

GOAL 3

MENU CRITERIA

HEALTHIERUS CHALLENGE CRITERIA: MENU REQUIREMENTS				
	Bronze	Silver	Gold	Gold Award of Distinction
All School Levels (Elementary and Secondary)	The menu being used to meet the Challenge requirements must be served prior to submitting the application.			
	The menu items meeting the US Challenge requirements must all be available from one reimbursable meal line. A school cannot combine multiple point of service lines to meet the requirements.			
	The monthly menu for reimbursable school lunches must reflect four consecutive weeks, with at least a total of 16 days, no less than 3 days/week. The weeks can come from two different months as long as the four weeks are consecutive.			
	Production records must be provided, showing portion sizes and any substitutions made (Bronze award does not require production records). <i>See below for more information on production record requirements.</i>			

NOTES:

Short Weeks: Requirements to meet the menu criteria are not prorated for less than 5 days in the week. Whether you have 3, 4, or 5 days in the week, each day should reflect the menu criteria. For example, if you have a 3-day week for a school that is applying for a *Silver/Bronze* award, they would have to offer whole-grain foods 3 days for that 3-day week. For vegetables and fruits, you must offer a different choice each day.

The Production Records Should Include:

- Actual daily meal count (students and adults)
- Menu items (used to meet meal pattern requirements)
- Planned portion size (by age/grade)
- Quantity prepared for each menu item
- Leftovers
- Substitutions made
- A la carte items sold (if applicable)

NOTES:

The production records must be complete, with all required fields filled out every day. Incomplete production records are the most common reason an application is turned down.

If the production records show that there were zero left-overs for an item that meets the challenge requirements, the USDA will assume that the school ran out of that item. An explanation should be provided to explain how the school assured that every student had an opportunity to choose the food item. Example, more broccoli was available in the fridge and would have been added to the line in the event the school ran out, etc.

TO DO:



Complete Lunch Menu Worksheets for the four weeks (pages 4-7 of the application).



Send copy of the menu served (Menu must be for four weeks with at least a total of 16 days).



Send nutrient analysis of menu if school is a Nutrient Standard Menu Planning site.



Send records showing any/all substitutions that took place.



Send bar recipes and bar production records if self serve bars are used.



Send recipes or food labels for foods meeting the whole grain criteria.



Send recipes or food labels for any combination food used to meet US Challenge criteria (example: recipe showing quantity of beans in a home-made burrito or the types of vegetables included in a vegetable medley).