

# *Alliance For Children*

## Training Manual

### For Daycare Providers



**Kids Win \* You Win**

This Institution is an equal opportunity provider.

5667 South Redwood Road #5A,  
Taylorsville, Utah 84123



# TABLE OF CONTENTS

AFC General Information.....	3
Mission Statement / CACFP / Civil Rights .....	4
Licensing / Residential Certificate / Relative Care / FFN / AA.....	5-6
Training Requirements .....	7
Determining Tier 1 or Tier 2 / Current Rates.....	8-9
Child Enrollment Process / Sample Form .....	10-11
Meal Time and Places / Field Trips .....	12
Health and Safety .....	13
Cold Storage.....	14-15
CACFP Food Chart / Infant Meal Pattern.....	16-17
Food Requirements.....	18-19
Determining Creditable Milk Substitutes.....	20
Special Diet Statement Information.....	21
Food / Beverage Substitution Form .....	22-23
Whole Grain / Common Whole Grains/Ounce Equivalents.....	24-33
Grain / Yogurt List.....	34
CACFP Sugar Requirements.....	35
Child Nutrition (CN) Labels.....	36-37
Vegetable Ideas.....	38
Meal Service.....	39
Daily Records.....	40
Sign In / Out Sheets Information.....	41
Home Visits.....	42
AFC Binder .....	43
Newsletter / Change of Address / Phone.....	44
Reimbursement Process / Direct Deposit.....	45
Disallowed Meals.....	46
Serious Deficiency.....	47-48
Recipes .....	49-54
KidKare.....	55-57

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## **Our Mission Statement**

To promote good nutrition and a safe, healthy daycare environment for the children of Utah. To provide nutrition education, support, and disburse USDA funds to family daycare providers.

## **The Child Adult Care Food Program (CACFP)**

The CACFP began as a pilot study in the 60's and became fully funded and accessible to all by the late 1970s. The CACFP is a part of the same department that furnishes school lunch, summer food program, and the after school food program. The purpose is to provide quality meals to growing children. It has been proven that children who receive good quality, nutritious meals in sufficient quantities from birth through school age begin school with a distinct advantage over those children who have not had such meals available. The children learn faster, retain the information longer and have fewer behavioral problems. The CACFP also allows daycare providers to provide these kinds of meals to their daycare children at no additional cost to them.

## **Civil Rights**

As a participant of the Child Adult Care Food Program, you agree to serve meals to all attending children equally, regardless of the children's race, color, national origin, age, sex, or disability. You allow all children equal access to services and facilities regardless of the children's race, color, national origin, age, sex, or disability.



**In order to participate on the CACFP**, you must have one of the following options below. Alliance for Children is obligated to follow any changes made by the State of Utah's licensing regulations.



### **State License**

- The maximum allowed number of children in care is 16 children, including the providers' own children, under the age of four. This number may be less than 16, if the Licensee does not have enough square footage (35 square feet per child) for 16 children.
- The Licensee must maintain a ratio of one provider for every eight children in care, including the provider's own children under the age of four.
- There can only be two children under age two in care with one provider, or four children under age two in care with two providers; however, if there are only six children in care, three of them can be under age two.
- The total number of children through age 12 who can be present in the home during child care hours (including the provider's own children) is 12 children with one provider, or 24 children with two providers. Volunteers are not included in the provider to child ratio.

### **Residential Certificate**

- The maximum allowed number of children in care is 8 children, including the provider's own children under the age of four. This number may be less than 8, if the Certificate holder does not have enough square footage (35 square feet per child) for 8 children.
- The Certificate holder must maintain a ratio of one provider for every eight children in care, including children under the age of four. Volunteers are not included in the provider to child ratio.
- There can only be two children under age two in care at any one time.

## **Relative Care Certificate**

- The relative care level of participation will follow current licensing child-to-provider ratios. A total of 8 slots are available counting the provider's own children less than 4 years of age. A maximum of 2 babies under the age of two will be allowed when 8 children are in care and a maximum of 3 babies will be allowed when 6 children are in care. The total number of children through age 12 who can be present in the home during child care hours (including the provider's own children) is **12**. There will be no Group Care level equivalency. All daycare participants must be related and, upon request, the provider must be able to show proof of relationship to the Sponsoring Organization.
- For purposes of qualifying under the Relative Care option, the provider must be related to each child as one of the following: sibling or step-sibling, 18 or over providing care for sibling(s) 12 or under from a separate household, aunt, uncle, grandparent, step-aunt, step-grandparent, great aunt, great uncle or great grandparent.

## **DWS Family Friend & Neighbor (FFN) Approval**

All providers receiving DWS child care subsidy payments have FFN Approval. Please contact our office for details.

## **Alternate Care Approval Certificate**

- Please contact our office for details.



## Training Requirements

Your initial training is done when you enroll with AFC. After that, two hours of food program training are required per fiscal year (October 1 to September 30).

Alliance for Children offers training throughout the state of Utah. There is no charge for these trainings. You will be notified of these trainings and you are required to attend one annually. You will receive a training certificate that needs to go into your Alliance for Children binder.

Your helper needs training also. We welcome helpers at our training sessions. They will get their own certificate of training. You may train your helper yourself. Review the quick reference with them and then have your helper sign and date it annually. Keep the quick reference in your AFC binder. Your monitor will check that when they visit your home. We do not need a copy in the office.



**Learning Knows No Bounds**



## Tier 1 and Tier 2



Every qualified daycare provider is eligible for reimbursement on the Food Program. The level of reimbursement received monthly is determined by which Tier a provider belongs to (I or II). Tiering was instituted by the USDA and Congress to assure that those daycare providers who fall within the national guidelines of poverty received a higher reimbursement than those whose household income placed them above the poverty level. There are three methods of Tier level.

### **All income information is kept confidential.**

**By Area** – Any school with more than 50% of their students who apply and qualify for free or reduced school lunches become qualified by school area. Any daycare provider who lives within a qualifying school area are automatically classified Tier I (higher reimbursement) for their daycare children (in order to claim their own children on the program, providers must qualify using household income).

**By Census data** – Using the most recent census information, if a household lives within a “pocket of poverty” where the majority of households are living 185% of poverty, then that area qualifies as Tier I (in order to claim their own children on the program, providers must qualify using household income).

**By Income** - if a daycare provider does not qualify by area or census, they can submit documentation to qualify by income. This is a total of household gross income (before taxes and deductions). For any member of the household who is self-employed, you may submit your most recent copy of the IRS tax forms Federal 1040 (the first two pages) and ALL schedule C's. As a daycare provider, you are self-employed. If the total income falls below the maximum guidelines for household size, then that provider is qualified as a Tier I provider (the guidelines are established every July 1<sup>st</sup> by the USDA).

Any provider that cannot qualify by one of these three methods will be classified as Tier II (about 60% less reimbursement than Tier I). But even then, if you are classified as Tier II and take care of children from lower economic households, you can choose to be a Mixed Tier home.

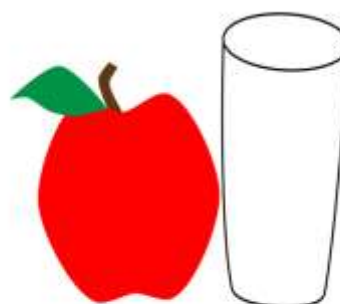
You may give income forms to all parents of your day care children or we can send Income Forms to the parents. The parents have the option to fill them out and return them to our office in a self-addressed envelope. If they qualify by household income, you will be reimbursed for that child at the higher Tier I rate. If this is something you are interested in, call the office or your monitor and inform them to start the process.

## Current Rates:

Tier 1 Breakfast \_\_\_\_\_ Snacks \_\_\_\_\_ Lunch / Dinner \_\_\_\_\_

Tier 2 Breakfast \_\_\_\_\_ Snacks \_\_\_\_\_ Lunch / Dinner \_\_\_\_\_

***Rates are in effect from July 1 to June 30***



**Snack**



## Child Enrollment Process

*Each child must be **enrolled** into the program:*

- The child enrollment forms are completed online in the KidKare program. The parents and provider must sign both copies. Keep one in your Alliance for Children binder and send the other copy to the office. Enrollment forms must be into the office by the 2nd working day of the month.
- You may scan, email, fax, or use regular mail, of course ☺
- Once a year Alliance for Children sends out “re-enrollment” sheets of all your enrolled children. Review the information with the parents, make corrections, have the parents sign, you sign at the top of each page, and return to the office. Your copy will be returned to you from the office. Please keep the current copy in your binder.
- Enroll your own (resident) children, even if you do not claim them on the CACFP. Mark the non-participating area. A count of all children in attendance must be recorded daily.

## School Schedules

We need the school information for all children participating on the food program. When you are first enrolled, we will have you do one on all the children. We send a new form for you to complete annually (late summer).



Provider: _____ Phone: _____ Monitor: _____ Tier: _____	<b>CHILD ENROLLMENT REPORT</b>	Food Program Sponsoring Agency: Alliance For Children 5667 South Redwood Road #5A Salt Lake City UT 841230000 (801) 313-1090
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<b>CHILD INFO:</b>		Child #: <b>3</b>	Status: _____
First Name: <b>Jordan*</b>	MI: _____	Last Name: <b>Smith</b>	Ethnicity: <b>Hispanic/Latino</b>
Address: <b>123456 Happy Street</b>		Race: <b>White</b>	
City: <b>Dreamland</b>	State: <b>UT</b>	Zip Code: <b>80000</b>	Male
Date of Birth: <b>07/23/2003</b>	Enrollment Date: <b>01/01/2005</b>	Withdrawal Date: _____	
Age as of Date Printed: 6y 1m			

<b>PARENT INFO:</b>	
First Name: <b>Mary</b>	MI: _____ Last Name: <b>Smith</b>
Address: <b>123456 Happy Street</b>	
City: <b>Dreamland</b>	State: <b>UT</b> Zip Code: <b>80000</b> Email: _____
Phone: Home: <b>(333) 333-3333</b> Alt: <b>(111) 111-1111</b> Work: <b>(555) 555-5555</b> Work Name: <b>Candy USA</b>	

<b>NORMAL SCHEDULE:</b>	
Participating Days: <b>MON TUE WED THU FRI</b>	Weekday Times: <b>7:00 am - 5:00 pm</b>
Participating Meals: <b>BRK AMS LUN PMS</b>	Weekend Times: _____

<b>SCHOOL INFO:</b>	
School Type: <b>School Age</b>	School Number: _____
School Name: <b>Mountain Top</b>	School District: <b>Salt Lake City School District</b>
School Depart/Return Times: <b>8:00 am - 3:30 pm</b>	Days Attend: <b>MON TUE WED THU FRI</b>

<b>SPECIAL INFO:</b>	
Participates in CACFP: <b>YES</b>	Relation to Provider: <b>Related, Non-Resident</b>
Child Comments: _____	
Special Needs: <b>NO</b>	
Special Diet: <b>NO</b>	
<i>If either are YES, attach a signed medical statement.</i>	

<b>Breastmilk and Iron-Fortified Infant Formula (IFIF)</b>		Infant Formula Form Received: <b>NO</b>
Your provider is required to offer Iron-Fortified Infant Formula (IFIF) to your infant and must inform you of the brand offered. It is your choice whether or not to use this formula based on your preference and your infant's needs. You may choose to supply breastmilk or formula for your infant. If you accept the formula offered by the provider, you give your permission for the formula to be mixed for your infant by the facility staff. You may be required to provide sufficient sanitized bottles each day for your child's use. If this is required, the bottles must be labeled with your child's name/date and be taken home daily. If you choose to supply breastmilk for your infant, write "Parent Supplies Breastmilk or IFIF" on this form. If you refuse the provider's formula and choose to supply formula for your infant, you must write the brand of formula you will be supplying in the space provided on this form and write "Parent Supplies Breastmilk or IFIF" on this form. If the formula you provide is low-iron fortified, non-iron fortified, or a specialty formula, a medical statement is required.		
Formula: <b>N/A</b>	Formula Offered by Provider: _____	
Food: _____	Formula Offered by Parent: _____	

Dear Parents:

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.

Please verify the above information is correct, and sign below.

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

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

State Agency Contact Info: Utah State Office of Education 801-538-7687

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call (202) 720-5964 (Voice and TDD). USDA is an equal opportunity provider and employer.

## Meal Times and Places

To be reimbursed, meals must be served at the approved site (your home) and during the hours and days agreed upon in the program application.

- Breakfast 6:30 a.m. – 9:30 a.m.
- Morning Snack 9:30 a.m. – 11:00 a.m.
- Lunch 11:00 a.m. – 1:30 p.m.
- Afternoon Snack 2:00 p.m. – 4:30 p.m.
- Dinner 4:30 p.m. – 7:00 p.m.
- Evening Snack 7:00 p.m. – 9:00 p.m.



At least two hours must lapse between **BEGINNING** times of meals or snacks for the same group of children. The meal times are USOE recommendations; a meal must occur during the time traditionally considered as normal for the meal. You may update your application meal times at any time. Please contact your monitor or the office to make any meal time changes, day care closures or times out of your home.

- Children must be enrolled to be claimed for a meal or snack
- There must be a notation if a school age child is served lunch or am snack (per child's school schedule)
- Children must be allowed 15 minutes to eat a meal and 10 minutes to eat a snack
- You can be reimbursed for two meals and a snack or two snacks and a meal served to children in care each day.
- Meals containing components from restaurants are neither creditable nor reimbursable.
- Meals given to children to take home are not reimbursable.
- You must notify AFC in advance whenever planning to be out of the home with the children during the meal service period. If you fail to notify AFC and an unannounced review is made during the scheduled meal time, claims for meals that would have been served during the unannounced review will be disallowed.

## Field trip meal or snack

Your home is the “approved site” for meal service.

If you plan a field trip or picnic with the children, you must call the office or your monitor for pre-approval. A field trip is defined as a daycare function. Please call the office or your monitor before the field trip with the following required information:

- ✓ What meal components will be served
- ✓ How the cold foods will be kept cold and the hot foods kept hot.
- ✓ How the provider / children will wash their hands.
- ✓ Date and time you will be coming and going.
- ✓ Address of field trip (your monitor may do a field trip meal visit).



## Health and Safety

- Hand washing for provider and children is the best health prevention practice you can do to fight against getting a cold virus. Germs can survive for hours on surfaces such as: hands, tissues, toys, door knobs, towels and clothes. Washing hands with soap and water, before preparing food / eating is essential to prevent disease from spreading.
- Refrigerator / freezer should be clean and foods covered
- Temperatures : Refrigerator 40 degrees or below – Freezer 0 degrees or below
- Monitors will check the location of cleaning supplies.
- Meat should be thawed in the refrigerator.
- After a meal, do not leave food out on the counter or table. Cooked food left at room temperature for more than one hour allows germs to grow.



### Dangers in the Kitchen



# Cold Storage

These SHORT but safe time limits will help keep refrigerated food from spoiling or becoming dangerous to eat. These time limits will keep frozen food at top quality.

Product	Refrigerator (40° F)	Freezer (0° F)
<b>Eggs</b> Fresh, in shell Raw yolks, whites Hardcooked Liquid pasteurized eggs or egg substitute opened unopened	3 weeks 2-4 days 1 week  3 days 10 days	Don't freeze 1 year Don't freeze  Don't freeze 1 year
<b>Mayonnaise</b> , commercial, Refrigerate after opening	2 months	Don't freeze
<b>TV Dinners, Frozen Casseroles</b> Keep frozen until ready to serve		3-4 months
<b>Deli &amp; Vacuum-Packed Products</b> Store-prepared (or homemade) egg, chicken, tuna, ham, macaroni salads Pre-stuffed pork & lamb chops, Chicken breasts stuffed with dressing Store-cooked convenience meals Commercial vacuum-packed dinners with USDA seal	3-5 days  1 day  1-2 days  2 weeks, unopened	These products don't freeze well.
<b>Soups &amp; Stews</b> Vegetable or meat-added	3-4 days	2-3 months
<b>Hamburger, Ground &amp; Stew Meat</b> Hamburger & stew meats Ground turkey, veal, pork, lamb & mixtures of them	1-2 days  1-2 days	3-4 months  3-4 months
<b>Hotdogs &amp; Lunch Meats</b> Hotdogs, opened package unopened package Lunch meats, opened unopened	1 week 2 weeks 3-5 days 2 weeks	In freezer wrap, 1-2 months

These SHORT but safe time limits will help keep refrigerated food from spoiling or becoming dangerous to eat. These time limits will keep frozen food at top quality.

























































































Product	Refrigerator (40° F)	
<b>Bacon &amp; Sausage</b> Bacon Sausage, raw from pork, beef Turkey smoked breakfast links, patties Hard sausage-pepperoni, jerky sticks	7 days 1-2 days 7 days 2-3 weeks	1 month 1-2 months 1-2 months 1-2 months
<b>Ham, Corned Beef</b> Corned beef In pouch with pickling juices Ham, canned Label says keep refrigerated Ham, fully cooked-whole Ham, fully cooked-half Ham, fully cooked-slices	5-7 days 6-9 months 7 days 3-5 days 3-4 days	Drained, wrapped 1 month Don't freeze 1-2 months 1-2 months 1-2 months
<b>Fresh Meat</b> Steaks, beef Chops, pork Chops, lamb Roasts, beef Roasts, lamb Roasts, pork & veal Variety meats-tongue, brain, Kidneys, liver, heart, chitterlings	3-5 days 3-5 days 3-5 days 3-5 days 3-5 days 3-5 days 1-2 days	6-12 months 4-6 months 6-9 months 6-12 months 6-9 months 4-6 months 3-4 months
<b>Meat Leftovers</b> Cooked meat and meat dishes Gravy and meat broth	3-4 days 1-2 days	2-3 months 2-3 months
<b>Fresh Poultry</b> Chicken or turkey, whole Chicken or turkey pieces Giblets	1-2 days 1-2 days 1-2 days	1 year 9 months 3-4 months
<b>Cooked Poultry, Leftover</b> Fried chicken Cooked poultry dishes Pieces, plain Pieces covered with broth, gravy Chicken nuggets, patties	3-4 days 3-4 days 3-4 days 1-2 days 1-2 days	4 months 4-6 months 4 months 6 months 1-3 months



# CHILD AND ADULT CARE FOOD PROGRAM

# CHILD MEAL PATTERN

April 2019

<b>BREAKFAST<sup>1</sup></b> SERVE ALL 3 COMPONENTS		1 and 2	3 through 5	6 – 12 and 13-18 <sup>2</sup>
	Fluid Milk <sup>3</sup> (1-year olds-whole milk, age 2 and up-skim or 1%)	 ½ cup	 ¾ cup	 1 cup
	Fruit or vegetable or both <sup>4</sup> (If serving raw, leafy salad greens, must serve twice the amount. Ex: Serve 1 cup lettuce to equal ½ cup serving size. If serving dried fruit, only need to serve half the amount. Ex: Serve ¼ cup raisins to equal ½ cup serving)	 ¼ cup	 ½ cup	 ½ cup
	Grains <sup>5,6,7</sup> bread, roll, muffin, biscuit (whole grain, whole grain-rich, enriched, or fortified)	 ½ oz eq.	 ½ oz eq.	 1 oz eq.
	Cooked cereal <sup>7</sup> , grains, pasta:	 ¼ cup	 ¼ cup	 ½ cup
	Ready-to-eat cereal <sup>7</sup> (dry, cold)			
	Flakes or rounds	 ½ cup	 ½ cup	 1 cup
	Puffed	 ¾ cup	 ¾ cup	 1 ¼ cup
	Granola	 1/8 cup	 1/8 cup	 ¼ cup
<b>SNACK<sup>1</sup></b> SELECT TWO OF THE 5 COMPONENTS		1 and 2	3 through 5	6 – 12 and 13-18 <sup>2</sup>
	Fluid Milk <sup>3</sup> (1 year olds-whole milk, age 2 and up-skim or 1%) (only 1 beverage per snack allowed)	 ½ cup	 ½ cup	 1 cup
	Meat or meat alternate <sup>4,5</sup> (see lunch/dinner for options)	 ½ ounce	 ½ ounce	 1 ounce
	Vegetable <sup>6</sup> (If serving raw, leafy salad greens, must serve twice the amount. Ex: Serve 1 cup lettuce to equal ½ cup serving size.)	 ½ cup	 ½ cup	 ¾ cup
	Fruit <sup>6</sup> (If serving dried fruit, only need to serve half the amount. Ex: Serve ¼ cup raisins to equal ½ cup serving)	 ½ cup	 ½ cup	 ¾ cup
	Grains <sup>7,8</sup> : whole grain, whole grain-rich, enriched Breads, grains, cereal, pasta products, see breakfast requirements	 ½ oz eq.	 ½ oz eq.	 1 oz eq.
<b>LUNCH &amp; SUPPER<sup>1</sup></b> SERVE ALL 5 COMPONENTS		1 and 2	3 through 5	6 – 12 and 13-18 <sup>2</sup>
	Fluid milk <sup>3</sup> (1-year olds-whole milk, age 2 and up-skim or 1%)	 ½ cup	 ¾ cup	 1 cup
	Meat or meat alternate (lean meat, poultry, fish)	 1 ounce	 1 ½ ounce	 2 ounces
	Tofu <sup>4</sup> (commercially prepared, firm or extra firm) (each ¼ c or 2.2 ounces must contain 5 grams of protein)	 2.2 ounce (¼ cup)	 3.3 ounce (3/8 cup)	 4.4 ounces (½ cup)
	Cheese	 1 ounce	 1½ ounces	 2 ounces
	Cottage cheese	 2 ounces (¼ cup)	 3 ounces (3/8 cup)	 4 ounces (½ cup)
	Egg (large)	 ½ egg	 ¾ egg	 1 egg
	Cooked dry beans or peas	 ¼ cup	 3/8 cup	 ½ cup
	Peanut butter or other nut or seed butters	 2 Tbsp.	 3 Tbsp.	 4 Tbsp.
	Peanuts, soy nuts, tree nuts, or seeds (can only meet up to ½ of the requirement)	 ½ oz. = 50%	 ¾ oz. = 50%	 1 oz. = 50%
	Yogurt <sup>5</sup> (milk or soy based, commercially prepared)	 ½ cup (4 oz.)	 ¾ cup (6 oz.)	 1 cup (8 oz.)
	Vegetables <sup>6</sup> (If serving raw, leafy salad greens, must serve twice the amount. Ex: Serve 1 cup lettuce to equal ½ cup serving size.)	 1/8 cup	 ¼ cup	 ½ cup
	Fruits <sup>6,7</sup> (If serving dried fruit, only need to serve half the amount. Ex: Serve ¼ cup raisins to equal ½ cup serving)	 1/8 cup	 ¼ cup	 ¼ cup
	Grains <sup>8,9</sup> : whole grain, whole grain-rich, enriched Breads, grains, cereal, pasta products, see breakfast requirements	 ½ oz eq.	 ½ oz eq.	 1 oz eq.

SEE REVERSE FOR SUPERScript EXPLANATIONS



## **BREAKFAST<sup>1</sup>** SERVE ALL 3 COMPONENTS

- <sup>1</sup> Must serve all three components for a reimbursable meal. Offer versus serve is an option for at-risk afterschool participants.
- <sup>2</sup> Larger portion sizes than specified may need to be served to children 13 through 18 years old to meet their nutritional needs.
- <sup>3</sup> Must be unflavored whole milk for children age one. Must be unflavored low-fat (1 percent) or unflavored fat-free (skim) milk for children two through five years old. Must be unflavored low-fat (1 percent), unflavored fat-free (skim), or flavored fat-free (skim) milk for children six years old and older.
- <sup>4</sup> Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.
- <sup>5</sup> 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.
- <sup>6</sup> 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.
- <sup>7</sup> 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).

## **SNACK<sup>1</sup>** SELECT TWO OF THE 5 COMPONENTS

- <sup>1</sup> Select two of the five components for a reimbursable snack. Only one of the two components may be a beverage.
- <sup>2</sup> Larger portion sizes than specified may need to be served to children 13 through 18 years old to meet their nutritional needs.
- <sup>3</sup> Must be unflavored whole milk for children age one. Must be unflavored low-fat (1 percent) or unflavored fat-free (skim) milk for children two through five years old. Must be unflavored low-fat (1 percent), unflavored fat-free (skim), or flavored fat-free (skim) milk for children six years old and older.
- <sup>4</sup> Alternate protein products must meet the requirements in Appendix A to Part 226.
- <sup>5</sup> Yogurt must contain no more than 23 grams of total sugars per 6 ounces.
- <sup>6</sup> Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.
- <sup>7</sup> 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.
- <sup>8</sup> 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).

## **LUNCH & SUPPER<sup>1</sup>** SERVE ALL 5 COMPONENTS

- <sup>1</sup> Must serve all five components for a reimbursable meal. Offer versus serve is an option for at-risk afterschool participants.
- <sup>2</sup> Larger portion sizes than specified may need to be served to children 13 through 18 years old to meet their nutritional needs.
- <sup>3</sup> Must be unflavored whole milk for children age one. Must be unflavored low-fat (1 percent) or unflavored fat-free (skim) milk for children two through five years old. Must be unflavored low-fat (1 percent), unflavored fat-free (skim), or flavored fat-free (skim) milk for children six years old and older.
- <sup>4</sup> Alternate protein products must meet the requirements in Appendix A to Part 226.
- <sup>5</sup> Yogurt must contain no more than 23 grams of total sugars per 6 ounces.
- <sup>6</sup> Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.
- <sup>7</sup> 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.
- <sup>8</sup> At least one serving per day, across all eating occasions, must be whole grain-rich. Grain-based desserts do not count towards the grains requirement.
- <sup>9</sup> 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).

# CHILD AND ADULT CARE FOOD PROGRAM

## INFANT MEAL PATTERN

4/2019

BREAKFAST, LUNCH, SUPPER		0-5 MONTHS	6 MONTHS TO 1 <sup>ST</sup> BIRTHDAY
Breast Milk <sup>1</sup> or Iron Fortified Formula <sup>2</sup> Or portions of both		4-6 ounces	6-8 ounces
Vegetables or Fruits <sup>4,5</sup> (no juice)		Not required for this age group.	0-2 Tbsp. Vegetable or Fruit or both
Meat or Meat Alternate (choose one) <sup>4</sup>			Choose at least one of the following: 0-4 Tbsp of: <ul style="list-style-type: none"><li>• Dry infant cereal</li><li>• Meat</li><li>• Fish</li><li>• Poultry</li><li>• Whole egg</li><li>• Cooked dry peas</li><li>• Cooked dry beans</li></ul> OR <ul style="list-style-type: none"><li>• 0-2 ounces cheese</li><li>• 0-4 ounces cottage cheese</li><li>• 0-4 ounces dairy yogurt</li></ul> (1 oz = 2 Tbsp) (4oz = 1/2 c)
SNACK		0-5 MONTHS	6 MONTHS TO 1 <sup>ST</sup> BIRTHDAY
Breast Milk <sup>1</sup> or Iron Fortified Formula <sup>2</sup> Or portions of both		4-6 ounces	2-4 ounces
Vegetable or Fruit <sup>5,6</sup> (no juice)		Not required for this age group.	0-2 Tbsp Vegetable or Fruit or both
Bread or Crackers, Dry infant cereal <sup>2</sup> or Ready-to-eat cereal <sup>3,4,5</sup>			Choose one: <ul style="list-style-type: none"><li>• 0 - ½ slice of bread</li><li>• 0-2 crackers</li><li>• 0 - 4 Tbsp (1/4 c) dry infant cereal or ready-to-eat breakfast cereal</li></ul>
SEE REVERSE FOR SUPERScript EXPLANATIONS			

## BREAKFAST, LUNCH, SUPPER

<sup>1</sup> 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.

<sup>2</sup> Infant formula and dry infant cereal must be iron-fortified.

<sup>3</sup> Yogurt must contain no more than 23 grams of total sugars per 6 ounces.

<sup>4</sup> A serving of this component is required when the infant is developmentally ready to accept it.

<sup>5</sup> Fruit and vegetable juices must not be served.

## SNACK

<sup>1</sup> 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.

<sup>2</sup> Infant formula and dry infant cereal must be iron-fortified.

<sup>3</sup> A serving of grains must be whole grain-rich, enriched meal, or enriched flour.

<sup>4</sup> 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).

<sup>5</sup> A serving of this component is required when the infant is developmentally ready to accept it.

<sup>6</sup> Fruit and vegetable juices must not be served.

## FOOD REQUIREMENTS:

Below is a list of common requirements that you should read and understand. Please read them carefully and remember them as you plan your menus. This list is NOT inclusive.

### MILK

- Fluid pasteurized milk (not powdered) must be served at all breakfasts, lunches, suppers. Children must have a glass of fluid milk to drink with each main meal. Milk, used in cooking, does not count toward this requirement.
- Unflavored whole milk must be served to 1 years olds.
- Unflavored low-fat or fat-free milk must be served to children over 2 years old.
- Non-dairy milk substitutes that are nutritionally equivalent to milk may be served in place of milk to children with special dietary needs. Must have medical statement or parental preference statement (see food / beverage substitution form page 22-23)



### MEAT / MEAT ALTERNATE

- Meat / meat alternates may be served in place of the entire grains component at breakfast a maximum of three times per week
- Tofu and soy yogurt are creditable as meat alternates
- To meet the required portion of peanut butter, we suggest an additional protein be served with peanut butter sandwiches such as cheese, cottage cheese, or a deviled egg.
- Beans count as one vegetable or one meat alternate, but not both in the same meal.
- Casseroles, spaghetti, lasagna, homemade soup, and similar items need extra protein added to ensure the children are getting enough protein. All recipes need preapproval by AFC.
- Packaged macaroni and cheese. You will need to add meat / meat alternate (hot dogs, cheese, tuna).
- Canned soups and prepared dinners do not contain enough meat or vegetables for a lunch or dinner serving.
- For packaged processed meat, look at the net weight of the package and then the number of slices or pieces. Divide the total weight by the number of pieces to determine how many servings per package.
- Yogurt qualifies as a meat alternate...4 oz. yogurt equals 1 oz. of the meat/meat alternate requirements.
- Wild game such as deer, elk, moose etc. may not be served.



### **JUICES**

- All juices must be 100% juice and may only be served once per day. AFC suggests once per week, as good practice
- Juice may not be served to infants



### **FRUITS**

- Fresh foods from garden and fruit trees may be served
- Frozen, canned, or processed foods from a garden or tree may NOT be served.
- Mixed fruits (fruit cocktail) may only be counted as one fruit serving.



### **VEGETABLES**

- Potatoes, avocados, and tomatoes count as a vegetable.
- Mixed vegetables (frozen or canned) may only be counted as one vegetable serving.
- One cup of leafy greens counts as ½ cup



### **BREAD/GRAINS**

- Rice counts as a bread alternate.
- Every lunch and dinner must include a bread or bread alternate.
- At least one serving of grains per day must be whole-grain rich.



### **SUGARS**

- Yogurt must contain no more than 23 grams of sugar per 6 ounces
- Breakfast cereals must contain no more than 6 grams of sugar per dry ounce.



### **WATER**

- Throughout the day, water should be made available to children to drink upon their request.



### **DEEP FAT FRYING**

- Deep fat frying is **not** allowed as a way of preparing foods on-site.



# Determining the **CREDITABILITY\*** of Milk Substitutes

## Instructions:

1

Determine the manufacturer's serving size.

Nutrition Facts	
Serving Size 1 cup (8 fl. oz.) 240 mL	
Servings Per Container about 4	
Amount Per Serving	
Calories 130	Calories from Fat 35
% Daily Value*	
Total Fat 4g	6%
Saturated Fat 0.5g	3%
Trans Fat 0g	
Cholesterol 0mg	0%
Sodium 150mg	6%

3

Compare the nutrients on the label to the nutrients required for milk substitutes.

### Nutrition Facts

Serving Size 1 cup (8 fl. oz.) 240 mL	
Servings Per Container about 4	
Amount Per Serving	
Calories 130	Calories from Fat 35
% Daily Value*	
Total Fat 4g	6%
Saturated Fat 0.5g	3%
Trans Fat 0g	
Cholesterol 0mg	0%
Sodium 150mg	6%
Potassium 380mg	11%
Total Carbohydrate 14g	8%
Dietary Fiber 1g	4%
Sugars 10g	
Protein 10g	
Vitamin A 10%	Vitamin C 0%
Calcium 50%	Iron 10%
Vitamin D 25%	Vitamin E 25%
Riboflavin 30%	Vitamin B6 20%
Vitamin B12 25%	Phosphorus 15%

Example:

Check the listed nutrients against either the nutrient values, the daily values or the % of daily values.

2

Find the corresponding serving size on the criteria chart.

Nutrient Criteria Required for Milk Substitutes (Minimum Required Nutrients) May mix and match columns						
1 Cup Serving Size						
Nutrients	Nutrient Values	Meets or Exceeds	Daily Values	Meets or Exceeds	% Daily Values	Meets or Exceeds
Calcium	276 mg		1000 mg		30% DV	
Protein	8 g		50 g		8 g	
Vitamin A	500 IU		5000 IU		10% DV	
Vitamin D	100 IU		400 IU		25% DV	
Magnesium	24 mg		400 mg		6% DV	
Phosphorus	222 mg		1000 mg		20% DV	
Potassium	349 mg		3500 mg		350 mg or 10% DV	
Riboflavin	0.44 mg		1.7 mg		25% DV	
Vitamin B12	1.1 mcg		6 mcg		20% DV	

g = grams; mg = milligrams; mcg = micrograms; IU = international units;  
DV= daily value-standard developed by FDA for use on food labels

\*Creditable – A food item that meets all CACFP requirements.

4

Determine if the amount on the manufacturer's label is equal to or more than the amount on the criteria chart. It is okay to mix and match columns. If the answer is yes, the milk substitute is creditable. If any one of the amounts of the required nutrients falls below the value, or is missing, the milk substitute is not creditable. You will need to get the complete nutrient information which may be listed on the manufacturer's website. If it is not on the website, you may need to call or write the manufacturer for the information.

5

After it is determined that the milk substitute is creditable, serve the normal amounts for the age group that would meet the milk component requirements:

1 - 2 years ½ cup for breakfast, snack, and lunch  
3 - 5 years ¾ cup for breakfast and lunch, ½ c for snack

6 - 12 years 1 cup for breakfast, snack, and lunch

6

Keep all documentation to prove creditability of the substitution.

# **SPECIAL DIET STATEMENT**

The CACFP regulations require a special diet statement anytime a child of any age cannot eat one or more of the meal pattern requirements of the Child Adult Care Food Program. This statement must be signed by a recognized medical authority that is in charge of the child's health care. This is a physician's statement, not a parents' statement.

## **What if the child's parent is a doctor?**

Most parents, even if a health care professional, are not responsible for the health care of their own children; therefore, a special diet statement signed by a parent who is a health care professional will not be accepted.

## **What if the parent or recognized medical authority refuses to provide a diet statement?**

This is a difficult situation for a child care provider. What you can do is to explain the benefits of the CACFP. Assure him/her that neither you nor Alliance for Children doubts the person's capabilities of caring for the child. With a parent, you can offer to follow his/her diet, but clearly state that you will not be able to claim the child for reimbursement.

## **When do I have to have the special diet statement?**

The need for a special diet statement should be discussed during your interview with the parent and child. When a parent enrolls his/her child, she/he should be given a copy of the menu components and portion guidelines. Review the CACFP minimum requirements for all meals and snacks. If there are required foods that the child cannot eat, the parent should be informed at that point that a special diet statement is required. Provide the parent with a special diet statement form to take to the doctor. You should have the diet statement in your records the first day you claim that child.

## **When and how do I submit the special diet statement?**

Submit it with your claim the first month the child is enrolled. Be sure your name is written on the statement also. **Keep a copy in your file.**

## **What are the most common reasons for needing a special diet statement?**

1. Infants who are fed formula without IRON.
2. Infants who are fed milk (not formula or breast milk).
3. Children (over 12 months) who are allergic to milk.
4. Infants whose introduction of solid foods does not follow CACFP meal pattern requirements.

## **How do I get copies of the special diet statement form?**

You will find a form in the manual. Additional forms may be sent at your request.



# Food/Beverage Substitution Request Form

Name of Child	
Name of Parent or Guardian	Telephone Number
Food/Beverage to Omit	Food/Beverage to Substitute
Diagnosis:	
Symptoms when food/beverage to be omitted is consumed:	
<input type="checkbox"/> Not applicable, lifestyle or religious preference <input type="checkbox"/> Nausea <input type="checkbox"/> Vomiting <input type="checkbox"/> Diarrhea <input type="checkbox"/> Itching <input type="checkbox"/> Swelling <input type="checkbox"/> Rash <input type="checkbox"/> Wheezing <input type="checkbox"/> Coughing <input type="checkbox"/> Choking <input type="checkbox"/> Shortness of breath <input type="checkbox"/> Other: _____	
Severity of symptoms: <input type="checkbox"/> Mild <input type="checkbox"/> Moderate <input type="checkbox"/> Severe	
General comments:	
<b>Check one:</b> This section must be completed by a <u>Licensed Physician</u> , refer to the reverse side of this page for definitions <input type="checkbox"/> Child has a disability ( <i>requires</i> the food/beverage substitution be followed by the care giver) <input type="checkbox"/> Child does not have a disability (does not <i>require</i> the food/beverage substitute to be followed by the care giver, but is <i>requested</i> )	
Signature of medical authority and title	
Telephone Number	Date
I give permission for the institution's personnel responsible for implementing my child's prescribed diet order to discuss my child's special dietary accommodations with any appropriate institution staff and to follow the prescribed diet order for my child's meals. I also give permission for my child's medical authority to further clarify the prescribed diet order on this form if requested to do so by institution personnel.  Signature of parent or guardian:	

A Licensed Physician is defined as an individual who has the authority to write a medical prescription. In Utah, this includes:

- Medical Doctor (MD)
- Physicians Assistant (PA)
- Osteopathic Physicians (DO)
- Advance practice Registered Nurses (APRN)
- Naturopathic Physicians (ND or NMD)

Who can complete form	For substitutions due to a disability <i>requires</i> the food/beverage substitution be followed by the care giver	For substitutions NOT due to a disability does not <i>require</i> the food/beverage substitute to be followed by the care giver, but is <i>requested</i>
	Licensed Physician (see above)	Licensed Physician (see above) Registered Nurse (RN) Registered Dietitian (RD/RDN) Parent or Guardian (Must meet meal pattern to be claimed)

#### Definition of Disability

**Under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) A Person with a Disability is defined as:** any person who has a physical or mental impairment which substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment.

**Physical or Mental Impairment**-(a) any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive, digestive, genitor-urinary; hemic and lymphatic; skin; and endocrine; or (b) any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

**Major Life Activities**-functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

**Major Bodily Functions**- functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, and reproductive functions

**Record of Impairment**-having a history of, or have been classified (or misclassified) as having a mental or physical impairment that substantially limits one or more major life activities. Individuals who take mitigating measures to improve or control any of the conditions recognized as a disability, are still considered to have a disability and require an accommodation.

#### USDA Guidelines for Accommodating Special Dietary Needs

**Disability**-institutions and agencies participating in federal nutrition programs **must** comply with requests for special dietary meals and any adaptive equipment with a documented disability and completed request form.

**Non-disability**-institutions and agencies participating in federal nutrition programs **may** comply with requests for non-disabling medical conditions. Accommodations will be made on a case-by-case basis. However, if accommodations are made for a specific medical condition, complete requests for the same medical condition for other participants must be accommodated.

**Fluid Milk Substitutions**-Fluid milk substitutions apply to non-disability requests. Institutions and agencies participating in the federal nutrition program **may** accommodate complete requests with a USDA approved non-milk equivalent. If accommodations are made for one child requesting a fluid milk substitute, accommodations must be made for all children requesting a fluid milk substitute.

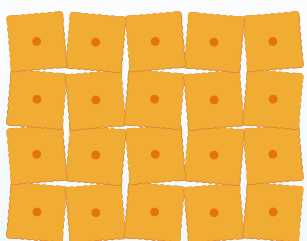
For internal use only	
<input type="checkbox"/> Marked as disability or treating as disability (required to accommodate request)	
<input type="checkbox"/> Not marked as disability	Date
<input type="checkbox"/> Center is accommodating request      or <input type="checkbox"/> Center is not accommodating request	

This institution is an equal opportunity provider.

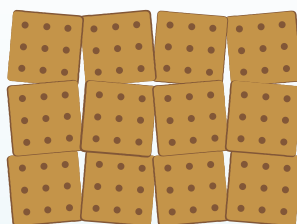
# Using Ounce Equivalents for Grains in the Child and Adult Care Food Program

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.

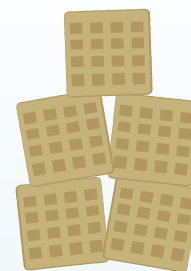
## How Much Is 1 Ounce Equivalent?



**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.

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

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

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




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

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



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

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



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

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

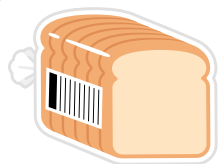
# Grains Measuring Chart for the Child and Adult Care Food Program

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



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

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



## Using the Nutrition Facts Label

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

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

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

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

- 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	
<b>Calories</b>	<b>280</b>
% Daily Value*	
<b>Total Fat</b> 9g	<b>12%</b>
Saturated Fat 1.5g	<b>8%</b>
Trans Fat 0g	

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

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



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



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



## Are There Other Menu Planning Considerations?

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

## What If My Grain Is Different?

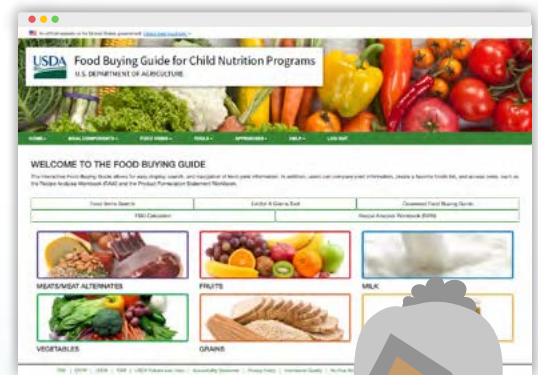
Is the grain item you want to serve:

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

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

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

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



## Grains Measuring Tools

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

**Guides appear as actual size when this worksheet is printed at 100% on standard 8 1/2" by 11" paper.**

