



2026 Provider Annual Training for Daycare Homes



PLEASE READ BEFORE CONTINUING

After reviewing the following annual training material, you are required to complete an online multiple-choice test using the link provided on the final page of this training. Please ensure you read all training materials thoroughly before beginning the test.

The test must be completed no later than **Friday, September 25, 2026**.

Before starting the test, you will be asked to enter your first name, last name, email address, and provider ID number (the last four digits of your KidKare ID).

To receive credit for completing the training and obtain your certificate, providers must score at least **18 out of 20 questions correctly**. *Once you pass the test, you will be able to print your certificate, so please have access to a printer.*

If you do not pass on your first attempt, you may retake the test until you achieve a passing score. Please **DO NOT** mail your test results or certificate to our office, as we have access to this information online.

Let's begin!



Overview

- Civil Rights
- Medical Statement & Milk Substitution Form
- Enrollment Documents
- Enrollment Renewal (2026-2027)
- Record Retention
- Daily Record Keeping Requirement
- Menu Planning
- Meal Service Schedule
- Daycare License Renewal Fee
- Meal Pattern Requirements
- Ounce Equivalents of Grains in the CACFP
- Added Sugars **(New Regulation)**
- Claim Submission & Reimbursement
- Monitoring Visits
- Women Infant and Children Program (WIC)
- Newsletters





Civil Rights

CACFP Civil Rights Training

Ensuring Equal Access and Fair Treatment for All Participants

- What Are Civil Rights?
- Civil Rights are the rights of individuals to receive equal treatment and opportunities without discrimination.

In CACFP, civil rights ensure that:

- All eligible participants have equal access to meals
- Families and participants are treated with dignity and respect
- No one is excluded based on protected characteristics

CACFP providers must:

- ✓ Serve meals equally to all enrolled participants
- ✓ Provide equal opportunity to participate in the program
- ✓ Treat all participants with respect and fairness
- ✓ Follow USDA non-discrimination requirements
- ✓ Display the USDA “Building for the Future with CACFP” poster

Please note: For parents who do not want to enroll their child(ren) in the food program, providers must have a decline form on file.

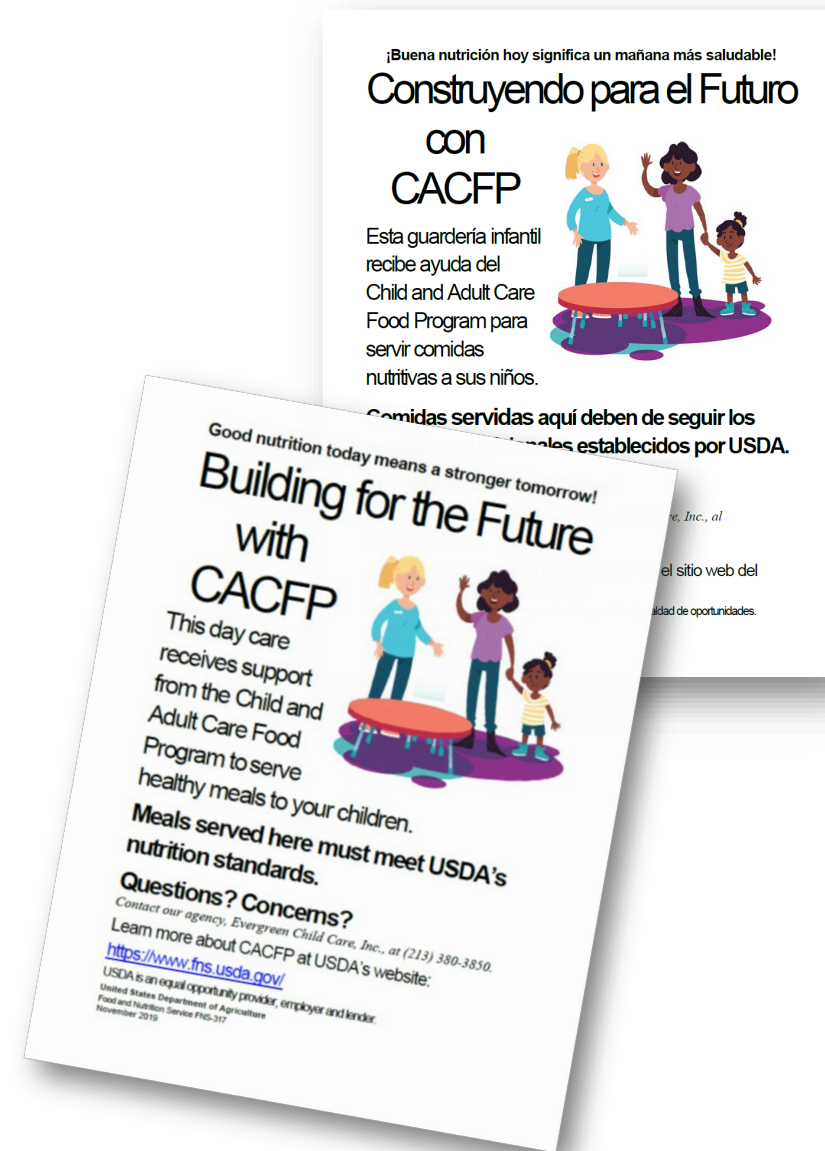
Daycare homes participating in the CACFP are **required** to post the “Building for the Future with CACFP” poster. This poster must be **prominently displayed in a public area** where parent/guardians can see it (i.e., parent bulletin board).

This poster is available in our website in English & Spanish.

Direct link to posters (English & Spanish):

[http://www.evergreencacfp.org/uploads/1749580530cacfp-build4future-flyer-nov2019-\(1\).pdf](http://www.evergreencacfp.org/uploads/1749580530cacfp-build4future-flyer-nov2019-(1).pdf)

<http://www.evergreencacfp.org/uploads/1749580563cacfp-build4future-flyer-nov2019-spanish.pdf>



CACFP prohibits discrimination based on:

- Race
- Age
- Disability
- National Origin
- Color
- Sex

Examples of Discrimination

Examples include:

- ✗ Refusing to enroll a child because of their disability
- ✗ Providing different meal portions based on a child's background
- ✗ Treating families differently because of their language or country of origin
- ✗ Denying participation because of a parent's race, religion, or culture

****No participant may be denied CACFP benefits because of any protected class****



Providing Equal Access

Providers should:

- ✓ Welcome all families
- ✓ Offer reasonable accommodations for participants with disabilities
- ✓ Communicate with families in a language they understand when possible
- ✓ Ensure all children have equal access to CACFP meals

Language Assistance

Families with limited English proficiency should have meaningful access to CACFP information.

Providers can:

- ✓ Use translated materials when available
- ✓ Ask families what language they prefer
- ✓ Use interpretation services when needed

Accommodating Participants with Disabilities

CACFP requires reasonable modifications for children with disabilities.

Examples:

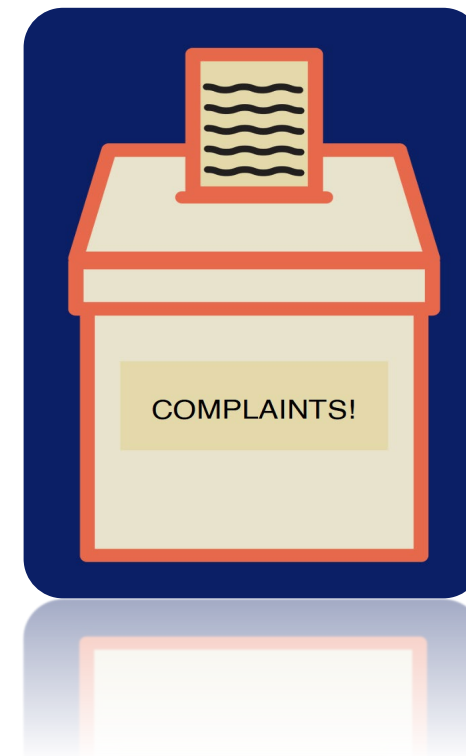
- Providing approved food substitutions
- Adjusting meal textures when medically required
- Following instructions from a licensed medical professional

Disabilities should never prevent a child from participating in CACFP.



Civil Rights Complaint Process

- Anyone who believes they have experienced discrimination may file a complaint.
- Any person who believes they or someone they know has been discriminated against based on federally protected classes has a right to file a complaint within **180 days** of the alleged discriminatory action.
- All complaints will be received and processed according to agency and USDA policies and procedures.
- Complaints may be submitted in written format, verbally and anonymous.



A civil rights complaint should include:

- Name, address, and phone number of the person who is making the complaint.
- Name and location of the CACFP Operator.
- Nature of the alleged discriminatory practice or incident.
- Basis of the discrimination.
- Names, phone numbers, and addresses of people who are likely to know about the alleged discrimination.
- Date the alleged discrimination occurred or if continuing, the duration of such actions.

Link to the USDA Discrimination Form:

<https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>

Our agency Director, Young Jin Pak, is also the Civil Rights Coordinator for Evergreen. We ask our providers to report all complaints regarding program and civil right matters to Evergreen before escalating the matter to the next level.

The image shows a tilted view of the USDA Program Discrimination Complaint Form (AD-3027). The form is titled "U.S. Department of Agriculture" and "USDA Program Discrimination Complaint Form". It includes fields for "First name", "Mailing Address (Include Full City, State and Zip Code)", "Primary Phone Number", "Alternate Phone Number", and "Email". There is a section for "Best way to reach you" with checkboxes for Mail, Phone, Email, and Other. A note states: "If you have difficulty understanding the English language, you may request language assistance services by calling 866-632-9992. Assistance will be available for individuals who are not proficient in English. Persons with disabilities who require alternative means of communication (e.g., braille, large print, American Sign Language) should contact the responsible State or local Agency that administers the program or contact the United States Department of Agriculture (USDA) through the Federal Telecommunications Relay Service at 711 (voice TTY)." There is a section for "Do you have a representative?" with checkboxes for Yes and No, and a field for "Representative Information" including "First name", "Mailing address (Include Full City, State and Zip Code)", "Phone", and "Email". A section for "Complaint Information" includes a field for "1. Provide the name of the program you applied for (if known/applicable)". A section for "2. Select the USDA agency that conducts the program or provides Federal financial assistance for the program." includes checkboxes for Agricultural Marketing Service, AMS; Foreign Agricultural Service, FAS/Trade and Foreign Agricultural Affairs, TFAA; Food and Nutrition Service, FNS; Forest Service, FS; Farm Service Agency, FSA; National Institute of Food and Agriculture, NIFA; Natural Resources Conservation Service, NRCS; Rural Development, RD; and Other. A section for "3. Date of recent alleged discrimination (mm/dd/yyyy)" includes a checkbox for "Unknown". A section for "4. Location and/or address of the office where discrimination occurred" includes a checkbox for "Unknown". A section for "5. Who do you believe discriminated against you? Include the name(s) of person(s) involved in the alleged discrimination (if known)." is also present.

We all play an important role in ensuring that everyone's civil rights are protected

Treating everyone equally with dignity and respect will help prevent discrimination in child nutrition programs.





Medical Statement & Milk Substitution Form

Medical Statement VS Milk Substitution Form

Medical Statement Form

- Complete if the child HAS a physical or mental impairment that restricts the child's diet (including dairy milk).
- Needs to be signed by a state-licensed healthcare professional or registered dietitian.

http://www.evergreencacfp.org/uploads/1757001183cacfp_97-medical_statement-frm.pdf

Milk Substitution Form

- Complete if the child does NOT have a disability, but the parent/legal guardian is requesting a fluid milk substitute due to personal preference (other than taste preference).
- Needs to be signed by parent/guardian.

<http://www.evergreencacfp.org/uploads/1757613699cacfp-49-request-for-fluid-milk-frm.pdf>



Non-dairy beverages may be served in the Child and Adult Care Food Program in place of cow's milk when a participant has a Milk Substitution Form or Medical Statement on file.

Steps to take:

1. If a child will be served non-dairy milk, the provider is required to print and provide the applicable form to the child's parent/legal guardian.
2. **The applicable form must be submitted to Evergreen immediately.**
3. Check-in with Evergreen a week after mailing the form, to confirm it was received and that the form is acceptable.

Failure to have a Milk Substitution Form or Medical Statement on file when it is applicable may result in disallowance of meals.

Only approved non-dairy milks can be used. Please refer to the milk section on Evergreen's provider manual for further guidance.

There are four milk substitutes that are currently approved:

- **8th Continent Soy Milk (Original)**
- **Pacific Ultra Soy Milk (Original)**
- **Silk Soy Milk (Original, 8g of Protein)**
- **Ripple Kids-Pea Milk (Unsweetened, Original)**





Enrollment Documents

Providers are required to offer the food program to all children in their care, regardless of the child's participating status in the daycare (including part time and drop in children). The CACFP enrollment application needs to be completed (with parent/guardian signature and date) prior to the child's first day in care (or on the first day when the child gets dropped off).

Copies of enrollments must be kept and made readily available during monitoring visits.



Providers can only start claiming meals for children **after** receiving a completed enrollment form. The enrollment form must be signed and dated by the parent/guardian. Provider signature is also required.

The signature date will be the child's official enrollment date to the nutrition program.

Please note:

- All completed enrollment applications must be submitted to Evergreen Child Care, Inc. (ECCI) within **5 calendar days** from the date that the parent and/or legal guardian signed.
- If enrollments are not received within the 5 calendar days, the child will become eligible as of the date that ECCI receives the enrollment form.
- All providers must have a completed enrollment for ALL children prior to enrollment date or on the first day in care (when child is dropped off). This includes children during day care "trial" period and drop-in children.
- It is the providers responsibility to ensure that we received the original signed enrollment. Provider will notice the child's status on the account updates from **Pending** to **Active**.
- Any incomplete enrollment application will not be processed and meals claimed for that particular child will not be subject for reimbursement until ECCI receives the completed enrollment.

What if the parent/guardian declines to participate in the nutrition program?

A completed/signed enrollment is still needed. Once you print the enrollment. Ensure to write "Non-participating" with a **red pen** on top of the paper.

Child Care Food Program Enrollment Form
Site Name: ***Test Provider**

Parent Name: April Vegetable

NON PARTICIPATING

Birth	Normal Hours	Relation	Normal Days of Care / Meals* the Child Normally Receives while in Care each Day (Circle)							Foster** Child	Ethnic Identity^ (select one)
3	08:00 am to 05:00 pm	☐ Providers Own ☐ Residential ☐ Related but not residing with provider	Sun B A L P S E	Mon B A L P S E	Tue B A L P S E	Wed B A L P S E	Thurs B A L P S E	Fri B A L P S E	Sat B A L P S E	☐	☐ Hispanic or Latino ☒ Not Hispanic or Latino

Complete only if you have children under 12 months old. Choose one from each column:
☐ I will provide solid foods for my infant once they are developmentally ready for my infant.

PLEASE REMEMBER:

The only way for providers to be able to prove that the nutrition program has been introduced to the parent or legal guardian is by obtaining a completed enrollment application prior or on the first day in care.

It is imperative to understand that ONLY the parent or legal guardian can decide their children's participation in the CACFP.

Providers must keep a copy of the signed and dated enrollments.

Enrollment Renewal Report/
Annual Re-enrollment
Report (2026-2027)



Enrollment Renewal Process for 2026 (In OCTOBER)

Effective October 1, 2026, our agency will no longer use KidKare. We will be transitioning to My Food Program, a new cloud-based software platform.

As a result of this transition, for this year only, the annual child enrollment renewal process will take place in October instead of September. Providers will be required to generate the Annual Re-enrollment Report through My Food Program.

The Annual Re-Enrollment Report cannot be generated or printed until October 1, 2026. Further instructions will be emailed to all providers.

All daycare home providers must renew each child's enrollment for the new fiscal year, as current enrollments will expire on September 30, 2026.

The 2026–2027 Enrollment Renewal Report includes all of your currently enrolled daycare children. Each child's parent/guardian must certify their participation on the renewal form. ECCI must have your completed enrollment renewal report on file in order to renew each child's enrollment for the new fiscal year.

All daycare home providers are responsible for printing their own Enrollment Renewal Reports

Please ensure this is completed and returned promptly so there is no disruption to your CACFP participation

Enrollment Renewal Reports are due by

Friday, October 16, 2026

Please mail in your Enrollment Renewal Reports, as we need to have the original signatures (E-mailed or faxed copies will not be accepted)



How to generate the Annual Re-Enrollment report

1. In your **My Food Program** account's home page click on **Reports**
2. On the dropdown menu select **Record Keeping Reports**
3. Under the Enrollment & Income Forms section click on **ANNUAL RE-ENROLLMENT**
4. An Annual Re-Enrollment page will open, you will then need to input the following dates:
 - **Effective Date** of Enrollment Renewal **MUST BE:**
10/01/2026
 - **Expiration Date** of Enrollment Renewal **MUST BE:**
09/30/2027
5. Click on Run Report
6. Click on Download Report

1 Home / Reports

Menu Attendance & Meal Count Entry Participants & Rosters Users Site Details Field Trips, Closures or School Release Dates Expenses Check for Errors or Submit to Sponsor Reports Visits File Cabinet

2 Home / Reports

Select Report Type: Select
Select
Favorite Reports
Attendance and Meal Count Reports
Claims Reports
Financial Reports
Food Service Operations Reports
Participant Reports
Recordkeeping Reports
Staff Reports

3 Enrollment & Income Forms

Favorite	Report Name	Type	Description
☐	All income and enrollment forms effective for a given claim month	PDF	Provides all income eligibility and enrollment forms effective for the selected claim month.
☒	Annual Re-Enrollment	PDF	Provides current enrollment information for all active participants on a single document, with a parent or guardian signature section.
☐	Bulk Enrollment Form	PDF	Provides a single PDF containing enrollment forms for households with missing or expired enrollment or income forms.

4 Home / Reports / Recordkeeping Reports / Annual Re-Enrollment

Annual Re-Enrollment

Effective Date of Enrollment Renewal 10/01/2026 Expiration Date of Enrollment Renewal 09/30/2027 Run Report

5 Home / Reports / Recordkeeping Reports / Annual Re-Enrollment

Annual Re-Enrollment

Effective Date of Enrollment Renewal 10/01/2026 Expiration Date of Enrollment Renewal 09/30/2027 Run Report Download File

6 Home / Reports / Recordkeeping Reports / Annual Re-Enrollment

Annual Re-Enrollment

Effective Date of Enrollment Renewal 10/01/2026 Expiration Date of Enrollment Renewal 09/30/2027 Run Report Download File

Enrollment Renewal Report

Annual Reenrollment

Report Generated: 07/29/2026

Sponsor Name Evergreen Child Care, Inc.
Site Name *Test Provider
Sponsor ID Q3540Z & CNIPS ID 04621
Site ID Test
Reenrollment Effective 10/01/2026 to 09/30/2027
Phone Number null
Address 123 Main Street
City State ZIP Anytown CA 12345

Your child care provider participates in the USDA Child and Adult Care Food Program (CACFP) and is sponsored by Evergreen Child Care, Inc. Your provider is reimbursed for meals and snacks that meet all CACFP requirements. One of the requirements of the CACFP is to have information about the children on-file and updated annually. Please check the information below for your child(ren) and make any corrections or additions as needed and then sign and date the form. You may be contacted by Evergreen Child Care, Inc. regarding the meals claimed for your child. By signing this form, you certify that the information given here is true and correct to the best of your knowledge.

Name	DOB	Age	Race	Eth	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Time In	Time Out	Time In	Time Out	B	A	L	P	S	E
Ann Lopez	11/27/2022	3Y 10M			Y	N	Y	Y	Y	Y	N	07:00 am	05:00 pm			B		L	P		
Parent/Guardian: Max Lopez 123 Maple Blvd Anytown CA 12345 1234567890																					
Signature											Date										
Barney Evergreen	10/31/2025	0Y 11M	W		Y	N	Y	Y	Y	Y	N	07:00 am	07:00 pm			B		L	P		
Infants ☐ Breastmilk ☒ Provider supplies formula ☐ Parent supplies formula ☒ Parent supplies food ☒ Formula Name Enfamil Infant Formula																					
Parent/Guardian: Lily Aguilar 1111 Sunny St. Los Angeles CA 90010 (323) 111-2222																					
Signature											Date										
Beverly Evergreen	02/13/2020	6Y 7M	W		Y	N	Y	Y	Y	Y	N	07:00 am	07:00 pm			B		L	P		
Day & Times in School																					
Parent/Guardian: Lily Aguilar 1111 Sunny St. Los Angeles CA 90010 (323) 111-2222																					
Signature											Date										

Page 1 of 3

Have parents sign and date the report

- If you need to make an update to the child's information, please do so with a red or blue ink pen.

Name	DOB	Age	Race	Eth	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Time In	Time Out	Time In	Time Out	B	A	L	P	S	E
Jennifer Jackson	11/28/2023	2Y 10M	B		N	Y	Y	Y	Y	Y	N	07:00 am	05:00 pm			B		L	P		
Parent/Guardian: Jeff Jackson 123 Birch Street Anytown CA 12345 1234567890																					
Signature											Date										
John Smith	07/06/2022	4Y 2M	W		N	Y	Y	Y	Y	Y	N	08:00 am	05:00 pm					L	P	S	
Parent/Guardian: Joe Smith 3850 Wilshire Blvd #210 Los Angeles CA 90010 (213) 380-3850																					
Signature											Date										
Kaylee Martin	07/30/2025	1Y 2M	W		N	Y	Y	Y	Y	Y	N	07:00 am	05:00 pm			B		L	P		
Parent/Guardian: Frank Martin 123 Elm Street Anytown CA 12345 1234567890																					
Signature											Date										
Rachel Nelson	03/24/2026	0Y 6M	W		N	Y	Y	Y	Y	Y	N	07:00 am	05:00 pm					L	P		
Infants ☐ Breastmilk ☐ Provider supplies formula ☐ Parent supplies formula ☐ Parent supplies food ☐ Formula Name																					
Parent/Guardian: Ellis Nelson 123 Sycamore Street Anytown CA 12345 1234567890																					
Signature											Date										

Provider **Date**

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 to: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer. Race: W = White B = Black or African American A = American Indian or Alaskan Native S = Asian P = Native Hawaiian or Pacific Islander. Meals: B = Breakfast A = AM Snack L = Lunch P = PM Snack S = Supper E = Evening Snack. Eth: Y = Hispanic or Latino N = Not Hispanic or Latino

Page 3 of 3

Provider's are required to sign and date the last page

Without the provider signature and date, ECCI will not be able to process the Annual Re-Enrollment Report.



Important reminders:

- If not submitted by the due date, ECCI will withdraw the children as of October 1, 2026.
- Children enrolled for the first time in your daycare in the month of September 2026 on Kidkare must be re-enrolled via My Food Program. For instance, if a child was enrolled in your care on September 2, 2026 on Kidkare, the child must be renewed in My Food Program October 1, 2026.
- Ensure to mail in ALL the pages . The bottom right corner shows you how many pages your report contains.
- Mail the original to our office.
- Keep a copy and retain it for 4 years. Providers are required to keep a copy.
- The current fiscal year Annual Re-Enrollment Report needs to be readily available to ECCI, California Department of Social Services, and CACFP representatives for review during visits.

A vibrant collage of fresh fruits and vegetables. On the left, a yellow corn cob is partially visible. Next to it is a whole brown kiwi and a sliced kiwi showing its green flesh and black seeds. A bright yellow bell pepper sits above a head of green broccoli. To the right, a large bunch of red grapes is prominent. In the foreground, there's a large green bell pepper and several green peas in their pods. The background is white, and the overall composition is fresh and healthy.

Record Retention

All providers are required to keep copies of their CACFP documents for **4 years**

The current fiscal year copies must be stored & readily available in the provider's home, while the previous 3 years may be stored in another site (accessible within a reasonable time).

The CACFP requires providers to keep copies of the following:

- Daycare License
- Enrollment documents, including for non-participating children
- Daily menus
- Daily meal counts & attendance
- In & out times (if applicable)



ECCL requires providers to keep copies of the children's enrollment applications and the enrollment renewal reports in order to show the children's status in the CACFP.

ECCL and California Department of Social Services (CDSS) staff may ask to see the enrollment renewal for the current year and/or enrollment forms for each child present at the time of each monitor visit or program review.

ECCL highly recommends keeping copies of documents in the event that they get lost in the mail, documents such as: annual enrollment renewal, meal benefit forms, milk substitution forms, medical statements, and annual licensing payment receipts.





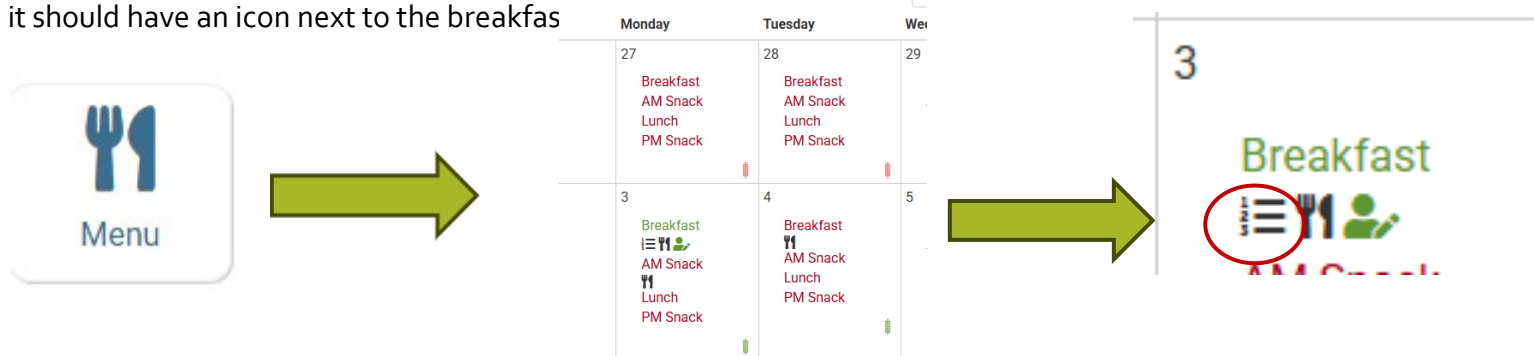
Daily Record Keeping Requirement

Daily recordkeeping is required to ensure that CACFP meals are accurately documented, meet program requirements, and are supported by attendance, meal service, and menu records. Accurate daily records provide the documentation necessary to support reimbursement claims and maintain CACFP program integrity.

A. Recording Meal Attendance

Record the daily meal attendance by the end of the day (before 10PM). For BEST PRACTICES, ECCI recommends recording the meal attendance during or after each meal service.

After recording the daily meal attendance and in & out times (if required) on My Food Program, please make sure your meal claims have been successfully saved by reviewing the **Menu calendars** (On the main menu, click on knife and fork icon that says "Menu", Scroll down to the current date and it should have an icon next to the breakfas



For technical difficulties with your computer or electronic devices, please contact ECCI immediately, on the **same day before 10PM**, in order to avoid the violation of daily record requirement (email us or leave us a voicemail).

Please attempt logging in with other electric devices (i.e. smart phone) before contacting Evergreen.

B. Recording Daily attendance

- The daily attendance must be recorded daily, prior to claiming the child's first meal of the day.
- Both, daily attendance and meal attendance need to be recorded on My Food Program.
- This is for providers who are **NOT** required to do In and out times.

From Main menu, click on Attendance and Meal count entry, check off Daily Attendance, then click Save (green button)

Main
menu



0Y 2M test test

☒ Daily Attendance

Reason...

CACFP

☐ Meal Outside of Normal Schedule

Reason...

☐ Disallow Meal

Select

Current Totals

Attendance	2	Meal Count	0
------------	---	------------	---

Save

C. In & out times *(only applicable to those who are required to do this)

Recording the children's in & out times My Food Program is also part of the daily record keeping requirement (when applicable). **It is the provider's responsibility to contact us to add or remove this requirement from your account.**

PLEASE NOTE: Reporting in & out times on My Food Program is required ONLY when the total number of daily attendance is greater than the license capacity and/or number of daily meals claimed for any meal types are greater than the license capacity. Providers are then immediately required to record daily in/out times for ALL children in care.

Attendance & Meal Count Entry

26 3Y 7M Austin Vegetable 08:00 am 05:00 pm CACFP

☐ Disallow Meal

☐ Meal Outside of Normal Schedule

Reason...

Reason...

Current Totals Attendance 0 Meal Count 2

Save and go to infant menu Save and go to menu Save

Version: 26.08.3 20260831.235232

From Main menu, click on Attendance & Meal Count Entry, Enter the time in and out next to the name of the child, click save.

A close-up photograph of a bowl filled with various fresh fruits. The bowl contains sliced strawberries, kiwi slices, red grapes, and chunks of mango. A small sprig of green mint leaves is placed on top of the fruit. The bowl is light-colored and sits on a white surface. A white rectangular box is overlaid on the left side of the image, containing the text 'Menu Planning'.

Menu Planning

D. Pre-planning Menus

To meet CACFP daily recordkeeping requirements, menus must be pre-planned as follows:

- Pre-plan menus at least two hours prior to meal service.
- If a menu change is necessary, it must be entered on My Food Program at least two hours before the meal service.

ECCI Recommendations:

Plan menus a week or month in advance. Review the next day's menu the night before and make changes if necessary.

E. Identical Menus

Serving identical menus within the same week is not recommended.

F. Cycle Menus

Providers are encouraged to use cycle menus to avoid repeating identical meals and to simplify planning.

What is a cycle menu? A cycle menu is a planned series of menus that repeat over a set period of time (e.g., two weeks, one month). This approach promotes variety and helps streamline purchasing and preparation.



Meal Service Schedule



All providers must serve meals at the scheduled meal service times agreed with ECCI.

Why?

- In order for us to conduct the meal observation visit.
- In order to abide with the meal time spacing between meals. This benefits the children for digestion purposes.
- In order to meet the congregating eating setting requirement, which is the federal standard requirement for reimbursement. This also allows children to learn from each other while eating.

If the provider does not follow their meal time schedule, the meals will not be subject for reimbursement. Furthermore, provider may lose the privilege of claiming the meal type in which ECCI is unable to observe.

Meal Pattern Requirements



CACFP Meal Pattern Charts

A USDA meal pattern chart is a document from the U.S. Department of Agriculture outlining specific food components and serving sizes required to create healthy, balanced meals for participants in USDA-sponsored Child Nutrition Programs (CNP) like the National School Lunch Program (NSLP) and the Child and Adult Care Food Program (CACFP).

TABLE 2 TO PARAGRAPH (c)(1)—CHILD AND ADULT CARE FOOD PROGRAM BREAKFAST
[SELECT THE APPROPRIATE COMPONENTS FOR A REIMBURSABLE MEAL]

Meal components and food items ¹	Minimum quantities				
	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 ²	Adult participants ³
Fluid Milk	4 fluid ounces ⁴	6 fluid ounces ⁴	8 fluid ounces ⁴	8 fluid ounces ⁴	8 fluid ounces ⁴
Vegetables, fruits, or portions of both ⁵	1/4 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup
Grains ⁶	1/2 ounce equivalent	1/2 ounce equivalent	1 ounce equivalent	1 ounce equivalent	2 ounce equivalents

¹ Must serve all three components for a reimbursable meal. Offer versus serve is an option for at-risk afterschool care and adult day care centers.

² At-risk afterschool programs and emergency shelters may need to serve larger portions to children ages 13 through 18 to meet their nutritional needs.

³ Must serve unflavored whole milk to children age 1.

⁴ Must serve unflavored milk to children 2 through 5 years old. The milk must be fat-free, skim, low-fat, or 1 percent or less.

⁵ May serve unflavored or flavored milk to children ages 6 and older. The milk must be fat-free, skim, low-fat, or 1 percent or less.

⁶ May serve unflavored or flavored milk to adults. The milk must be fat-free, skim, low-fat, or 1 percent or less. Yogurt may be offered in the place of milk once per day for adults. Yogurt may count as either a fluid milk substitute or as a meat alternate, but not both, in the same meal. Six ounces (by weight) or 3/4 cup (by volume) of yogurt is the equivalent of 8 ounces of fluid milk. Through September 30, 2025, yogurt must contain no more than 22 grams of total sugars per 6 ounces. By October 1, 2025, yogurt must contain no more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce).

⁷ Juice must be pasteurized. Full-strength juice may only be offered to meet the v one meal or snack per day.

⁸ Must serve at least one whole grain-rich serving, across all eating occasions, per not be used to meet the grains requirement. Meats/meat alternates may be offered requirement, up to 3 times per week at breakfast. One ounce equivalent of meats one ounce equivalent of grains. Through September 30, 2025, breakfast cereals must contain no more than 12 grams of total sugars per dry ounce. By October 1, 2025, breakfast cereals must contain no more than 6 grams of added sugars per dry ounce. Information on crediting grain items and meats/meat guidance.

This content is from the eCFR and is authoritative but unofficial.

TABLE 1 TO PARAGRAPH (b)(5)—INFANT MEAL PATTERNS

Infants	Birth through 5 months	6 through 11 months
Breakfast, Lunch, or Supper	4-6 fluid ounces breast milk ¹ or formula ²	6-8 fluid ounces breast milk ¹ or formula ² and 0-1/2 ounce equivalent infant cereal ^{2,3} or 0-4 tablespoons meat, fish, poultry, whole egg, cooked dry beans, peas, and lentils; or 0-2 ounces of cheese; or 0-4 ounces (volume) of cottage cheese; or 0-4 ounces or 1/2 cup of yogurt ⁴ or a combination of the above ⁵ ; and 0-2 tablespoons vegetable or fruit, or a combination of both. ¹⁴
Snack	4-6 fluid ounces breast milk ¹ or formula ²	2-4 fluid ounces breast milk ¹ or formula ² and 0-1/2 ounce equivalent bread ^{3,7} or 0-1/4 ounce equivalent crackers ^{3,7} or 0-1/2 ounce equivalent infant cereal ^{2,3} or 0-1/4 ounce equivalent ready-to-eat breakfast cereal ^{2,3,7,8} and 0-2 tablespoons vegetable or fruit, or a combination of both. ¹⁴

Available by Meal Type: CACFP meal patterns are provided for each meal service (breakfast, lunch, supper, and snacks).

Minimum Serving Sizes: The charts specify the minimum required serving sizes for each food component, based on the child's age group.

Posting Requirement: All CACFP meal pattern charts must be posted in your kitchen as a daily reference for meal preparation and service (see links below to access the charts)

Child Meal Pattern (Ages 1-12yrs of age):

[http://www.evergreencacfp.org/uploads/1725573597cacfp-children-meal-pattern-\(2024\).pdf](http://www.evergreencacfp.org/uploads/1725573597cacfp-children-meal-pattern-(2024).pdf)

Infant Meal Pattern (0-11 months):

[http://www.evergreencacfp.org/uploads/1725574022cacfp-infant-meal-pattern-\(2024\).pdf](http://www.evergreencacfp.org/uploads/1725574022cacfp-infant-meal-pattern-(2024).pdf)

TABLE 2 TO PARAGRAPH (c)(1)—CHILD AND ADULT CARE FOOD PROGRAM BREAKFAST
[SELECT THE APPROPRIATE COMPONENTS FOR A REIMBURSABLE MEAL]

Meal components and food items ¹	Minimum quantities				
	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 ²	Adult participants ³
Fluid Milk	4 fluid ounces ⁴	6 fluid ounces ⁴	8 fluid ounces ⁴	8 fluid ounces ⁴	8 fluid ounces ⁴
Vegetables, fruits, or portions of both ⁵	1/4 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup
Grains ⁶	1/2 ounce equivalent	1/2 ounce equivalent	1 ounce equivalent	1 ounce equivalent	2 ounce equivalents

¹ Must serve all three components for a reimbursable meal. Offer versus serve is an option for at-risk afterschool care and adult day care centers.

² At-risk afterschool programs and emergency shelters may need to serve larger portions to children ages 13 through 18 to meet their nutritional needs.

³ Must serve unflavored whole milk to children age 1.

⁴ Must serve unflavored milk to children 2 through 5 years old. The milk must be fat-free, skim, low-fat, or 1 percent or less.

⁵ May serve unflavored or flavored milk to children ages 6 and older. The milk must be fat-free, skim, low-fat, or 1 percent or less.

⁶ May serve unflavored or flavored milk to adults. The milk must be fat-free, skim, low-fat, or 1 percent or less. Yogurt may be offered in the place of milk once per day for adults. Yogurt may count as either a fluid milk substitute or as a meat alternate, but not both, in the same meal. Six ounces (by weight) or 3/4 cup (by volume) of yogurt is the equivalent of 8 ounces of fluid milk. Through September 30, 2025, yogurt must contain no more than 22 grams of total sugars per 6 ounces. By October 1, 2025, yogurt must contain no more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce).

⁷ Juice must be pasteurized. Full-strength juice may only be offered to meet the volume requirement for one meal or snack per day.

⁸ Must serve at least one whole grain-rich serving, across all eating occasions, per not be used to meet the grains requirement. Meats/meat alternates may be offered requirement, up to 3 times per week at breakfast. One ounce equivalent of meats one ounce equivalent of grains. Through September 30, 2025, breakfast cereals must contain no more than 12 grams of total sugars per dry ounce. By October 1, 2025, breakfast cereals must contain no more than 6 grams of added sugars per dry ounce. Information on crediting grain items and meats/meat guidance.

This content is from the eCFR and is authoritative but unofficial.

TABLE 1 TO PARAGRAPH (b)(5)—INFANT MEAL PATTERNS

Infants	Birth through 5 months	6 through 11 months
Breakfast, Lunch, or Supper	4-6 fluid ounces breast milk ¹ or formula ²	6-8 fluid ounces breast milk ¹ or formula ² and 0-1/2 ounce equivalent infant cereal ^{2,3} or 0-4 tablespoons meat, fish, poultry, whole egg, cooked dry beans, peas, and lentils; or 0-2 ounces of cheese; or 0-4 ounces (volume) of cottage cheese; or 0-4 ounces or 1/2 cup of yogurt ⁴ or a combination of the above ⁵ and 0-2 tablespoons vegetable or fruit, or a combination of both. ¹⁴
Snack	4-6 fluid ounces breast milk ¹ or formula ²	2-4 fluid ounces breast milk ¹ or formula ² and 0-1/2 ounce equivalent bread ^{3,7} or 0-1/4 ounce equivalent crackers ^{3,7} or 0-1/2 ounce equivalent infant cereal ^{2,3} or 0-1/4 ounce equivalent ready-to-eat breakfast cereal ^{2,3,7,8} and 0-2 tablespoons vegetable or fruit, or a combination of both. ¹⁴

Water



In the Child and Adult Care Food Program (CACFP), providers are required to offer water to children throughout the day. **Water is not a meal component in the CACFP and may not be served in place of milk.** There is no minimum serving amount for water. However, water may be served:

- Together with meals and snacks
- In between meals and snack
- As requested by the adult or child.

Water and Health

Drinking enough water is important for good health. Drinking water can prevent dehydration, a condition that can cause the body to overheat. It can also help prevent constipation. If fluoridated, drinking water can help prevent dental caries (cavities).

We will now review the food components in the meal pattern charts, along with key reminders, to ensure that all meals claimed are eligible for reimbursement.

Milk

Meat/Meat Alt

Vegetable

Fruit/Vegetable

Grains

Milk

Milk is required for all major meals
(Breakfast, Lunch & Dinner)

Children 1 year of age: Must be offered **WHOLE MILK**

Children 2-12 years of age: May now be offered the following unflavored milks:

- 1% Milk
- 2% Milk
- Whole Milk
- Non-Fat

Milk expiration date: Please be advised, milk must be served before the expiration date, including milk that has been frozen. Serving milk exceeding the expiration date is not allowed in the CACFP.

Non-Dairy Beverages: Non-dairy beverages may be served in the Child and Adult Care Food Program in place of cow's milk when a participant has a Milk Substitution Form or Medical Statement on file.

(Please refer to section about Medical Statement & Milk Substitution Form for more information)

Meat/Meat Alternates

Creditable meat/meat alternates include, but not limited to:

- Beef
- Pork
- Poultry
- Fish
- Cheese
- Yogurt
- Beans, peas, lentils
- Whole eggs
- Tofu
- Nuts and seeds
- Peanut butter or other nut/seed butters

Processed foods/Commercially prepared foods (such as chicken nuggets, corn dogs & fish sticks) require manufacturer documentation, such as CN Label or Product Formulation Statement, that informs you how each food component in one serving contributes to the meal pattern.

Beef Crumbles With Soy Protein

Ingredient Statement: Ground beef (no more than 20% fat), textured soy protein product, water, salt, pepper.

CN XXXXXX*

Each 2.20 oz. serving of Cooked Beef Patty Crumbles (By Weight) provides 2.00 oz. equivalent meat/meat alternate for Child Nutrition Meal Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA mm/yy**).

CN

Net Wt.: 19.0 pounds

DFG Food Company
1234 Yellow Road Oaktown, PA 12345



RICH'S
INFINITE POSSIBILITIES. ONE FAMILY.

Rich Products Corporation
1150 Niagara Street, PO Box 245, Buffalo, NY 14213

Product Formulation Statement for Documenting Meats/Meat Alternates (M/MA) in Child Nutrition Programs

Program operators should include a copy of the label from the purchased product package in addition to the following information on letterhead signed by an official company representative.

Product Name: MEMBERS MARK ITALIAN STYLE BEEF MEATBALLS Code No.: 22559

Manufacturer: Rich Products Serving Size: 4 Meatballs (85 G)

I. Meats
Fill out the chart below to determine the creditable amount of Meats.

DESCRIPTION OF CREDITABLE MEAT INGREDIENT PER FOOD BUYING GUIDE (FBG)	OUNCES PER RAW PORTION OF CREDITABLE MEAT INGREDIENT A	MULTIPLY x	FBG YIELD ¹ B	CREDITABLE AMOUNT A x B
Beef, Ground, fresh or frozen, no more than 20% fat	1.0	x	0.74	0.74
		x		
C. Total Creditable Meats Amount¹				0.74

¹ FBG yield = Additional Information column.

II. Meat Alternates
Fill out the chart below to determine the creditable amount of Meat Alternates.

DESCRIPTION OF CREDITABLE MEAT ALTERNATE INGREDIENT PER FOOD BUYING GUIDE (FBG)	OUNCES PER RAW PORTION OF CREDITABLE MEAT ALTERNATE INGREDIENT D	MULTIPLY x	FBG YIELD ¹ E	DIVIDE ÷	PURCHASE UNIT IN OUNCES F	CREDITABLE AMOUNT ¹ D x E ÷ F
Cheese, Parmesan or Romano	0.018	x	16	÷	16	0.018
		x		÷		
		x		÷		
G. Total Creditable Meat Alternates Amount¹						0.018

¹ FBG yield = Servings per Purchase Unit column.

III. Alternate Protein Products (APP)
Fill out the chart below to determine the creditable amount of APP. Documentation must be provided as described in Attachments A and B for each APP used.

DESCRIPTION OF APP, MANUFACTURER'S NAME, AND CODE NUMBER	OUNCES DRY PER APP PORTION H	MULTIPLY x	% OF PROTEIN AS IS ¹ I	DIVIDE ² ÷	CREDITABLE AMOUNT APP H x I ÷ 18
ADM Soy Protein Concentrate 066408	0.037	x	64.8	÷ 18	0.13
ADM Textured Vegetable Protein TVP 165 Series	0.12	x	50	÷ 18	0.33
ADM Toasted Soy Flour 063160	0.067	x	50	÷ 18	0.19
J. Total Creditable APP Amount¹					0.65
K. TOTAL CREDITABLE AMOUNT (C + G + J rounded down to nearest 0.25 oz)¹					1.25

¹ Attached documentation provides % of Protein As-Is.

² 18 is the percent of protein when fully hydrated.

³ Total Creditable Amount must be rounded down to the nearest 0.25 oz (example: 1.49 rounds down to 1.25 as equivalent meat/meat alternate). If crediting M/MA and APP, round down after adding the Total Creditable Amount for Meats, Meat Alternates, and APP in boxes C, G, and J.

ECCL has a list of approved processed foods and the required serving amounts by age group.

Please ensure you are serving the products that are listed on the list. The barcode number (UPC#) is provided in the list. Ensure to refer to the list to match UPC# with the processed food item(s) you are purchasing.

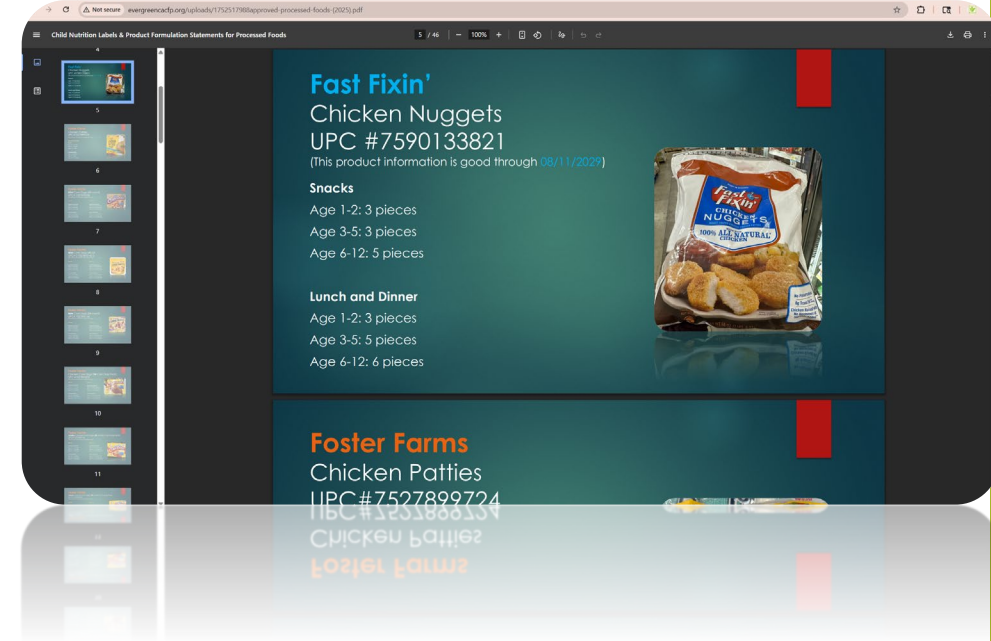
Do not assume because a specific manufacturer is listed on the approved list, that all their products are creditable.

The list gets updated periodically, due to items being removed and added.

The approved processed foods list is available in our website, under the policies and regulations tab.

Link to approved processed foods list:

[http://www.evergreencacfp.org/uploads/1752517988approved-processed-foods-\(2025\).pdf](http://www.evergreencacfp.org/uploads/1752517988approved-processed-foods-(2025).pdf)



Cheese is a meat alternate. If the cheese is labeled as imitation cheese or cheese product the cheese is **NOT** creditable.



Peanut butter

Peanut butter is a meat/meat alternate.

- 1 tablespoon of peanut butter, soy nut butter, or other nut or seed butters, provides ½ oz eq meat/meat alternate.
- 2 tablespoons provide 1 oz eq meat/meat alternate.



Yogurt

Yogurt is a meat/meat alternate.

- Use commercially prepared yogurt only.
- 4 oz (½ cup) of yogurt provides 1 oz eq of a meat/meat alternate.
- Yogurt must contain no more than 12 grams of added sugars per 6 ounces



The CACFP meal pattern charts will show the amounts required for meat/meat alternates in ounce equivalents. Use the image below to assist you in knowing the amount needed to meet 1 oz equivalent (Remember, the meal pattern requires children 6 years of age and over 2 oz of meat/meat alternate for major meals).

*Tofu requirements:
2.2 ounces by weight (ozw) of
tofu = 1.0 ounce equivalent (oz
eq) of meat alternate
This is approximately ¼ cup by
volume of tofu*



Food item	Amount	Credits as
Cooked lean meat, poultry, or fish	1 ounce	1 oz eq
Cooked beans or peas	1/4 cup	1 oz eq
Natural or processed cheese	1 ounce	1 oz eq
Cottage or ricotta cheese	1/4 cup or 2 ounces	1 oz eq
Eggs	1/2 of a large egg	1 oz eq
Nut and seed butters	2 tablespoons	1 oz eq
Tofu, commercially prepared	1/4 cup	1 oz eq
Yogurt	1/2 cup, or 4 ounces	1 oz eq

Fruits & Vegetables

Fruits- The CACFP regulations require that lunch and supper meals contain a serving of fruit as specified in the meal patterns. However, 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. A serving of fruit that contribute to the meal pattern includes:

- fresh fruits
- frozen fruits
- dried fruits
- canned fruits
- full-strength fruit juice

Commercial fried fruit chips, such as banana and other fruit chips, are not creditable. These products do not meet the fruits component requirements.

Vegetables- The CACFP regulations require that lunch and supper meals contain a serving of vegetables as specified in the meal patterns. A serving of vegetables that contribute to the meal pattern includes:

- fresh vegetables
- frozen vegetables
- dried vegetables
- canned vegetables
- cooked dry beans and peas (legumes)
- full-strength vegetable juice

Canned Fruits/Vegetables

Fruits and vegetables credit on the volume served.



Credits

$\frac{1}{4}$ cup

$\frac{1}{4}$ cup fruit

Dried Fruits

- Are credited at twice the volume
- Have a sweet, sticky consistency that increases the risk of dental cavities
- Are choking hazard for young children



Juice

- Fruit juice or vegetable juice may only be used to meet the vegetable or fruit requirement at one meal or snack per day.
- Cannot serve milk and juice together as a snack.
- Juice must be pasteurized. Full-strength juice may only be offered to meet the vegetable or fruit requirement at one meal or snack, per day.
- Juice lacks the fiber found in whole fruits and vegetables and can contribute to excess calories.



Vegetable Mixtures

Mixtures of different types of vegetables, such as frozen carrots and peas, **credit as one serving** of vegetables.



When serving two vegetables for lunch/dinner for children **ages 6-12**, the second vegetable may be the amount required for fruit ($\frac{1}{4}$ cup). *Please refer to the meal pattern chart for required serving sizes.*



$\frac{1}{2}$ cup



$\frac{1}{4}$ cup

Leafy greens such as a tossed salad of iceberg lettuce and spring mix will credit at only $\frac{1}{2}$ of the volume served.



1 cup



$\frac{1}{2}$ cup vegetables

GRAINS (ENRICHED & WHOLE)



All grain products served in the CACFP must be made with at least one of the following to be creditable: enriched grain, whole grain, bran or germ.

Enriched Food Products- Enriched grains are refined grains that have been processed to remove the nutrient-rich bran and germ, and then have thiamin, riboflavin, niacin, folic acid, and iron added after processing. Similarly, a food that is fortified has certain vitamins and minerals added to increase the nutritional quality. Foods made from refined grains that meet at least one of the following are considered creditable:

1. The food is labeled as “enriched.” For example, long grain rice that is enriched will have the product name “enriched long grain rice.”
2. An enriched grain is listed as the first ingredient on the food’s ingredient list or second after water. The ingredient list will usually say “enriched flour” or “enriched wheat flour,” or there is a sub-listing of nutrients used to enrich the flour, for example, “yellow corn flour {iron, folic acid, riboflavin, niacin, and thiamine}.”

Whole Grains- Whole grains consist of the entire grain, seed, or kernel. A whole grain has 3 parts—the bran, the germ, and the endosperm. Usually the kernel is cracked, crushed, or flaked during processing. If the finished product has about the same amount of bran, germ, and endosperm as the original grain did before processing, it is considered a whole grain.

Examples of whole-grain ingredients include whole-grain or whole-wheat flour, brown rice, wild rice, oatmeal, bulgur, whole-grain corn, and quinoa.

Whole grains offer a variety of vitamins and minerals, including magnesium, selenium, iron, zinc, B vitamins, and dietary fiber.

Bran and Germ

The bran is the seed husk or outer coating of grains such as wheat, rye, and oats. The bran can be a good source of many nutrients, including B vitamins, iron, potassium, and fiber.

The germ is the vitamin-rich portion of the grain kernel, which can provide a good source of B vitamins, phosphorus, and zinc. The germ can be separated before processing for use as a cereal or food supplement.





Whole Grain-Rich

What does whole grain rich mean? “Whole grain-rich” means that **at least** half the grains in a food are whole grain and the remaining grain ingredients are enriched, bran, or germ (This requirement is not applicable for infants 0-11months of age).

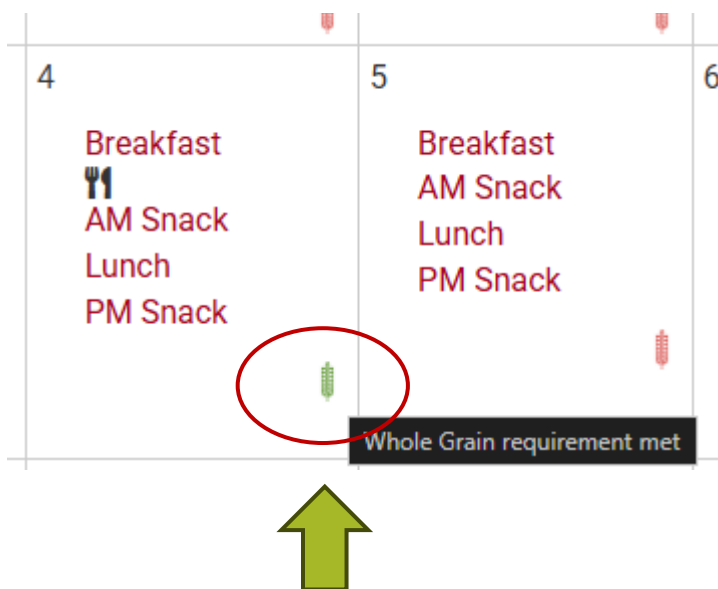
Providers are required to serve a whole-grain rich at least once a day during meal services.

Please be advised, if you do not serve at least one whole-grain rich product on your menu per day, you will automatically be disallowed a meal (lowest overall financial impact) for that day.

To meet the daily one whole grain-rich product requirement, provider's must do the following:

When scheduling your menus ensure to choose a grain product that is listed as WGR on your menu for at least one meal of the day.

Also, after scheduling your menus, you can pull up the recent weeks menu to ensure that you have a Whole Grain Rich-Food scheduled at least once a day (see image below)



The green icon on the bottom right of your menu, under menu calendar, will ensure you have met the WGR requirement.

Ensure to utilize this 4 page guide to assist you in identifying Whole Grain-Rich Foods

Link to this guide:

https://fns-prod.azureedge.us/sites/default/files/resource-files/508_FNS_CACFP_WGR_Foods_2021.pdf

There are **6 methods** that can be use to identify is a food is whole grain-rich.


United States Department of Agriculture
Food and Nutrition Service

How To Spot Whole Grain-Rich Foods for the Child and Adult Care Food Program

Whole grain-rich foods are filled with vitamins and other nutrients that children and adults need for growth, development, and good health.



Whole Grain-Rich Requirements

“Whole grain-rich” means that at least half the grains in a food are whole grain and the remaining grain ingredients are enriched, bran, or germ. Some examples of enriched and bran and germ ingredients include enriched white flour, oat bran, and wheat germ. In the Child and Adult Care Food Program (CACFP), at least one offering of grains per day must be whole grain-rich. **This requirement does not apply to infants (ages 0 through 11 months).**

How To Find Whole Grain-Rich Foods

There are many ways to tell if a grain is whole grain-rich in the CACFP. The grain only needs to meet **one** of these methods to be whole grain-rich. It does not need to meet all the methods.

- The Rule of Three.** Foods that meet the *Rule of Three* are whole grain-rich. According to the *Rule of Three*, foods are whole grain-rich if the first ingredient (or second after water) in the food is whole grain, and the second and third grain ingredients are whole grain, enriched, bran, or germ. See “Identifying Whole Grain-Rich Foods for the CACFP Using the Ingredient List” at <https://teamnutrition.usda.gov> for more information.

In the image to the right, the first grain ingredient is whole grain. There is not a second or third grain ingredient, so this cracker is whole grain-rich. ▶



INGREDIENTS: Whole Grain Wheat Flour, Vegetable Oil, Sugar, Salt, Cane Syrup.

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

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

Ingredients of foods and some grains
INGREDIENTS: Whole Grain Wheat Flour

Method # 1- The rule of three

Method # 2- WIC List

Method # 3- Documentation

Method # 4- Whole Grain-Rich in School

Method # 5- FDA Whole Grain Health Claims

Method # 6- Labels

How To Find Whole Grain-Rich Foods (continued)

- 2 **WIC Lists.** Aside from cereals, any grain included on a State's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Approved Foods List is considered whole grain-rich in the CACFP. This includes tortillas, pastas, rice, and breads on a State WIC list. Not all cereals on a WIC list are whole grain-rich. When using the WIC list to choose a whole grain-rich cereal, be sure to choose one that is marked as whole grain on the WIC list.
- 3 **Documentation.** Foods that have a standardized recipe or documentation such as a Child Nutrition (CN) Label or a Product Formulation Statement (PFS) showing that whole grains are the primary grain ingredient in the food are whole grain-rich in the CACFP.
- 4 **Whole Grain-Rich in Schools.** Foods that are considered whole grain-rich in the School Meals program (the National School Lunch Program and School Breakfast Program) are whole grain-rich in the CACFP. Not all grains served in the School Meals programs are whole grain-rich, so be sure to look specifically for foods that are whole grain-rich.



Information on the Food Package:

- 5 **FDA Whole Grain Health Claims.** Foods are whole grain-rich if their package has one of the two whole grain health claim statements from the U.S. Food and Drug Administration (FDA):

"Diets rich in whole grain foods and other plant foods and low in total fat, saturated fat, and cholesterol may reduce the risk of heart disease and certain cancers."

or

"Diets rich in whole grain foods and other plant foods, and low in saturated fat and cholesterol, may help reduce the risk of heart disease."
- 6 **Labels.** Certain breads and pastas that have the words "whole wheat" in the name are whole grain-rich. Foods labeled exactly as written below are whole grain-rich:
 - Whole wheat bread, rolls, and buns
 - Entire wheat bread, rolls, and buns
 - Graham bread, rolls, and buns (not graham crackers)
 - Whole wheat spaghetti, vermicelli, macaroni, and macaroni products



Here are the 3 common mistakes made when trying to determine if a food is whole grain-rich



What To Watch Out For

The images below show labels that cannot be used to tell if a food is whole grain-rich. If you see one of these labels on a food, you will still need to use one of the methods listed on pages 1 and 2 to see if the food is whole grain-rich.



The term "whole wheat" can only be used to indicate a grain is whole grain-rich in a few limited circumstances. See "Labels" on page 2 for more information.



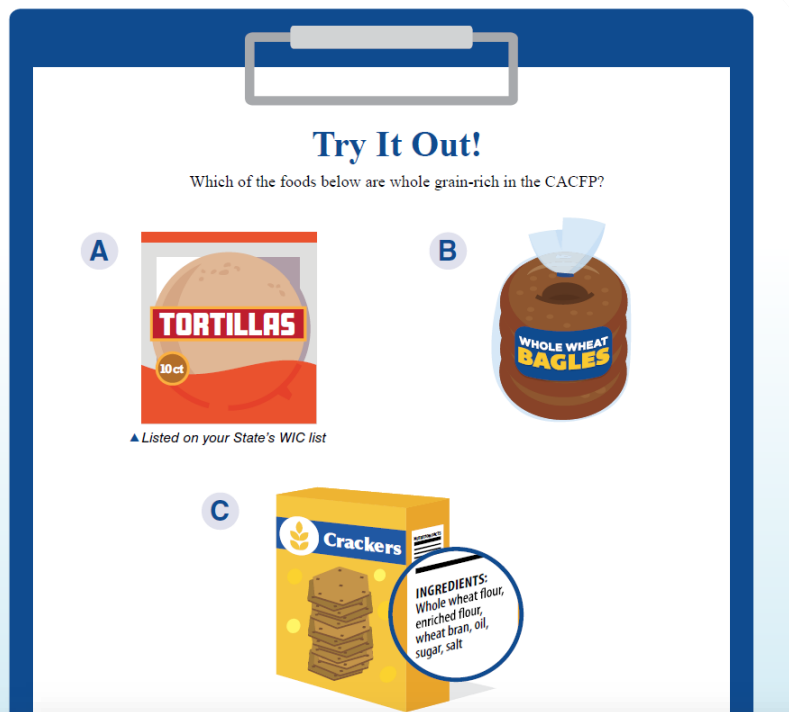
The Whole Grain stamp cannot be used to identify whole grain-rich foods in the CACFP.



Foods labeled with "made with whole grains," "multi-grain," or "whole grain" may not be whole grain-rich.



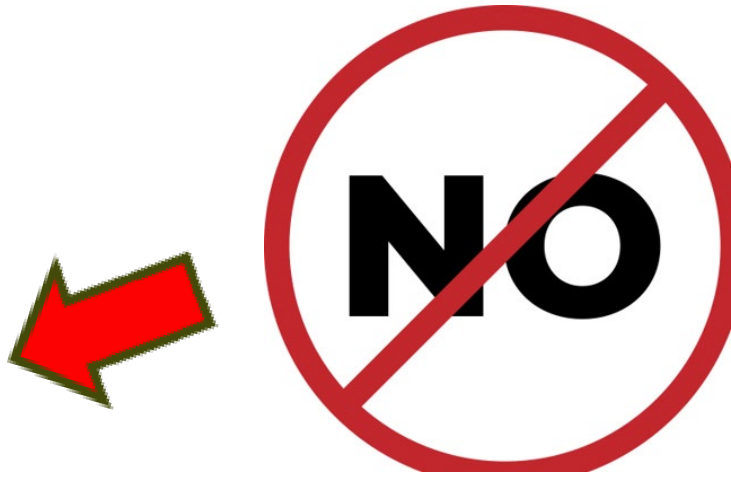
Lets practice !



Answer:

A and C are whole grain-rich because:

- The corn tortillas (A) are listed on a State's WIC list and
- The crackers (C) meet the *Rule of Three*. The first ingredient, the whole wheat flour, is whole grain, the second grain ingredient, the enriched flour, is enriched, and the third grain ingredient, wheat bran, is a type of bran.
- The whole wheat bagel (B) may or may not be whole grain-rich. Only breads and some pastas labeled "whole wheat" are whole grain-rich. You would need to use another method to see if these bagels are whole grain-rich.



These crackers are **not creditable** in the CACFP, as they are not made of enriched flour or whole wheat flour.



Infant Menu Requirements

(0-11 months)

Once an infant is developmentally ready to eat solid foods, you **must** record all **three required meal components** on the infant menu, including for snacks. If the infant is **not yet ready** for solid foods, it is acceptable to report **only the infant formula or breast milk** served.

Major Meals (3 components)

1. Breast milk or Formula
2. A fruit and/or vegetable
3. Infant cereal and/or meat/meat Alt.

Snacks (3 components)

1. Breast milk or Formula
2. A fruit and/or vegetable
3. Infant cereal and/or grains

**For further details on infant feeding, please refer to our program manual.*



Serving Requirements for Infants



Milk

0-5 months:

- At least 4oz Breast milk or Formula for major meals
- 0-4oz Snacks

6-11 months:

- At least 6oz Breast milk or Formula for major meals
- 2oz snacks

Solid Foods

- Infant Cereal: 0-½ oz eq (4 tbsp) or ¼ cup
- Meat/Meat Alt: 0-4 tbsp
- Cheese: 0-2 oz
- Cottage Cheese (by volume): 0-4 oz or ½ cup
- Yogurt: 0-4 oz or ½ cup
- Fruits/Vegetables: 2 tbsp



Grains

Grains for Major Meals:

- Infant Cereal-0- 1/2oz eq or 4 tbsp

Grains for Snacks:

- Bread: 0-½ oz eq, ½ slice or 14grams
- Crackers: 0-¼ oz eq
- Infant Cereal: 0- ½ oz eq or 4 tbsp
- Ready to eat cereal: 0-¼ oz eq



Print the following

Link to detailed serving amounts for grains:

https://fna-bwbufwdzbabpezgc.z01.azurefd.us/sites/default/files/resource-files/Feeding_Infants_Using_Ounce_Equivalents_for_Grains.pdf

Link to infant meal pattern (please post in your kitchen:

[http://www.evergreencacfp.org/uploads/1725574022cacfp-infant-meal-pattern-\(2024\).pdf](http://www.evergreencacfp.org/uploads/1725574022cacfp-infant-meal-pattern-(2024).pdf)

Other Reminders on Infant Feeding

- Infant formula and dry infant cereal must be **iron-fortified**.
- **Infant formulas must be manufactured in the United States.** However, there is a list of approved foreign infant formulas approved by the FDA to help increase the supply of infant formula in the United States:
<https://www.fda.gov/food/infant-formula-guidance-documents-regulatory-information/enforcement-discretion-manufacturers-increase-infant-formula-supplies>
- When a parent or guardian chooses to provide breast milk or a creditable infant formula and the infant is consuming solid foods, the day care home must supply all the other required food components in order for the meal to be reimbursable
- **Breast milk must be labeled with the infant's name and the date in which the breast milk was expressed** in the bottle or breastmilk storage bag. Also, do not keep breast milk longer than 72 hours after it was expressed.

- **Use only the formula listed in enrollment form, as that formula was already approved to be served. If the formula brand will be changed, please make sure to update the infant's enrollment. ECCI will contact you if the formula does not meet the CACFP requirements.**
- **Juices** must not be served to infants.
- **Serving infant cereal in a bottle is not allowed.**
- **Ready-to-eat cereals-** As a reminder, all ready-to-eat cereals served to infants must meet the same sugar limits as breakfast cereals served to children. By October 1, 2025, breakfast cereals must contain no more than 6 grams of added sugars per dry ounce. Ready-to-eat cereals must also be whole grain-rich, enriched, or fortified in order to be creditable in the CACFP.
- **Yogurt**, including soy yogurt, is allowed as a meat alternate for older infants who are developmentally ready to accept yogurt. By October 1, 2025, yogurt must contain no more than 12 grams of added sugars per 6 ounces.
- **Cheese food or cheese spread is not creditable for infants.** This is due to these products' higher sodium content

Enrolling Infants & Meal Times

Infants enrolled for care at a participating CACFP daycare homes, institution or facility must be offered a meal that complies with the CACFP infant meal pattern requirements. An institution or facility must make reasonable modifications, including substitutions for meals and snacks, for infants with a disability and whose disability restricts their diet.

CACFP regulations define an enrolled child as “a child whose parent or guardian has submitted to an institution a signed document which indicates that the child is enrolled in child care. **An institution or facility may not avoid this obligation by stating that the infant is not “enrolled” in the CACFP, or by citing logistical or cost barriers to offering infant meals.** Decisions on offering program meals must be based on whether the infant is enrolled for care in a participating CACFP institution or facility, not if the infant is enrolled in the CACFP.

Infants may experience hunger outside of typical mealtimes. For this reason, it is recommended that infants be fed on demand, which means feeding them when they show signs of being hungry. Infant meals will not be disallowed due solely to the fact that they are not served within the institution or facility’s established mealtime periods.



A collage of various healthy foods. In the top left, there's a bowl of green olives. To its right is a cluster of dark blueberries. Below the blueberries are several slices of pink grapefruit. On the far left, a white bowl contains hummus with a lemon wedge. On the far right, a white plate holds a portion of white cheese. The background is a rustic wooden surface.

Ounce Equivalents of Grains in the CACFP

To make sure children 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.). **This includes in the infant meal pattern as well.**

Ounce equivalents approximate the amount of grain in a portion of food.

Providers need to know how much to serve to the different age groups to meet the ½ and 1oz grain equivalents

TABLE 3 TO PARAGRAPH (c)(2)—CHILD AND ADULT CARE FOOD PROGRAM LUNCH AND SUPPER

[SELECT THE APPROPRIATE COMPONENTS FOR A REIMBURSABLE MEAL]

Meal components and food items ¹	Minimum quantities				
	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 ²	Adult participants
Fluid milk	4 fluid ounces ³	6 fluid ounces ⁴	8 fluid ounces ⁵	8 fluid ounces ⁵	8 fluid ounces. ⁶
Meats/meat alternates ⁷	1 ounce equivalent	1 1/2 ounce equivalents	2 ounce equivalents	2 ounce equivalents	2 ounce equivalents.
Vegetables ⁸	1/8 cup	1/4 cup	1/2 cup	1/2 cup	1/2 cup.
Fruit ⁸	1/8 cup	1/4 cup	1/4 cup	1/4 cup	1/2 cup.
Grains ⁹	1/2 ounce equivalent	1/2 ounce equivalent	1 ounce equivalent	1 ounce equivalent	2 ounce equivalents.

Links to the 4 Ounce Equivalents Guides provided by the USDA. Please print as you will need them to help you determine how much of a grain product you need to serve to meet the meal pattern requirements.

<https://fns-prod.azureedge.us/sites/default/files/resource-files/CACFPworksheetGrainsOzEq%20.pdf>

https://fns-prod.azureedge.us/sites/default/files/resource-files/Calc_OzEqGrainsCACFP.pdf

<https://fna-bwbufwdzbabpezgc.z01.azurefd.us/sites/default/files/resource-files/tn-cacfp-single-serving-packages-worksheet.pdf>

<https://fns-prod.azureedge.us/sites/default/files/resource-files/Feeding Infants Using Ounce Equivalents for Grains.pdf>

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Food and Nutrition Service

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

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

How Much Is 1 Ounce Equivalent?

20 cheese crackers (1" by 1") = 1 oz. eq.
12 thin wheat crackers (1 1/4" by 1 1/2") = 1 oz. eq.
5 woven whole-wheat crackers (1 1/2" by 1 1/2") = 1 oz. eq.

Using the Grains Measuring Chart

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

- 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 36 grams, then use the Nutrition Facts label for the item you want to serve to make sure it weighs the same, or more than, the grain on the chart. See page 5.

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

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

Grain Item and Size	1-through 5-year-olds at Breakfast, Lunch, Supper, Snack	6-through 18-year-olds at Breakfast, Lunch, Supper, Snack	Adults at Breakfast, Lunch, Supper
Pita Bread/Round (whole grain-rich or enriched) (at least 56 grams)	1/4 pita or 14 grams		
Popcorn	1 1/2 cups or 14 grams		
Pretzel, Hard, Mini (about 1 1/4" by 1")			

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

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 Breakfast, Lunch, Supper
	Serve at Least 1/4 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 1/2")**	1 cracker or 14 grams	2 crackers or 28 grams	4 crackers or 56 grams
Cracker, Round, Savory (about 1 1/4" 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 1/4" by 1 1/4")**	6 crackers or 11 grams	12 crackers or 22 grams	23 crackers or 44 grams
Cracker, Woven Whole-Wheat, Square, Savory (about 1 1/2" by 1 1/2")**	3 crackers or 11 grams	5 crackers or 22 grams	10 crackers or 44 grams
Croissant at least 34 grams*	1/2 croissant or 17 grams	1 croissant or 34 grams	2 croissants or 68 grams
English Muffin (top and bottom) at least 56 grams	1/2 muffin or 14 grams	1/2 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	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
Matka Toast (about 3 1/2" by 1 1/2")**	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*	1/2 muffin/slice or 28 grams	1 muffin/slice or 56 grams	2 muffins/slices or 110 grams
Oatmeal	1/4 cup cooked or 14 grams dry	1/2 cup cooked or 28 grams dry	1 cup cooked or 56 grams dry
Pancake at least 34 grams*	1/2 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 3 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.

A top-down view of a variety of fresh produce arranged on a light-colored wooden surface. In the upper left, there's a bunch of green broccoli. Next to it are several bright red radishes with their leafy greens. A wooden cutting board holds a sliced red tomato. To the right, a whole yellow lemon and a green lime are visible. In the center, a small glass bowl is filled with fresh raspberries. Scattered around are blueberries, a single cherry, and a lime wedge. In the bottom right corner, several whole orange carrots are laid out. A head of green leafy lettuce is partially visible in the top right. The overall scene is bright and colorful, representing healthy, natural ingredients.

Added Sugars

Added Sugars for Breakfast Cereals & Yogurt

- Breakfast cereals must contain no more than 6 grams of **ADDED sugars** per dry ounce, instead of total sugars.
- Yogurt must contain no more than 12 grams of **ADDED sugars** per 6 ounces, instead of total sugars (2 grams of added sugars per ounce).

The cereal and yogurt guides have been **updated!**

Please be advised, they look similar to the previous guides. Please print the updated guides that are now for ADDED sugars (see following pages).

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:

- 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.

Yummy Brand Cereal

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.

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	64-66 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
41-45 grams	9 grams	92-95 grams	20 grams
46-49 grams	10 grams	97-100 grams	21 grams

[illegible]

*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.

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https://fns-prod.azureedge.us/sites/default/files/resource-files/CACFP_choosebreakfastcereal.pdf



Is this cereal creditable? Lets practice!

Step 1- Find the serving size of the cereal on the Nutrition Facts label of the cereal box .

Step 2- Use the **Cereal Guide Chart** to find the serving size of the cereal & to the far right, you will see the maximum amount of added sugars.

Step 3- Look for the **ADDED Sugars (NOT total sugars)** on the cereal's Nutrition Facts label. Ensure it does not exceeds the amount listed on the chart.

Nutrition Facts / Datos de Nutrición		
About 12 servings per container/Aproximadamente 12 raciones por envase		
Serving size/Tamaño por ración	1 cup/1 taza (54g)	
Calories/Calorias	220	280
Total Fat/Grasa Total	4.5g*	6%
Saturated Fat/Grasa Saturada	0.5g	3%
Trans Fat/Grasa Trans	0g	
Polyunsaturated Fat/Grasa Poliinsaturada	1.5g	
Monounsaturated Fat/Grasa Monoinsaturada	2.5g	
Cholesterol/Colesterol	0mg	0%
Sodium/Sodio	240mg	10%
Total Carbohydrate/Carbohidrato Total	43g	16%
Dietary Fiber/Fibra Dietética	4g	13%
Total Sugars/Azúcares Totales	15g	30%
Incl. Added Sugars/Incluye azúcares añadidos	15g	30%
Vitamin D/Vitamina D	4mcg	20%
Calcium/Calcio	130mg	10%
Iron/Hierro	16.2mg	90%
Potassium/Potasio	120mg	2%
Vitamin A/Vitamina A	10%	20%
Vitamin C/Vitamina C	10%	10%
Thiamin/Tiamina	90%	90%
Riboflavin/Riboflavina	90%	110%
Niacin/Niacina	90%	90%
Vitamin B ₆ /Vitamina B ₆	90%	90%
Folate/Folato (215mcg folic acid/ácido fólico)	90%	90%
Vitamin B ₁₂ /Vitamina B ₁₂	90%	120%
Pantothenic Acid/Ácido Pantoténico	60%	60%
Phosphorus/Fósforo	10%	25%
Zinc/Zinc	90%	90%

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.			
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

Answer: The cereal chart above states that a cereal with a serving size of **54 grams** cannot exceed **11 grams** of **ADDED** sugars.

This cereal has 15 grams of added sugars (the maximum amount of added sugars is 11 grams). Therefore, this cereal is **NOT CREDITABLE**.

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 ÷ _____ 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	¼ 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.

More training, menu planning, and nutrition education materials for the CACFP can be found at TeamNutrition.USDA.gov.



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This chart guides you on calculating the added sugars limit for breakfast cereals.

Use if you do not find the serving size in the previous chart.

Link to this guide:

<https://fns-prod.azureedge.us/sites/default/files/resource-files/tn-cacfp-sugarcereals.pdf>

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.

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

**Nutrition Facts**

7 servings per container
Serving size 6 oz (170g)

Amount per serving	
Calories	130
	% Daily Value ¹
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



More training, menu planning, and nutrition education materials for the CACFP can be found at TeamNutrition.USDA.gov.



Try It Out!

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

Added Sugars Limit in Yogurt

Swimming Time Group (s)	Swimming Time Group (s)	Added Support Group (s)	Swimming Time Group (s)	Swimming Time Group (s)	Added Support Group (s)
If the swimming time is 20 s	If the swimming time is 20 s	Added support must be 20 s	If the swimming time is 20 s	If the swimming time is 20 s	Added support must be 20 s
1.20 s	20 s	2	4.27 s	13.7 s	9 s
1.20 s	30 s	3	5.34 s	14.2 s	10 s
1.20 s	40 s	4	6.41 s	14.7 s	11 s
1.20 s	50 s	5	7.48 s	15.2 s	12 s
1.20 s	55 s	6	8.05 s	15.6 s	13 s
1.20 s	60 s	4	8.62 s	16.1 s	13 s
1.20 s	70 s	5	9.69 s	17.1 s	12 s
1.20 s	80 s	6	10.76 s	18.1 s	13 s
1.20 s	90 s	7	11.83 s	19.1 s	14 s
1.20 s	100 s	8	12.90 s	20.1 s	14 s
1.20 s	110 s	9	13.97 s	21.1 s	15 s
1.20 s	120 s	8	14.54 s	22.0 s	15 s

Yogurt To Serve in the CACFP[®]

[illegible]

*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.

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This is the updated yogurt guide. You will now be looking at **ADDED SUGARS**, not total sugars.

The second page has the full chart.

Here is the link to this guide:

<https://fns-prod.azureedge.us/sites/default/files/resource-files/tn-cacfp-chooseyogurt.pdf>



Is this yogurt creditable? Let's practice!

Step 1- Find the serving size of the yogurt on the Nutrition Facts label of the yogurt.

Step 2- Use the [Yogurt Chart](#) to find the serving size of the yogurt & to the far right, you will see the maximum amount of added sugars.

Step 3- Look for the **ADDED Sugars** (NOT total sugars) on the yogurt's Nutrition Facts label. Ensure it does not exceed the amount listed on the chart.

Nutrition Facts	
about 5 servings per container	
Serving size 3/4 cup (170g)	
Amount per serving	
Calories 130	
% Daily Value*	
Total Fat 1.5g	2%
Saturated Fat 1g	5%
Trans Fat 0g	
Cholesterol 5mg	2%
Sodium 80mg	3%
Total Carbohydrate 26g	9%
Dietary Fiber 0g	0%
Total Sugar 22g	
Includes 16g Added Sugars 5%	
Protein 4g	
Vit. D 1.5mcg 8%	Calcium 170mg 15%
Iron 0mg 0%	Potas. 240mg 6%
Vit. A 200mcg 20%	
* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.	

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

Answer: The yogurt chart above states that a yogurt with a serving size of **170 grams** cannot exceed **12 grams of added sugars**.

This yogurt has 16 grams of added sugars (the maximum amount of added sugars is 12 grams). Therefore, this yogurt is **NOT CREDITABLE**.

This chart guides you on calculating the added sugars limit for yogurt.

Use if you do not find the serving size in the previous chart.

Link to this guide:

<https://fns-prod.azureedge.us/sites/default/files/resource-files/tn-cacfp-sugaryogurt.pdf>

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:

- 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.
- Find the Added Sugars on the Nutrition Facts label. Write the number of grams (g) of added sugars here: _____
- Divide the grams of Added Sugars by the Serving Size.
_____ grams Added Sugars ÷ _____ Serving Size = _____
- 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 85mg	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 ÷ 170g = 0.0588, which is less than 0.0702. If dividing by 1/2 cup (4 oz) of yogurt, 10 ÷ 4 oz = 2.5, which is less than 2.

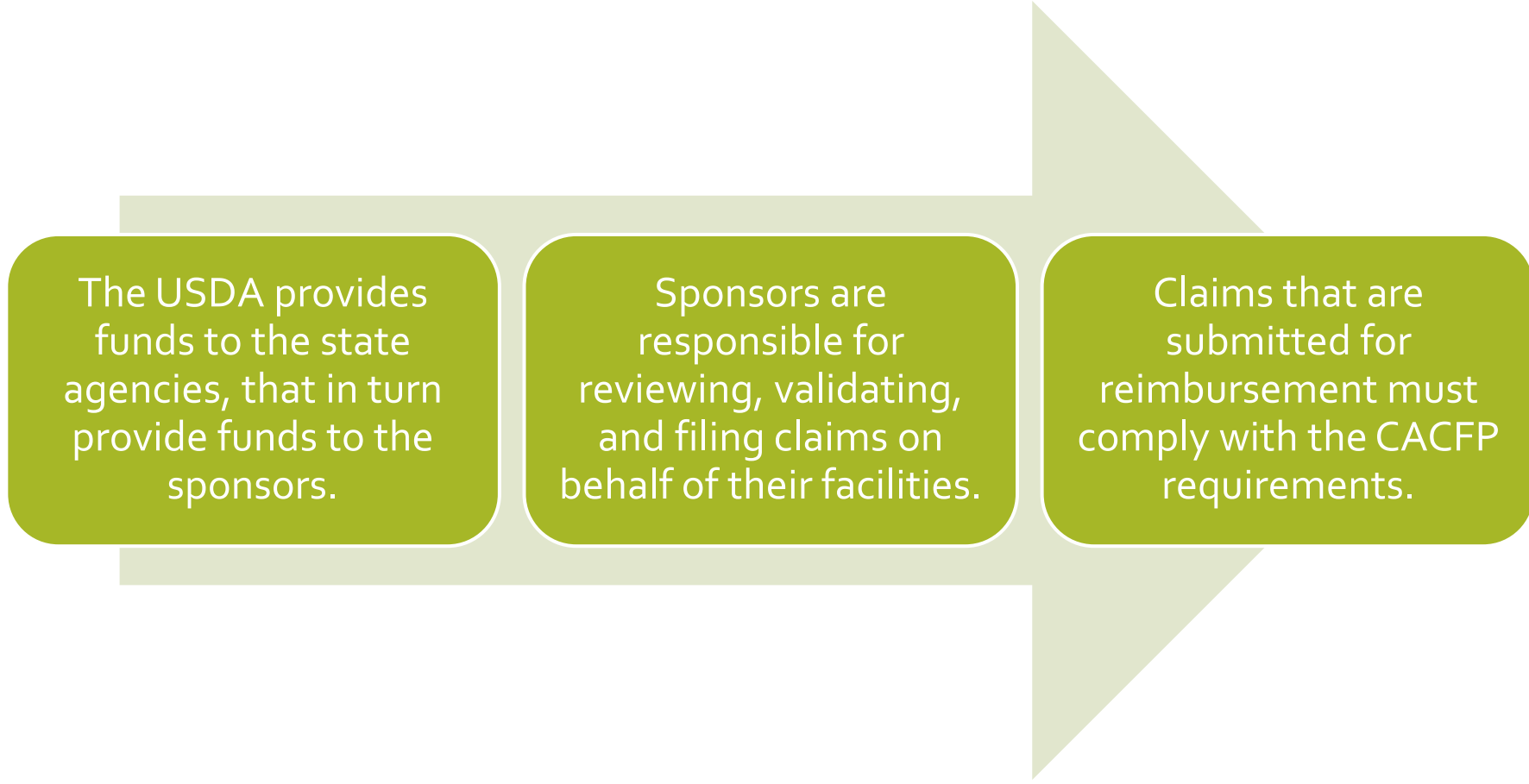
More training, menu planning, and nutrition education materials for the CACFP can be found at TeamNutrition.USDA.gov.



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Claim Submission & Reimbursement





Submitting Your Monthly Meal Claim in My Food Program:

To submit your meal claim:

1. Log into your My food program.
2. On the main menu, click on Check Errors and Submit to Sponsor, then select claim month to be submitted, then click "Load" .
3. Scroll down to the box that indicate "Submit to Sponsor". A message will pop up that says: This will finalize your meals for this month and you won't be able to change it anymore, are you sure?
4. Click Ok to proceed.

How to submit to sponsor:

<https://www.youtube.com/watch?v=4Td51WOg6Uo>

Deadlines for Claim Submission

- Providers must submit their meal claim at the end of each month or before beginning claims for the next month.
- All claims must be submitted to ECCI no later than the 3rd calendar day of the following month. Claims received after this deadline will be considered late adjustment claims.

Claim Processing Timeline

- Once received, ECCI staff review all claims and submit the information to the California Department of Social Services (CDSS).
- CDSS typically requires 4–6 weeks to process Evergreen's reimbursement request.
- After ECCI receives reimbursement, payments are disbursed to providers within 5 working days.



Daycare Homes Federal & State Reimbursement Rates

Effective July 1, 2026 - June 30, 2027

Federal Reimbursement

Breakfast		Lunch		Dinner		Snack	
Tier I	Tier II	Tier I	Tier II	Tier I	Tier II	Tier I	Tier II
\$1.74	\$0.62	\$3.31	\$1.99	\$3.31	\$1.94	\$0.98	\$0.27

State Reimbursement

Day Care Home receives 70% of the below calculation
\$0.2203 state reimbursement for .75 of the breakfast and lunches served to participating children

Claim Summary Report

After submitting your meal claim to ECCI, a Claim Summary Report will be generated. It is the provider's responsibility to review this report carefully.

Why It's Important

By reviewing your Claim Summary Report, you will be able to:

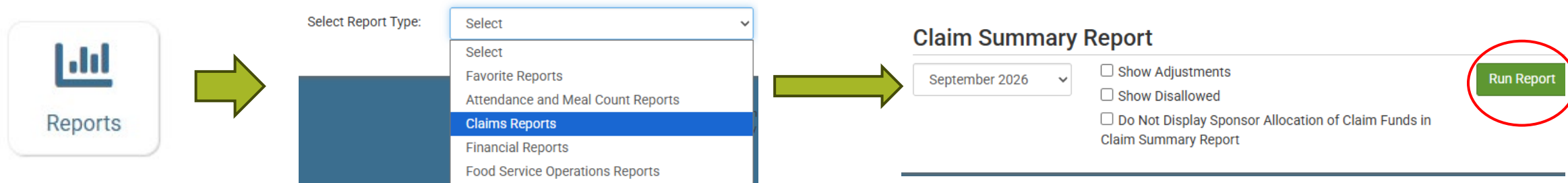
- Confirm how many meals were processed.
- Identify any meals that were disallowed and the reasons why.
- See the reimbursement amount you are eligible to receive.

How to Access the Report in My Food Program

Log in to My Food Program.

Main Menu> Click Reports> Select Claim Reports> Click Claim Summary Report> Choose the Claim Month>Run Report.

Note: The report will be available 2–3 business days after claim submission.





Monitoring Visits

During each fiscal year, minimum of three monitoring visits are required for day cares participating in the Child and Adult Care Food Program (CACFP). Two out of the three monitoring visits conducted are unannounced and one of the unannounced visits must be in observance of a meal service.

Per our call-in policy, if you plan on not claiming, please **notify us in advance**, as we are mandated to conduct three visits for the fiscal year.

Monitoring visits may be conducted between **7:00 AM and 7:00 PM**.

ECCI prepared a check list to assist providers prepare for our monitoring visits

Link to the list: http://www.evergreencacfp.org/uploads/1692985095provider-check-list_preparing-for-in-person-visits.pdf



Virtual Visits

One of the three required monitoring visits may be conducted virtually via video call (FaceTime, WhatsApp, or Zoom). This is upon approval of USDA and CDSS annually.

Please note: phone calls are no longer an option—visits must be conducted by video call.

During a virtual visit, the same guidelines as an in-person visit will apply. Once the visit is completed, ECCI will email the monitoring report to the provider within 48 hours for electronic signature.

Monitoring Staff Phone Numbers

It is essential that providers answer calls from monitoring staff. If a monitoring visit cannot be conducted within a reasonable time frame (2 days), ECCI cannot provide reimbursement for the last date of contact. Please be aware that staff may call from their cell phones rather than the office landline. For this reason, we recommend saving the following numbers for visitation purposes only:

- (213) 925-3378 — Yazmin Otero
- (909) 247-5652 — Rina Larida
- (323) 243-3264 — Erika Aguilar



Save staff cell #'s

For all other matters, please contact our office line at (213) 380-3850 (this **landline** does not accept text messages.)



Beverage Containers and Food Labels

- During monitoring visits, ECCI staff must review beverage and food labels for recently claimed meals to ensure the meals being served are creditable and eligible for reimbursement.
- ECCI also conducts monitoring visits during non-meal times.

Milk/Juice Containers

Ensure not to discard the milk & juice container(s) you used for the day, not until 7:00PM.

ECCI will ask to see the expiration date of the milk(s) you used for the day.



Saving Current Month's Food Packages

To remain in compliance with CACFP requirements, providers must save food label packaging for the current month. These labels are necessary for reviewers to verify that foods served are creditable.

Providers must save packages that show:

- The product's front label
- The list of ingredients
- The nutrition facts label

This applies to all commercially prepared items, including but not limited to: All grain/bread items, Yogurt, Juices, Tofu (if offered), Processed meat items (e.g., lunch meat, hot dogs, chicken nuggets, corn dogs, etc.)

The food labels for the day of the monitoring visit will be of priority to review



Daycare License Renewal Fee



Providers participating in the CACFP must maintain current daycare license fees. To verify this, proof of annual license fee payment to the Department of Social Services (DSS) must be submitted to ECCL each year. Only providers with active licenses are eligible to participate in the CACFP.

The following are acceptable proof of payments:

- Front & back copy of the cancelled check
- Money order
- Online payment confirmation
- Bank/credit card statement that has payable to DSS, and that it has been posted
- Copy of Facility Transaction History (may be requested from Community Care Licensing)

Please be advised: Daycare license renewal fee proof must be forwarded to ECCL **within 2 months** from the license renewal due date.



Women Infant and Children Program (WIC)

Share this information with your parents!

The CACFP promotes WIC for the families it serves.

ECCL has WIC pamphlets and flyers in our office's waiting area. Feel free to come by and take some for your childcare facility.

For more information on WIC visit

<https://myfamily.wic.ca.gov/>

or call (1800) 852-5770

Sign Up for WIC!



You may qualify if you:

- Are pregnant, breastfeeding, just had a baby; or
- Had a recent pregnancy loss; or
- Have a child or care for a child under age 5; and
- Have low-to-medium income; or
- Receive Medi-Cal, CalWORKS (TANF), or CalFresh (SNAP) benefits; and
- Live in California

The Women, Infants, and Children (WIC) Nutrition Program provides healthy foods, nutrition tips, breastfeeding support, health care referrals and community information.



Visit www.phfewic.org or call 888-942-2229 for more information.

Local Agency Information

www.phfewic.org
Text "Apply" to 91997
(888) 942-2229



Newly pregnant individuals, working families, including military and migrant families are encouraged to apply! WIC welcomes dads, grandparents, foster parents, and guardians who care for eligible children.



This institution is an equal opportunity provider.



Newsletters

We strongly encourage you to read our monthly newsletters. They contain important updates and helpful information, including:

- Upcoming due dates
- Newly approved creditable foods
- Updates and changes to the CACFP
- Grant opportunities

You can access our newsletters here:

www.evergreencacfp.org/newsletters



Thank you for your time !

Now it is time to take the test and obtain your certificate of completion (see next page). Please complete by

Friday, September 25, 2026

CLICK ON THE LINK BELOW TO TAKE THE TEST &
OBTAIN YOUR CERTIFICATE OF COMPLETION

[HTTPS://WWW.CLASSMARKER.COM/ONLINE-
TEST/START/?QUIZ=KQH6AA2FAA8F2549](https://www.classmarker.com/online-test/start/?quiz=kqh6aa2faa8f2549)

PLEASE **DO NOT** MAIL YOUR TEST RESULTS OR CERTIFICATE TO OUR OFFICE, AS WE HAVE
ACCESS TO THIS INFORMATION ONLINE.

In accordance with federal civil rights law and USDA civil rights regulations and policies, the USDA, its agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the state or local agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

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

Fax: (202) 690-7442; or

Email: program.intake@usda.gov.

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