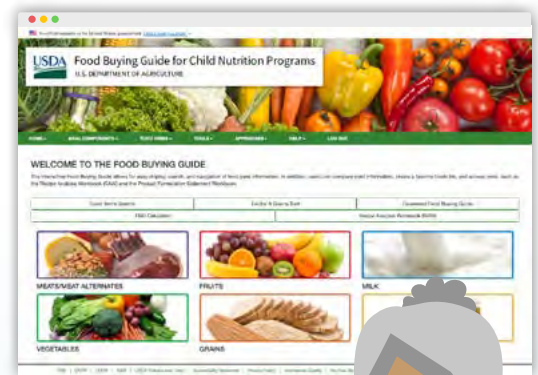
Is the grain item you want to serve:

- 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*.^{*} 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)*^{*} to determine the ounce equivalents per serving for standardized recipes.

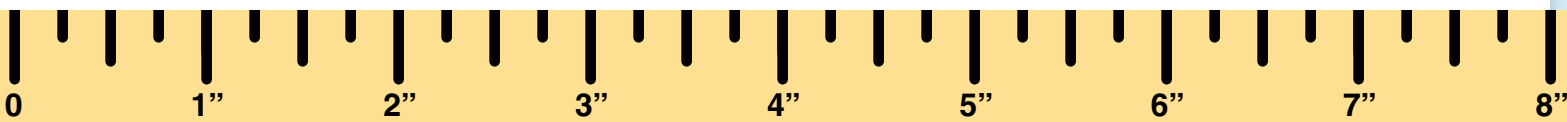
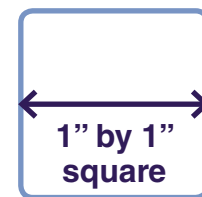
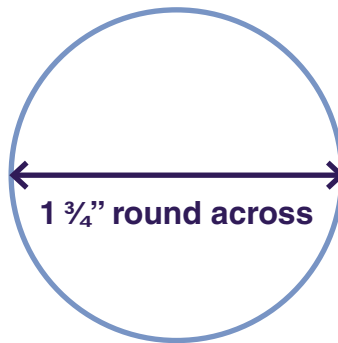
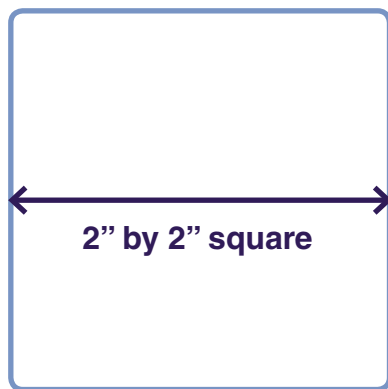
^{*}Available at <https://foodbuyingguide.fns.usda.gov>.



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

Serving size 6 oz (170g)

Amount per serving

Calories 130

% Daily Value*

Total Fat 0g **0%**

Saturated Fat 0g **0%**

Trans Fat 0g

Cholesterol 10mg **3%**

Sodium 65mg **5%**

Total Carbohydrate 17g **6%**

Dietary Fiber 0g **0%**

Total Sugars 14g

Includes 10g Added Sugars **20%**

Protein 14g **28%**

Vitamin D 0mcg **0%**

Calcium 170mg **15%**

Iron 0mg **0%**

Potassium 220mg **4%**

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.





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.



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 $\div$ _____ 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	
Calories	130
% Daily Value*	
Total Fat 0g	0%
Saturated Fat 0g	0%
Trans Fat 0g	
Cholesterol 10mg	3%
Sodium 65mg	5%
Total Carbohydrate 17g	6%
Dietary Fiber 0g	0%
Total Sugars 14g	
Includes 10g Added Sugars	20%
Protein 14g	28%

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. $10 \div 170g = 0.0589$, which is less than 0.0702. If dividing by $\frac{3}{4}$ cup (6 oz) of yogurt, $10 \div 6\text{ oz} = 1.667$, which is less than 2.





WE CAN HELP!



Food Benefits

\$50 – \$100 cash value per person for nutritious foods, loaded monthly onto a CA WIC card and mobile app.



Nutrition

Ongoing nutrition support tailored to your family by trained professionals, like Registered Dietitians and Degreed Nutritionists.



Breastfeeding

Trained breastfeeding counselors share the benefits of breastfeeding and offer practical advice and support.



Referrals

Connection to important resources to raise a family, like healthcare, childcare, housing and parenting support.

ABOUT US

WIC can help your family with extra food. You get a special card that you can use to buy specific foods, like (canned) milk, beans or lentils, and fruits and vegetables.

WIC is for families with babies and children up to 5 years old, and women who are pregnant, breastfeeding or gave birth or lost a pregnancy within the last 6 months. Families must live in California to get WIC in California.

Do you qualify?
Scan this QR code
to see.



2026
TO
2027

Number of people in family **Gross monthly income**

2	\$3,337
3	\$4,212
4	\$5,088
5	\$5,964
6	\$6,839

PODEMOS AYUDAR!



Beneficios

El valor de \$50 – \$100 por persona para comprar comida nutritiva. Se carga cada mes a la tarjeta y aplicación de CA WIC.



Nutrición

Apoyo continuo por profesionales de la nutrición como dietistas registrados y nutricionistas. Nos adaptamos a su familia.



Lactancia

Consejeros de lactancia materna comparten los beneficios de amamantar y ofrecen apoyo y consejos prácticos.



Referencias

Conecciones a recursos importantes para cuidar de su familia, salud, crianza y encontrar un lugar para vivir.

SOBRE NOSOTROS

WIC es un programa especial de nutrición suplementaria para mujeres, bebés y niños. Apoyamos a las mujeres embarazadas, en período de lactancia, posparto hasta 6 meses después del nacimiento, bebés de hasta 1 año, niños de 1 a 5 años y aquellas que recientemente experimentaron la pérdida del embarazo. WIC da la bienvenida a personas recién embarazadas, parejas, abuelos, padres adoptivos, familias militares, migrantes, familias trabajadoras y tutores que cuidan a niños que califican. Para calificar para WIC en California, las familias deben residir en California.

Calificas?

Escanea este código QR para ver los detalles.



2026
A
2027

Miembros de la familia

Ingreso mensual

2	\$3,337
3	\$4,212
4	\$5,088
5	\$5,964
6	\$6,839