

Menu Guide



Compliments of:

Day Care Resources, Inc.

USDA Child and Adult Care Food Program

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(1) mail: U.S. Department of Agriculture
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1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; **or**

(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

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Meal Pattern Summary *(effective October 1, 2017)*

Infants:

- ▶ *Infant age groups: 0-5 months and 6-11 months*
- ▶ *Facilities reimbursed when mom breast feeds on site*
- ▶ **A serving of fruit/vegetable** is required at **ALL** meals and snacks (no juice allowed) for 6-11 month old infants who are developmentally ready
- ▶ *Ready-to-eat cereal allowed at infant snack*
- ▶ *Cheese spread/cheese food is NOT creditable for infants*

Children (Ages 1+):

- ▶ *Grain-based desserts are **NOT** creditable*
- ▶ **ONE** bread/grain serving per day must be **whole grain-rich** (at your facility)
- ▶ **Juice** can be served only **ONCE** per day (at your facility)
- ▶ *One vegetable required at lunch/dinner*
- ▶ *Milk*
 - *Must be unflavored for ages 1-5*
 - *Whole (unflavored) required for 1 year olds*
 - *Children ages 6 and older can have skim (fat free) flavored milk.*
- ▶ *Sugar limits on cereal (≤ 6 g in 1 dry ounce) & yogurt (≤ 23 g in 6 ounces)*
- ▶ *Up to 3 times per week, a meat/meat alternate can be served instead of a bread/grain at breakfast*
- ▶ *Deep frying is NOT allowed on site*
- ▶ *Tofu counts as a meat alternate*

Menu Policies

Equal Access

Facilities must offer to provide meals and snacks to **ALL** children at your facility, including infants and children with disabilities. For example, providing meals to all children EXCEPT infants would be a civil rights violation. Once you have offered to provide meals and snacks, if a parent does NOT wish their child to have meals and snacks at your facility, he/she can mark “non-participating” on the child’s enrollment form. Keep in mind that 1) you will not be able to claim this child and 2) parents who choose to opt out of the program have the responsibility to bring ALL meals and snacks for their child.

Record Daily

Meals and attendance must be recorded on a daily basis. Records must remain on site so parents or representatives of the food program can review them. Attendance cannot be recorded before a meal or snack is served. *Failure to keep menus and/or attendance up to date may cause disallowances.*

Meal Times

You should allow a minimum of two hours between the beginning of each meal and snack and four hours between each meal. Meals must be served within the times allowed by the Illinois State Board of Education (ISBE): Breakfast: before 10 am; Lunch: after 10:30 am and before 2 pm; Dinner: after 4 pm and before 7 pm; Evening Snack: after 6 pm and before 9 pm. Facilities that use web menus (homes AND centers) must call the office to change or add meal times. Day care home providers using scannable menus should write their meal times on the first page of each month’s menu.

Copies of Menus & Enrollments

The USDA requires facilities to keep copies of Food Program paperwork for 3 years plus the current year. Your Program Advisor or Monitor may need to refer to previous menus to complete his/her paperwork at your visit. When you receive your Claim Summary and Error(s) Report, you may want to look at your menus and/or enrollments to help answer any questions about your claim. Facilities that use computerized menus can print an Error Report at the end of the month or review their enrollments and past menus online. Scannable menu providers (homes) have carbon copies of their menus and enrollments. Day Care Resources reserves the right to charge for additional copies of paperwork.

Menu Instructions

Instructions are located in the “Menu Keeping” section of your Guidebook.

HOMES:

- For help with KidKare internet menus, see the KidKare Workbook.
- For instructions on how to fill out scannable menus, see the Provider Workbook.

CENTERS:

- See the Facility Program Guide.

Menu Evaluations

You may receive feedback on how to improve your menus. These include tips on a “Menu Evaluation” or on your “Claim Summary and Errors Report.” Follow instructions carefully to avoid costly menu deductions in the future.

Eating Off Site & Facility Closures

You must **notify our office in advance** when your facility will be closed (when ALL children and key staff will be away from the facility) **during a regularly scheduled meal or snack time**, such as a field trip during lunch time. Since facilities are licensed to serve food on site, a meal or snack may only be served off site **occasionally**. Facilities must ensure that food and milk are transported safely, such as in a cooler with ice. *Sack lunches/snacks sent to school cannot be claimed.* Contact our office by:

- Email: info@dcrhome.org
- Phone: 309-925-2274
- Fax: 309-925-7833

Menu Plans

There are several menu plans you can use to make menu planning easier!

- **Menu Templates:** Menu templates contain hundreds of menu ideas for meals and snacks. Choose the menus you want to use. Simply record the number of the meal or snack that you serve on your menu.
- **Scheduled Menus:** Facilities that use computerized menus can create their own menu plans. Plan your menu on the online calendar. Print your weekly menu plan to use as a grocery list or to post at your facility.
- *Homes ONLY:*
 - **EZ Menus:** EZ Menus are 31 days of meals and snacks that correspond with each day of the calendar month.
- *Centers ONLY:*
 - **Menu Rotation:** Centers or At-Risk sites that use a repeating (cycle) menu can turn in their menu plan (4 weeks or more of menus). Day Care Resources staff will review and enter your menus each month.

Tell your Program Advisor if you are interested in any of these menu plans. All menu plans that you use must be available for inspection at every visit.

Family Style Meals

Family style meal service gives children the opportunity to serve their own food from bowls or platters placed on the table. Family style meals help children learn about nutrition, develop motor skills (such as serving food) and practice social skills (such as manners and sharing). The requirements for family style meal service are:

- 1) You must serve enough food on the table to provide a **full serving of each meal component** to each child (and any supervising adult(s) that eat with the children).
- 2) Children must be allowed to serve their own food(s) with assistance from supervising adults **except for fluids** (ex. milk, juice). *If supervising adults serve fluids, a full portion must be provided to each participant.*
- 3) During the meal/snack, the supervising adult(s) must **actively encourage** each participant to serve themselves a **full serving of each required food**. *As long as foods are actively offered, children have the right to refuse food and do **NOT** have to consume a full portion to qualify for reimbursement.*

Consult your local health department to see if leftovers from family style meal service can be reused.

Use Non-Food Rewards/Punishments

To help children develop a healthy relationship with food, food (and beverages) **cannot** be used as a reward or punishment. For example, a food or beverage cannot be offered for successful potty training or “cleaning your plate.” Instead, focus on non-food rewards, such as praise for a job well done, giving stickers, reading a story, playing a game, or allowing extra time on the playground. Likewise, a food, beverage or meal/snack cannot be withheld to punish a child. Consult DCFS for guidance on acceptable and age-appropriate punishment techniques.

Shifting

You must have prior approval to shift at any meal or snack. Shifting is defined as serving two different groups of children a particular meal or snack at two different times. If the total number of children is over the licensed capacity, some or all of group A must leave the day care before group B arrives to avoid being over capacity. A shifting request form must be approved by our office prior to claiming two groups of children.

Feeding Infants

Infant Formula & Food Choices must be documented on each infant's Enrollment Report/Form.

- Infant formula must be **Iron Fortified** Infant Formula (IFIF).
- Day care facilities **must offer to provide** at least **ONE** type of IFIF. The facility must write the brand of formula that he/she offers on the Enrollment Form. The parent can choose to provide a different kind of IFIF or breast milk.
- Parent provided formula or infant foods are documented on the infant's Enrollment Report/Form.
- Meals and snacks containing **ONLY** parent provided formula or breast milk are reimbursable for infants from birth through five months of age and 6-11 month infants who are **NOT** developmentally ready to eat solid foods.

Infant Solid Foods

- Solid foods should be mashed, soft cooked, ground or pureed to match the infant's developmental stage.
- Babies who are 6 to 11 months old can eat table foods that are allowable for infants (see next page).
- Infant cereal must be Iron Fortified Infant Cereal (IFIC). List by the kind of infant cereal, such as IFIC-Rice.
- Iron Fortified Infant Cereal and purees should be fed with a spoon.
 - Serving infant cereal in a bottle is **NOT** allowed unless it is supported by a medical statement from the child's doctor. Serving solids in a bottle may cause aspiration, choking or obesity.
 - Prolonged sucking on baby food pouches may contribute to tooth decay.
- Ready-to-eat breakfast cereals (≤ 6 grams sugar/oz) are **ONLY** allowed at infant **SNACK**.
- Never give honey to a child under 1 year of age. Bacteria in honey can cause infant botulism.

Breast Milk

- Facilities may receive reimbursement for meals when a mother breast feeds her child on site.
- Expressed breast milk may be stored for up to 72 hours in the refrigerator kept at 40°F or below.

“On Demand” Feeding

Infants do not eat on a strict schedule. As long as all required components are offered during the times the child is in care, meals can be served to fit the infant's schedule. For example, meals/snacks may be at different times than the older children or may be split into two feedings.

Developmentally Ready

Six to 11 months of age is a critical time to start solid foods with infants. Feeding solid foods during this window of time helps infants accept new textures and flavors, which may prevent picky eating. In addition, delaying the introduction of solid foods may increase the risk of deficiencies, developmental delays, and food allergy.

- An infant may be developmentally ready when:
 - He/she can sit up in a high chair and has good head control.
 - The infant opens his/her mouth when food comes his/her way and seems interested in food.
 - The infant is able to move his/her tongue to help swallow food. (*Tongue should **not** push the food out.*)
- Talk with parents/guardians. **You must offer all of the solid foods on the infant meal pattern** when the infant is developmentally ready (i.e. once the infant is eating those foods at home) **unless a note from the parent or doctor states solids should be delayed or follow an alternate feeding plan.**
- Work with parents to try one new food at a time over the course of a few days to make sure there are no problems.

Age Transitions

Meals must be listed on the **infant menu** until the day the child turns **1 year old**.

- **6 months:** Solid foods should be introduced gradually. The day an infant turns 6 months you will be able to record solid foods on your menu. The solid foods on the infant meal pattern are required when the infant is developmentally ready to eat them.
- **1 year old:** The day a child turns 1 year old you **must** start him/her on the regular menu.

Infant Foods

Serve when developmentally ready starting at 6 months

Allowed	NOT Creditable		
<p>Meats - Meals ONLY (B/L/D)</p> <p><i>(Ground/pureed/finely chopped to infant's developmental stage)</i></p> <ul style="list-style-type: none"> • Beef • Chicken • Fish Fillets (plain, no breading, no batter) • Turkey • Tuna <p>Baby food dinners (ex. turkey vegetable dinner) must state the amount of meat on the package (or on a Product Formulation Statement/"PFS" from the manufacturer) to count towards the meat/meat alternate requirement.</p>	<p>Do NOT claim:</p> <ul style="list-style-type: none"> • Breaded/battered fish (<i>breading can hide bones</i>) • Dried meats (<i>choking hazard</i>) • Fish sticks (<i>breading can hide bones</i>) • Hot dogs (<i>choking hazard</i>) • Sausage with skin/casing (ex. <i>bratwurst, kielbasa; choking hazard</i>) 		
<p>Meat Alternates - Meals ONLY (B/L/D)</p> <ul style="list-style-type: none"> • Cooked Dry Beans (<i>black beans, lentils, split peas, etc</i>) • Cottage Cheese • Eggs (including both the yolk and white) • Natural Cheeses (<i>cheddar, colby, monterey jack mozzarella, swiss</i>) • Yogurt (≤ 23 g sugar in 6 ounces) 	<p>Do NOT claim:</p> <ul style="list-style-type: none"> • Cheese food (<i>too high in sodium</i>) • Cheese spread (<i>too high in sodium</i>) • Nuts (<i>choking hazard</i>) • Seeds (<i>choking hazard</i>) • Peanut butter (<i>choking hazard</i>) • Soy yogurt (<i>not allowed under 1 year of age</i>) • Tofu (<i>not allowed under 1 year of age</i>) • Yogurt Melts 		
<p>Iron Fortified Infant Cereal</p> <ul style="list-style-type: none"> • Dry Flakes (ex. <i>Infant Oatmeal, Infant Rice, etc.</i>) 	<p>Do NOT claim:</p> <ul style="list-style-type: none"> • Hot breakfast cereals (ex. <i>cream of wheat, oatmeal</i>) • Infant cereal containing fruit (ex. <i>rice cereal with bananas</i>) • Jarred infant cereal 		
<p>Fruits & Vegetables</p> <ul style="list-style-type: none"> • Must be mashed, pureed, cooked and/or chopped to match the infant's developmental stage • For commercial baby food fruits/vegetables: <ul style="list-style-type: none"> - water cannot be the first ingredient - fruit or vegetable must be the first ingredient <p>Baby food dinners (ex. turkey vegetable dinner) must state the amount of vegetable/fruit on the package (or on a Product Formulation Statement/"PFS" from the manufacturer) to count towards the vegetable/fruit requirement.</p>	<p>Do NOT claim:</p> <ul style="list-style-type: none"> • 100% fruit juice • 100% vegetable juice • Choking hazards (ex. <i>dried fruits, pomegranates</i>) • Fruit and Veggie Melts (ex. <i>Yogurt Melts</i>) • Infant desserts: fruits with added sugars, starches or grain flours (ex. <i>Hawaiian Delight</i>) • Vegetables with strings, like celery or snap peas • Veggie Crisps, Veggie Straws, or Fruit Straws 		
<p>Bread or Cracker or Cereal - SNACK ONLY</p> <p><i>All grain ingredients must be whole grain or enriched</i></p> <table border="0"> <tr> <td data-bbox="175 1409 500 1955"> <ul style="list-style-type: none"> • Bagels • Biscuits or Dumplings • Bread or Toast • Breadsticks, soft • Buns • Cereal, Cold, <i>ready-to-eat flakes, puffs or rounds, (≤ 6 g sugar in 1 ounce cereal)</i> • Cornbread or Corn Muffins • Crackers, unsweetened, <i>like cheese crackers, goldfish (original), ritz®, or saltines</i> • Crackers, Sweet, <i>like animal or graham</i> </td> <td data-bbox="532 1409 841 1955"> <ul style="list-style-type: none"> • Croissants, <i>plain or savory</i> • Dinner Rolls • English Muffins • Flat Bread • Melba Toast • Pancakes • Pita Bread • Pizza Crust • Soft Pretzels • Soft Tortillas (Corn, Wheat) • Teething Biscuits • Waffles </td> </tr> </table>	<ul style="list-style-type: none"> • Bagels • Biscuits or Dumplings • Bread or Toast • Breadsticks, soft • Buns • Cereal, Cold, <i>ready-to-eat flakes, puffs or rounds, (≤ 6 g sugar in 1 ounce cereal)</i> • Cornbread or Corn Muffins • Crackers, unsweetened, <i>like cheese crackers, goldfish (original), ritz®, or saltines</i> • Crackers, Sweet, <i>like animal or graham</i> 	<ul style="list-style-type: none"> • Croissants, <i>plain or savory</i> • Dinner Rolls • English Muffins • Flat Bread • Melba Toast • Pancakes • Pita Bread • Pizza Crust • Soft Pretzels • Soft Tortillas (Corn, Wheat) • Teething Biscuits • Waffles 	<p>Do NOT claim:</p> <ul style="list-style-type: none"> • Any items that have grain ingredients that are NOT whole grain or enriched, such as: <i>Baby Mum-Mum Rice Rusks, Fruit/Veggie Wagon Wheels, Lil' Crunchies, Organic Cereal Puffs with refined flour</i> (ex. "rice flour") • Breading or Batter • Corn/tortilla chips or hard taco shells (<i>choking hazard</i>) • Croutons (<i>choking hazard</i>) • Dessert items, <i>such as cookies or grain bars</i> • Grains, like Barley, Buckwheat, Bulgur, Quinoa, and Rice (<i>Grains are only creditable in bread products</i> (ex. <i>crackers</i>), <i>Iron-Fortified Infant Cereal</i>, or <i>Ready-to-Eat Breakfast Cereal for infants.</i>) • Granola (<i>choking hazard</i>) • Hard Bread Sticks or Pretzels (<i>choking hazard</i>) • Hot Breakfast Cereals (ex. <i>cream of wheat, farina, grits, oatmeal</i>) • Muffins • Pasta or noodles (<i>see grains, above</i>) • Popcorn (<i>choking hazard</i>) • Quick bread (ex. <i>banana or zucchini bread</i>)
<ul style="list-style-type: none"> • Bagels • Biscuits or Dumplings • Bread or Toast • Breadsticks, soft • Buns • Cereal, Cold, <i>ready-to-eat flakes, puffs or rounds, (≤ 6 g sugar in 1 ounce cereal)</i> • Cornbread or Corn Muffins • Crackers, unsweetened, <i>like cheese crackers, goldfish (original), ritz®, or saltines</i> • Crackers, Sweet, <i>like animal or graham</i> 	<ul style="list-style-type: none"> • Croissants, <i>plain or savory</i> • Dinner Rolls • English Muffins • Flat Bread • Melba Toast • Pancakes • Pita Bread • Pizza Crust • Soft Pretzels • Soft Tortillas (Corn, Wheat) • Teething Biscuits • Waffles 		
<p>Foods that are marked with a star (*) on the Food Chart are NOT creditable for infants.</p>			

Claiming Foods on the Regular Menu

BREAKFAST

- A meat or meat alternate can be served instead of a bread/grain up to **three times per week**. For instance, you could serve yogurt instead of cold cereal or eggs instead of toast.

LUNCH/DINNER

- **One vegetable is required** at lunch/dinner. You can choose to serve a separate fruit serving OR a second vegetable serving. Meals with 2 fruits (no vegetable) are not creditable.
- If you serve two vegetables, they must be two different vegetables.
 - ▶ Example: - CREDITABLE: broccoli and carrots (two different vegetables)
 - NOT ALLOWABLE: hash browns and french fries (they are both made from potatoes)
- When serving a casserole or mixed dish:
 - ▶ Record the creditable food you are claiming for each meal component. For example, If you are serving homemade beef goulash you would record the type of meat you used, such as “Ground Beef,” and the type of pasta, such as “Macaroni.”
 - ▶ We recommend crediting a mixed dish for no more than 2 meal components. This way, if kids do not care for the main dish, they have other foods to fall back on.
 - ▶ Each component you claim from a mixed dish must meet serving sizes. (*Many items must be homemade; Most canned and frozen meals do NOT meet serving sizes.*) Ex. To count **homemade** beef stew, a 6+ year old would need:
 - Beef Stew Meat → 2 ounces cooked meat
 - (Saltine Crackers)
 - Potatoes → 1/2 cup
 - Carrots → 1/4 cup
 - (Milk)
- Choose menu items that meet serving sizes. For example, pizza may not have enough vegetable to count, so serve a different veggie, like lettuce salad or a veggie tray, to meet the full serving (*1/2 cup veggie for ages 6+*).

SNACK

- One fruit and one vegetable can be claimed at snack. (Two fruits or two vegetables is not creditable.)
- Snack fruit/vegetable servings can be large (*1/2 cup for a 1-5 year old & 3/4 cup for ages 6+*).
 - ▶ Due to serving size, salsa can only be claimed at breakfast, lunch or dinner when serving sizes are smaller.

COMMON ERRORS

- Potatoes may only be counted as a vegetable.
- Ravioli and tortellini may only be credited as a bread/grain serving (unless it has a Child Nutrition (CN) label, such as Bernardi® Jumbo Cheese Ravioli). If you make a meat sauce with ground meat, the meat sauce may be credited as a meat serving. Scan providers (homes) must write the type of ground meat on the meat line (ex. “Ground Beef”).

CREDITABLE FOODS

- Refer to the food chart (in your Guidebook) for a current list of foods approved for the food program.
- If you have questions & want to know if a food is creditable, contact the office **before** you serve it.

NON-CREDITABLE FOODS (see listing on next page)

- **No Deep Frying On Site** Food cannot be deep fried (completely covered in oil while cooking) on site. Since we cannot control how companies manufacture foods, you are allowed to buy foods that are pre-fried, such as frozen (pre-fried) French fries at the grocery store or fried chicken from a foodservice vendor or restaurant. However, those foods must be cooked or reheated on-site with methods that use less fat or oil, such as sauté, bake, microwave, stir fry or pan fry with a small amount of oil. *Air fryers are allowable.*
- **Grain-based desserts**, such as cookies, are **NOT** creditable. While you are welcome to serve desserts as an extra item along with a creditable meal or snack, desserts do **NOT** count as a meal component.

Foods That Are NOT Creditable

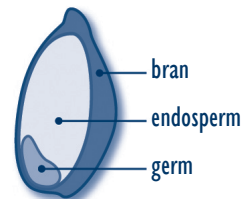
These foods can ONLY be served as "extra" items with a creditable meal or snack.

Breads & Grains (B/G)	Desserts	Fruit	Meats
<ul style="list-style-type: none"> • Apple Straws® • Breading on chicken nuggets, fish sticks, etc (unless CN labeled) • Desserts (see "Desserts" list) • Doritos® • Gerber Lil' Crunchies® • Noodles made from beans (count as a vegetable) • Quaker Rice Crisps® • Tapioca • Teething biscuits that are NOT enriched/whole grain like: <ul style="list-style-type: none"> - Baby Mum-Mum® Rice Rusks - Gerber Organic Biscuits®, Teethers® • Veggie Crisps®, Straws® or Stix® 	<ul style="list-style-type: none"> • Animal cookies (ex. Iced Animals) • Biscotti, sweet • Bread pudding, sweet • Breakfast bars • Breakfast rounds/cookies • Brownies • Cake • Cereal bars • Cheesecake • Chocolate Covered Items (Grahams, Popcorn) • Churros • Cinnamon rolls • Cobbler topping • Coffee cake • Cookies • Crisp topping • Cupcakes • Dessert pie crust • Donuts/doughnuts • Fig bars • Fruit turnovers • Funnel cakes/elephant ears • Gingerbread • Granola bars • Honey buns • Ice cream cones • Monkey bread • Oatmeal creme pies • Pop tarts® • Rice Krispie Treats® • Rice pudding • Scones, sweet • Snack cakes • Sopaipillas • Sugar wafers • Sweet rolls • Toaster pastries • Vanilla wafers 	<ul style="list-style-type: none"> • Apple butter • Apple Straws® • Fruit leather • Fruit snacks (& Fruit Rollups®) • Home canned fruits • Jello® • Jelly or jam • Spreadable Fruit® • Yogurt Covered Raisins 	<ul style="list-style-type: none"> • Bacon & Chitterlings • Canned soups • Dried Meats (unless CN labeled or PFS on file) • Ham hocks, pork jowls • Hot pockets/pocket sandwiches (bread only unless CN labeled) • Meat filling in ravioli (unless CN labeled) • Neckbones or oxtail • Shrimp Poppers® • Raw meats, such as sushi • Oyster soup • Rollercoasters & Meatballs® (creditable only as pasta) • Spaghettios® (only count as pasta) • Wild game (unless USDA inspected)
Cereals (B/G) <ul style="list-style-type: none"> • Cereals over 6 g sugar in one ounce, such as: <ul style="list-style-type: none"> - Cocoa Krispies® - Honey Nut Cheerios® - Raisin Bran® • Cereal snack mix over 6 g sugar per ounce, such as: <ul style="list-style-type: none"> - Turtle® Chex Mix - Muddy Buddies® - Puppy Chow • Cereals that are not enriched/whole grain, like: <ul style="list-style-type: none"> - Amazon Flakes® - TropicO's® • Cereal puffs that are not enriched/whole grain, like: <ul style="list-style-type: none"> - Organic Cereal Puffs with refined flour (ex. "rice flour") 	<ul style="list-style-type: none"> • Lemonade • Nectars • Popsicles® • Sports drinks (like Gatorade®) 	Fruit - Fruit Drinks <ul style="list-style-type: none"> • Fruit drinks, juice cocktails, & juice beverages, like: <ul style="list-style-type: none"> - Cranberry cocktail - Hi-C® - Five Alive® - Sunny D® - Fruitables® - V-8 Splash® • Fruit flavored drinks, like: <ul style="list-style-type: none"> - Kool-Aid® - Tang® 	Meat Alternates - Cheese <ul style="list-style-type: none"> • Canned cheese (unless CN labeled) • Cheese dip (like Cheez Whiz®) • Cheese filling in ravioli (unless CN labeled) • Cheese product (like Kraft Singles®, Velveeta®) • Cheese snack (like Easy Cheese®) • Cheese soup • Cream cheese (low in protein) • Hot pockets/pocket sandwiches (bread only unless CN labeled) • Imitation Cheese • Pizza Rolls (bread only) • Powdered Cheese (ex. powder in boxed macaroni & cheese)
Milk - Fluid Milk ONLY <ul style="list-style-type: none"> • 1%/Fat Free Milk NOT allowed for 1 year olds • 2% Milk (can ONLY be claimed for 24-25 months of age to transition to low fat milk) • Whole milk (can ONLY be claimed for 1 year olds) • Flavored milk: <ul style="list-style-type: none"> - NO flavored for < 6 yrs - NO whole or 2% or 1% • Non-Dairy Milk that does NOT meet nutrient requirements, like almond, oat or rice milk • NO flavorings mixed with milk for children < 6 yrs: <ul style="list-style-type: none"> - hot chocolate - flavored milk straws - flavored syrups (chocolate, strawberry, etc) - flavored powders (chocolate, etc) • Yogurt 	Vegetables <ul style="list-style-type: none"> • Cream soups (ex. cream of mushroom, etc) • Home canned vegetables • Ketchup/BBQ Sauce • Onions • Potato chips (including PopChips®) • Potato crisps • Shoestring potatoes • Spinach or Tri-Color Pasta (counts as a grain) • Veggie Crisps®, • Veggie Straws® • Veggie Stix® • Veggie Wagon Wheels® • Veggie Chips® 	Meat Alternates - Yogurt <ul style="list-style-type: none"> • Drinkable yogurt • Frozen yogurt (dessert) • Homemade yogurt • Yogurt with more than 23 g sugar in 6 ounces • Yogurt coating (raisins, etc.) • Yogurt melts 	
	Milk - Foods (Milk must be served as a beverage. Milk in foods does NOT count.) <ul style="list-style-type: none"> • Custard • Ice cream or ice milk • Puddings, milk based, such as chocolate, vanilla, or tapioca • Milk in soups • Raw milk (not pasteurized) • Sherbet • Sour cream dip 	Non-Dairy Milk (must have an approved Non-Dairy Milk Request OR Physician Statement Form on file at Day Care Resources.) <ul style="list-style-type: none"> • Any non-dairy milk that does not have the same nutrients as milk, such as: <ul style="list-style-type: none"> - Almond Milk - Coconut Milk - Rice Milk • Flavored non-dairy milk for children under age 6 	Meat Alternates - Vegetarian <ul style="list-style-type: none"> • Flavored nut/seed butter, like: <ul style="list-style-type: none"> - Nutella® (hazelnut spread) - Peanut butter spreads (like Milky Way®) • Seitan • Soy cheese • Tofu in desserts • Tofu in smoothies • Veggie Burgers (unless CN labeled) • Meat Substitutes, like: (unless CN labeled) <ul style="list-style-type: none"> - meatless crumbles - meatless nuggets
	Water <ul style="list-style-type: none"> • Water must be available, but does NOT count as a meal component. 		

Food Questions? Contact **Day Care Resources** before you serve it! • 309-925-2274

GRAINS

- **All** breads and grains you serve must be made with whole grains **OR** enriched grains. If a product is NOT whole grain **OR** enriched, it does **NOT** count on the Food Program.



- ▶ A grain seed has three parts: the bran, germ and endosperm.
Whole Grain products contain the whole seed of grain (ex. brown rice) or flour made from the whole grain (ex. whole wheat flour).
- ▶ **Enriched/Fortified** products have been milled to remove the outer bran and germ layers. Up to 2/3 of the nutrients are lost during milling. “Enriched” or “Fortified” products like enriched flour or fortified cereal have some nutrients added back in to prevent deficiencies, like niacin, riboflavin, iron, thiamin, and folic acid.
- One serving of bread/grain must contain 16 grams (one ounce equivalent) of creditable grains (as of October 1, 2021).

SERVE 1 WHOLE GRAIN PER DAY

- A whole grain-rich (WG) bread or grain must be served **one time per day** (on days breads are served/required). For example:
 - ▶ If a facility **ONLY** serves after school snack, there may be days when no breads/grains are served (ex. apples and milk). However, when breads and grains are served, the bread/grain **MUST** be whole grain-rich (ex. whole grain-rich crackers and yogurt).
- **When grains are required** and **NO** whole grains are served, the meal or snack with the lowest reimbursement rate will **NOT** be creditable. To make sure you get credit for your meals/snacks:
 - ▶ We recommend serving your whole grain-rich item at lunch/dinner (if you serve it). Since grains are not always required at snack (only two meal components are required) or breakfast (a meat/meat alternate can be substituted instead of bread/grain three times per week), serving a whole grain-rich bread/grain at lunch or dinner is a good way to ensure this requirement is met.
 - ▶ Make sure to **mark** which breads and grains are **whole grain-rich** (WG) on your menus.

Foods are Whole Grain-Rich When:

A Bread, Buns, Rolls, Macaroni, Spaghetti, or Vermicelli say “**100% Whole Wheat**” on the label.

OR

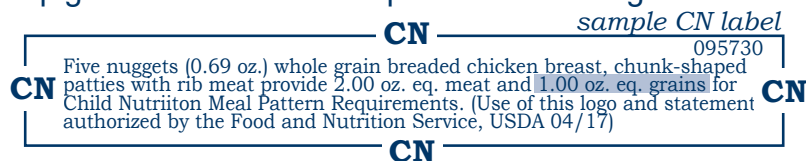
B The package has one of these **FDA whole grain health claims**:

- ▶ “***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 some cancers.***”
- ▶ “***Diets rich in whole grain foods and other plant foods, and low in saturated fat and cholesterol may reduce the risk of heart disease.***”

OR

C Documentation shows the product is whole grain-rich.

- ▶ A **RECIPE** shows that there are at least 50% whole grain ingredients and any other grain ingredients are enriched. (Example: 1 cup whole wheat flour + 1 cup enriched flour)
- ▶ A **CHILD NUTRITION (CN) LABEL** for a prepackaged combination food contains a grain. The term “oz. eq. grains” shows that the product is whole grain-rich.



- ▶ A **PRODUCT FORMULATION STATEMENT (PFS)** or **GRAIN CONTRIBUTION STATEMENT** from the manufacturer shows the product is whole grain-rich. Keep in mind that desserts like breakfast bars, granola bars, or cookies are **NOT** creditable for the Child and Adult Care Food Program (CACFP).

OR

D The first 3 GRAIN ingredients on the label meet the **“Rule of Three:”**

Note: For combination foods, look at the ingredient list for the grain part of the food on the label. For example, you would look at the crust ingredients on a pizza label or the tortilla ingredients for a burrito.

The **FIRST** ingredient* must be **WHOLE GRAIN:** (*or second ingredient after water)

- | | | | |
|----------------------------|---|--|------------------------------|
| • Amaranth | • Entire Wheat Flour | • Rye Groats | • Whole Grain Barley |
| • Amaranth Flour | • Graham Flour | • Sorghum | • Whole Grain Corn |
| • Brown Rice | • Hominy Grits | • Sorghum Flour | • Whole Grain Corn Flour |
| • Brown Rice Flour | • Limed Corn | • Spelt Berries | • Whole Grain Sorghum |
| • Buckwheat | • Limed Corn Flour | • Sprouted Grains (<i>Sprouted Wheat, etc</i>) | • Whole Grain Spelt Flour |
| • Buckwheat Flour | • Masa Corn Flour | • Teff | • Whole Grain Wheat Flour |
| • Buckwheat Groats | • Masa Harina | • Teff Flour | • Whole Grain Wheat Flakes |
| • Bulgur | • Millet | • Triticale | • Whole Kamut Khorasan Wheat |
| • Corn...Calcium Hydroxide | • Millet Flour | • Triticale Flour | • Whole Rye |
| • Corn...Trace of Lime | • Milo | • Wheat Berries | • Whole Spelt Flour |
| • Corn Masa | • Oat Flour | • Wheat Groats | • Whole Wheat |
| • Corn Masa Flour | • Oat Groats | • White Whole Wheat Flour | • Whole Wheat Flour |
| • Corn Treated with Lime | • Oatmeal (<i>including instant</i>) | • Whole Corn | • Whole Wheat Pastry Flour |
| • Cracked Wheat | • Oats (<i>old fashioned, quick, rolled, steel cut</i>) | • Whole Corn Flour | • Whole White Wheat |
| • Dehulled Barley | • Popcorn | • Whole Cornmeal | • Whole White Wheat Flour |
| • Einkorn | • Quinoa | • Whole Durum Flour | • Wild Rice |
| • Emmer/Farro | • Rye Chops | • Whole Durum Wheat | |

The next **TWO** grain ingredients* must be **enriched, bran/germ, OR whole grain.**
 (if any) (see below) (see above)

Enriched ingredients include:

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

Bran or Germ examples:

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



These **CAN'T** be the first 3 grain ingredients
 for whole grain - rich items.

- | | | |
|--|--------------------------|---------------------|
| • Barley Malt | • Degerminated corn meal | • Potato flour |
| • Bean/Pea Flour (ex. soy, chickpea, lentil) | • Durum Flour | • Rice Flour |
| • Bromated flour | • Farina | • Semolina |
| • Corn | • Malted barley flour | • Wheat flour |
| • Corn Fiber | • Nut/seed flour | • White flour |
| | • Oat fiber | • Yellow corn flour |
| | | • Yellow cornmeal |



SKIP these ingredients.
 (You can ignore them as long as the first ingredient is whole grain.)

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

Examples:

“Really Brown Bread”
 Ingredients: **Whole wheat flour**, water, enriched wheat flour, **oats**, yeast, sugar, wheat gluten.

All of these products are **whole grain-rich.**

“Lots O’ Grain Baking Mix”
 Ingredients: **Whole grain millet flour**, **whole grain sorghum flour**, **whole grain brown rice flour**, xanthan gum.

✓ “Whole Grain Crust Pizza”
 Ingredients: Cheese: mozzarella, parmesan...; Crust: **whole grain blend**[^] (white whole wheat flour, brown rice flour, whole grain oat flour), enriched flour (wheat flour, malted barley flour, niacin, reduced iron, thiamin mononitrate, riboflavin, folic acid), wheat bran; Sauce: water, tomato paste...contains 2% or less of...

[^]Ingredients (with sub-ingredients in parentheses) count as one ingredient, such as a flour blend.

GRAINS (Continued)

Whole Grain-Rich Cereals

- If the **first ingredient** of a breakfast cereal is **whole grain** (see list of whole grain ingredients) AND the cereal is **fortified**, then the cereal is whole grain-rich. Look for a list of vitamins and minerals (ex. iron, riboflavin, thiamin, niacin, folate, etc). This is usually at the end of the ingredient list.
- All cereals must have 6 grams or less sugar in 1 ounce (28 grams) of dry breakfast cereal. *Visit our website or contact our office for a list of cereals that meet sugar limits.*

Questions? Ask DCR!

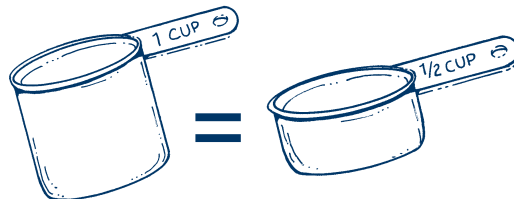
If you have questions on whether a product is whole grain-rich, feel free to contact Day Care Resources. Some products need documentation from the manufacturer to verify that a product meets program requirements. For example, if the first ingredient is enriched (ex. enriched wheat flour), but there are multiple whole grain ingredients (ex. **whole wheat flour** and **oats**), we can check with the manufacturer to see if the whole grains add up to 50% or more.

FRUIT & VEGETABLE SERVING SIZES



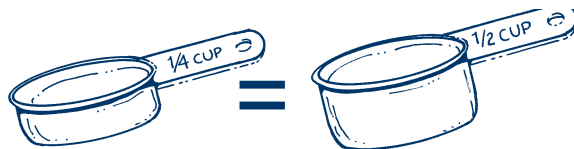
FRESH GREENS

- **One cup** of fresh **leafy greens** (such as lettuce) counts as **1/2 cup** vegetable.
(For all other vegetables:
1/2 cup counts as 1/2 cup vegetable.)



DRIED FRUIT

- One-quarter (1/4) cup **dried fruit** counts as 1/2 cup fruit.
(For all other fruits:
1/2 cup counts as 1/2 cup fruit.)



BEVERAGES

JUICE

- 100% juice can be served **ONE** time per day at your facility.
- Juice must be 100% juice.
- If the first ingredient in a 100% juice blend is a fruit, then it counts as fruit juice. If the first ingredient in a 100% juice blend is a vegetable, then it counts as vegetable juice.
- When a facility serves juice at more than one meal/snack in a day, the meal/snack with the lowest reimbursement rate is not creditable and is deducted from your claim.
- Fruits (or vegetables) pureed in a smoothie are counted as 100% juice.
- Juice **cannot** be served at snack when milk is the only other component.
(ex. 100% juice popsicles + milk is **NOT** a creditable snack).

WATER

- Water must be available and offered to children throughout the day.
- Facilities are encouraged to serve water with snacks when no other beverage is being served.
- **Water is NOT creditable and cannot replace any meal component.**

BEVERAGES

MILK

- Facilities are required to serve milk that provides the 9 nutrients listed to the right.
- Animal milk (such as cow's milk and goat's milk) naturally contains these nutrients, including **lactose free** versions.
- **Breast milk** is allowable at any age. *For safety, breast milk must be from the child's mother or pasteurized, such as from a milk bank.*
- Milk must be served as a beverage. The milk in foods, such as puddings, does NOT count towards the milk component.

1 cup milk MUST have:	
Nutrient	Amount
Protein	8 g
Vitamin D	2.5 mcg (equal to 100 IU)
Calcium	276 mg
Potassium	349 mg
Vitamin A	150 mcg (equal to 500 IU)
Riboflavin	0.44 mg
Vitamin B-12	1.1 mcg
Phosphorus	222 mg
Magnesium	24 mg

MILK FAT

- Low fat milk (**1%** or **Skim**) must be served to all children **age 2 and older**.
- **Whole** (3%) milk must be served to all **one year olds**.
- You must indicate the type of milk (such as 1% unflavored) you served to each age group on your menu. This is listed on the Food Chart for all sites that use computerized menus.

TRANSITION PERIODS:

- There is a one month transition period:
 - From 12 to 13 months of age to move from infant formula to whole milk. Formula may be used during this month to transition to whole milk. (A Physician Statement for Food Substitution is required to serve formula beyond 13 months.)
 - From 24 to 25 months to move from whole milk to low fat milk (1% or skim). Whole milk or 2% may be used during this month **ONLY** (ex. mix whole milk and skim) to transition to low fat milk.

NON-DAIRY MILK

- **Non-dairy milk** (i.e. soy milk) that provides the same 9 nutrients (see chart above) can be served with a **Non-Dairy Milk Request Form** (signed by the parent/guardian) OR **Physician Statement for Meal Accommodations** (signed by the child's medical authority, such as a doctor or nurse practitioner). An approved form must be on file at the DCR office.
- Non-dairy milk that does **NOT** meet the USDA nutrient standards (such as almond or rice milk) is **ONLY** allowed with an approved **Physician Statement for Meal Accommodations** (see page 15).
- These non-dairy milks meet the nutrition standards as of 5/2021:
 - 8th Continent Soymilk Original - Plain (Ages 6+ - Vanilla)
 - Pacific "Ultra" Soy Original - Plain
 - Kikkoman "Smart" - Original (Ages 6+ - Vanilla, Chocolate)
 - Ripple "On the Go" Pea Protein Milk - Plain (Ages 6+ - Vanilla, Chocolate)
 - Silk Soymilk Original - Plain

FLAVORED MILK

- Ages 1-5 must have **unflavored** milk.
- Flavored milk can be served to children age 6 and older and must be **skim/fat free**. *Flavored milk includes pre-mixed flavored milk or using syrups, powders, or flavored milk straws to add flavor to milk. This includes sugar free flavorings.*
- Day care homes must contact the office to serve flavored milk.
- Centers must record flavored milk for ages 6+ in the special notes section of their menu.

MILK REQUIREMENTS BY AGE

1 year olds	2 to 5 year olds	6 years and older
WHOLE milk (unflavored)	1% milk (unflavored) OR Fat free milk (unflavored)	1% milk (unflavored) OR Fat free milk (unflavored or flavored) OR
Creditable non-dairy milk* (unflavored) <i>*An approved Physician Statement or (Parent) Non-Dairy Milk Request Form is required.</i>		Creditable non-dairy milk (unflavored or flavored)

SERVING SIZES

- Be sure your cups/beverage containers are large enough to hold a full serving of milk. *For example, it may take a 12 ounce glass to hold 1 cup (or 8 fluid ounces) of milk without spilling.*

Child Nutrition (CN) Labels

A CN label is a special kind of label that companies can pay to put on their product. The CN label tells you how the product meets the meal pattern. To qualify for a CN label, a company sends their recipe to the USDA. The USDA uses the recipe to calculate how much meat (plus any whole grains and/or vegetable) is in a serving. The USDA then approves a CN label to print on the product's package.

What Does a CN Label Look Like?

A CN label is a box with "CN" on all four sides. Each CN label has a 6 digit code in the upper right hand corner. Monitors can verify information using these codes on USDA's [Child Nutrition \(CN\) Label Verification Report](#).

Where Can I Find CN Labels?

Products with CN labels are made to serve groups of children, so they tend to come in large bags or boxes. CN label chicken nuggets and fish sticks are available at some warehouse stores, such as Costco, Sam's Club and Gordon Food Service (GFS). You can special order CN labeled products from some stores, like GFS.

What Needs a CN label?

A CN label is needed to count prepackaged combination foods and prove that there is enough meat/meat alternate to count as a serving. CN labels are needed to count meat/meat alternate in prepackaged:

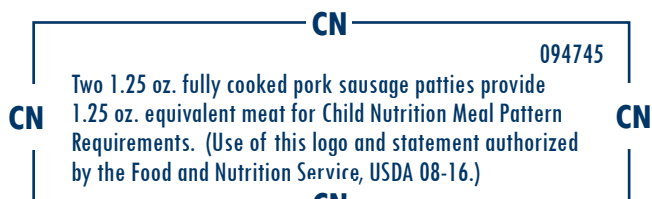
- Cheese Sauce/Canned Cheese
- Chicken Nuggets
- Corn Dogs
- Fish Sticks
- Meatballs
- Meats with added ingredients (not 100% meat), such as hot dogs, lunch meat, or sausages
- Pizza
- Pocket Sandwiches
- Ravioli
- Veggie Burgers or Veggie Crumbles

NOTE: CN labels are **NOT** needed to count plain, unbreaded meats, such as ground beef, chicken legs, ground turkey, or pork chops.

NO CN Label? If there is no CN label, companies can provide a Product Formulation Statement (PFS) that shows how the product counts on the Food Program. To see how your product counts, send the DCR office a copy of the food label (including the name of the product, UPC (the number underneath the product's barcode), and company contact information). The DCR office will request a PFS from the company. **Log into our website to find products that have CN labels or PFS on file.**

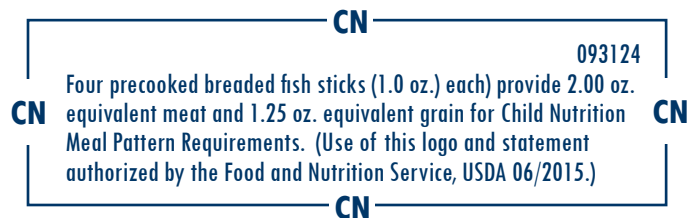
Keep CN Labels & PFS on file Keep CN labels (and/or PFS) on file for all prepackaged combination foods you serve. When used according to directions, this documentation can help prove that you are serving enough food to meet meal requirements at visits or audits.

Examples:



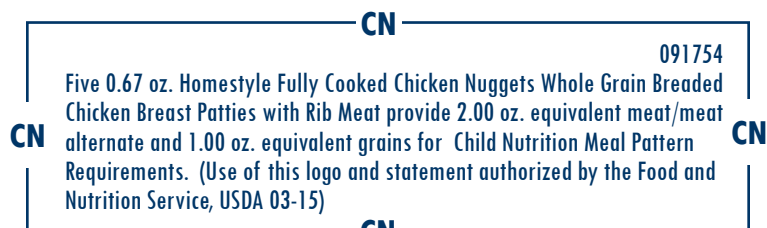
Since 2 sausage patties = 1.25 oz. meat:

- 1-2 year olds need 1 patty (1 oz. meat)
- 3-5 year olds need 1 1/2 patties (1 1/2 oz. meat)
- 6-12 year olds need 2 patties (2 oz. meat) at lunch/dinner.



Since 4 fish sticks = 2 oz. meat + 1 oz. grain:

- 1-2 year olds need 2 fish sticks (1 oz. meat + 1/2 oz. grain)
- 3-5 year olds need 3 fish sticks (1 1/2 oz. meat + 1/2 oz. grain)
- 6-12 year olds need 4 fish sticks (2 oz. meat + 1 oz. grain) at lunch/dinner.



Since 5 chicken nuggets = 2 oz. meat + 1 oz. grain:

- 1-2 year olds need 2 1/2 nuggets (1 oz. meat + 1/2 oz. grain)
- 3-5 year olds need 4 nuggets (1 1/2 oz. meat + 1/2 oz. grain)
- 6-12 year olds need 5 nuggets (2 oz. meat + 1 oz. grain) at lunch/dinner.

PARENT PROVIDED FOODS (or BEVERAGES)

Parents Can Provide ONE Component

Parents can choose to provide **ONE** of the required meal components for each meal or snack (for children **without** a disability). The parent provided food (meal component) **must meet meal pattern requirements**. The facility must provide **ALL** other required foods. For example, a parent could choose to bring in:

- iron fortified infant formula and the facility buys and serves all the solid foods for a 9 month old
- whole grain gluten free crackers and the facility serves milk for a complete snack for a 2 year old
- creditable (unflavored) soy milk and the facility provides all other components for meals for a 5 year old

SPECIAL DIETS

Physician Statement for Meal Accommodations

To get credit for foods that are not normally allowed/creditable, a child's doctor must document a physical or mental impairment which limits a major life activity, such as eating, or major bodily function, such as the digestive, bowel, or immune system. An approved Physician Statement for Meal Accommodations form must be on file at the Day Care Resources office. Forms are available in the "Forms" section of the Guidebook, on our website or from the office. Facilities are required to make reasonable accommodations for children with disabilities supported by a Physician Statement. Parents can choose to provide one or more meal components for children **with disabilities** as long as the facility supplies at least one of the required meal components (*Exception: Parent provided special formula, such as a prescribed tube feeding, is reimbursable when it is the only food the child is allowed to consume*).

Examples of foods that can **ONLY** be served with approved documentation include:

- Infant formulas that do NOT meet the FDA definition of infant formula, such as:
 - > Hypoallergenic formulas, such as Nutramigen®, Alimentum®, and Pregestimil®
 - > Premature formulas, such as Neosure® or EnfaCare®
 - > Amino acid based formulas, such as Neocate®, EleCare®, or PurAmino®
- Milk substitutes that do NOT have the nutrients required in one cup of milk, such as almond milk, rice milk, 100% juice, or water.

SUGAR LIMITS

Cereal and **yogurt** must meet **sugar limits**.

- On the label:
- Look at the **servicing size**.
 - Look at the amount of **“Total Sugars.”**

Nutrition Facts

1 servings per container	
Serving size	5.3 oz (150g)
Amount Per Serving	
Calories	120
% Daily Value*	
Total Fat 2.5g	3%
Saturated Fat 1.5g	8%
Trans Fat 0g	
Cholesterol 15mg	5%
Sodium 40mg	2%
Total Carbohydrate 13g	5%
Dietary Fiber 0g	
Total Sugars 11g	
Includes 6g Added Sugars	
Protein 12g	24%

CEREAL

must have **6 grams or less** total sugars in **one ounce** (28.35 grams) of cereal.

- This includes ready-to-eat breakfast cereal, cereal mixes (like Chex® mix), and hot breakfast cereals.

- Use the chart below **OR** calculate:

$$\frac{\text{grams of sugar}}{\text{grams of cereal}} = 0.212 \text{ or less}$$

- Divide the grams of sugar by the grams in one serving of cereal.
- If this number is 0.212 or less, the cereal meets requirements.

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

Table adapted from FNS-653

YOGURT

must have **23 grams or less** total sugars in **6 ounces** of yogurt.

- Yogurt is measured by weight, not the size of the container. Check the serving size carefully. Some textures are lighter or heavier than others.
- Use the chart below **OR** calculate:

$$\frac{\text{grams of sugar}}{\text{grams of yogurt}} = 0.135 \text{ or less}$$

- Divide the grams of sugar by the grams in one serving of yogurt.
- If this number is 0.135 or less, the yogurt meets requirements.

Yogurt	
If the “Serving Size” is:	“Total Sugars” cannot be more than:
1.25 oz (or 35 g)	5 g
1.5 oz (or 43 g)	6 g
1.75 oz (or 50 g)	7 g
2 oz (or 57 g)	8 g
2.25 oz (or 64 g)	9 g
3.5 oz (or 99 g)	13 g
4 oz (or 113 g)	15 g
5 oz (or 142 g)	19 g
5.3 oz (or 150 g)	20 g
6 oz (or 170 g)	23 g
8 oz (or 227 g)	31 g

Table adapted from FNS-652

To help you find products that meet sugar limits at your local store, log into www.daycareresources.org to print a travel-sized “Sugar Calculator” card.