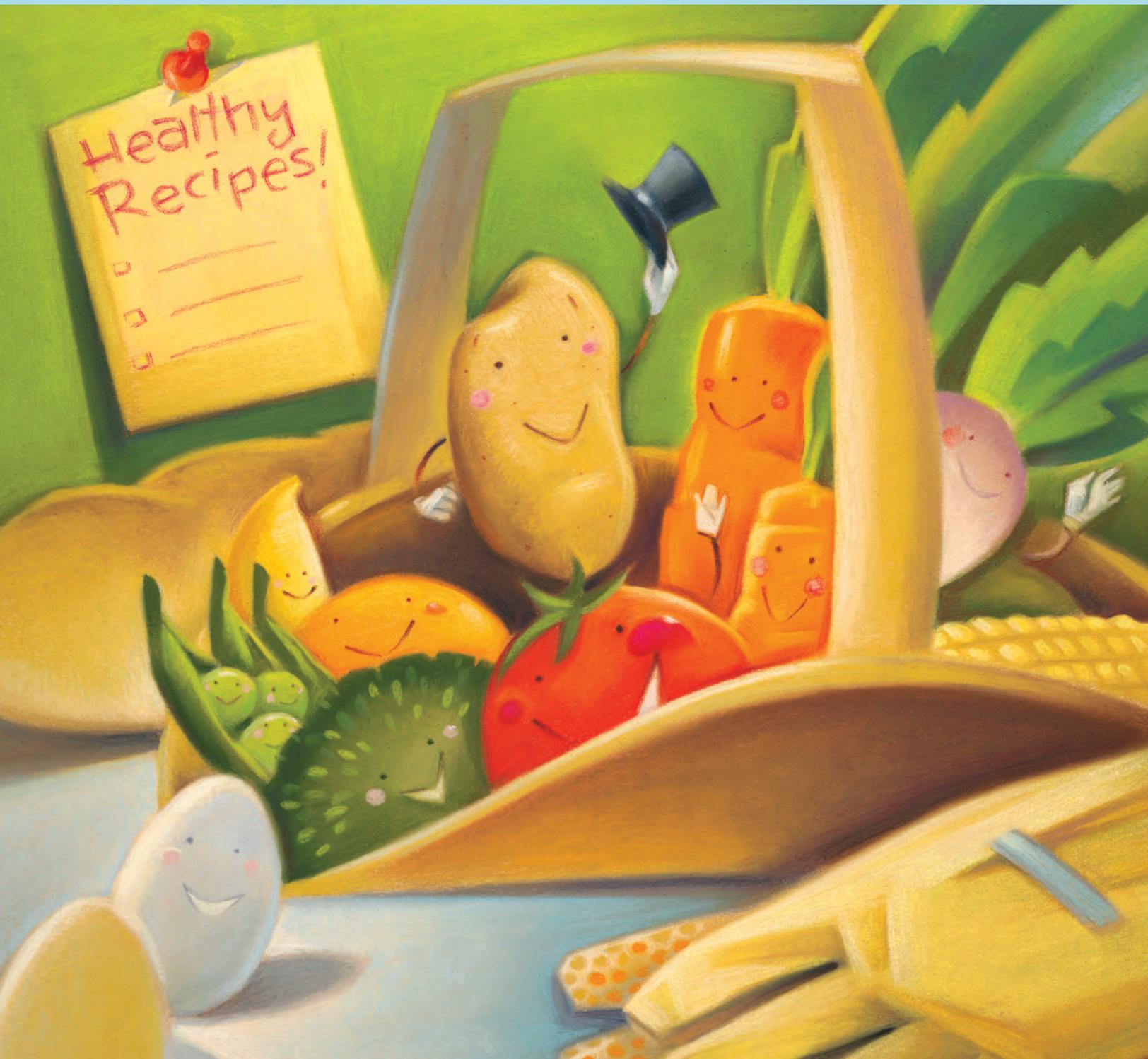




CACFP

Menu Planning Guide



Introduction

This toolkit is intended to serve as a practical, how-to guide to following Meal Planning at your child care home or center. Materials include:

- The CACFP Meal Pattern
- Information on choking hazards and allergies
- 16 weeks of menus
- 120 CACFP-reimbursable recipes with nutritional information
- 8 shopping lists of items needed for every two-week menu cycle

While we have made a great effort to include suggestions and ideas that are possible for all homes and centers, we understand that budgets and other resources can differ greatly. If you come across a recipe that calls for an ingredient you are not able to get, please feel free to substitute as you see fit. However, be sure to substitute recipe ingredients with an item that is similar and fits into the same food group/category. We encourage you to use the toolkit as a flexible guide. You should adapt it to best fit your child care home or center.

This Menu Planning Guide has been adapted from "*First Years in the First State: Improving Nutrition & Physical Activity Quality in Delaware Child Care.*"

To download additional copies of this CACFP Menu Planning Guide go to:

<http://dpi.wi.gov/fns/cacfpwellness.html>

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* Vegetarian Dishes (includes all Breakfast, Beans, Snacks and Sides)

CACFP Meal Pattern Requirements

Children (Age 1 through 12)

BREAKFAST
Milk, fluid
Juice (fruit or vegetable), or fruit(s) or vegetable(s)
Grain/Bread
LUNCH/SUPPER
Milk, fluid
Meat or meat alternate
Vegetable and/or fruit (at least two)
Grain/Bread
SNACK (choose 2 components)
Milk, fluid
Juice (fruit or vegetable), or fruit(s) or vegetable(s)
Grain/Bread
Meat or meat alternate

At snack, if serving milk do not serve juice as the second component.

Choking Hazards & Allergy Warning

Choking Hazards

The following foods, if served whole or in chunks, are considered choking hazards. Use these simple changes to make them safe options. Some foods cannot be safely altered, so it's recommended they not be served at all.

Choking Hazard	Make It Safe By...
Nuts and seeds†	Chopping finely
Hot dogs†	Cutting in quarters lengthwise, then cutting into smaller pieces
Whole grapes	Cutting in half lengthwise, then cutting into smaller pieces
Raisins	Cooking in food
Chunks of meat or cheese	Chopping finely
Hard fruit chunks (like apples)	Chopping finely, cutting into thin strips, steaming, mashing or puréeing
Raw vegetables	Chopping finely, cutting into thin strips, steaming, mashing or puréeing
Peanut butter†	Spreading thinly on crackers or mixing with applesauce and cinnamon and spreading thinly on bread (use only creamy (not chunky) version)
Choking Hazard	DO NOT SERVE
Dried fruits or vegetables	Do not serve
Popcorn*	Do not serve

*Foods that are not reimbursable. † Foods that are not reimbursable for infants under 1 year old.

ACTION STEP: Be sure all foods are cut into bite-size pieces, steamed or mashed. Encourage children to chew completely before swallowing to ensure safety.

Food Allergies

Because food allergies are common in children, it is important to be aware of the ingredients in all foods before serving.

The eight most common allergens are:

- Milk
- Eggs
- Peanuts*
- Tree nuts*
- Fish
- Shellfish
- Soy
- Wheat

***Note:** Tree nuts, peanuts and nut butters are excellent sources of protein for growing children, are reimbursable meat alternate options and are strongly encouraged if feasible for your center. If your center is nut-free, and nuts listed in the following recipes are optional.

ACTION STEP: If a child has a food allergy, a doctor's note must be kept on file stating the allergy and any appropriate substitutions. Be sure to speak with all parents/guardians about children's food allergies. If allergies are severe, ask for a list of foods the child is able to eat.

Menus & Recipes—Info You Need to Know

The Menu Cycles and Recipes in this toolkit were created with the following considerations:

- **Variety:** Some recipes may be children’s favorites, while others may cause more push-back, which is okay. You may need to adjust the recipes according to taste preferences and food availability. In order to meet the guidelines, choose fruits, vegetables, spices and lean meats/meat alternates to add to or replace other ingredients.
- **Nutritional value:** Recipes were created in alignment with the Dietary Guidelines for Americans 2010. They do not exceed 35% of calories from fat or 7% of calories from saturated fat per serving. Grain products have no more than 25% of calories from sugar per serving.
- **Combination foods:** Most recipes are combination foods, meaning they satisfy two or three meal component requirements. When it is noted that a food satisfies a fruit/vegetable component for a meal, each serving contains approximately 1/4 cup.

Before viewing the Menu Cycles and Recipes, here are some tips to help you better understand the contents of this section.

Menu Cycles

- **Processed meats and sweet grains/breads:** These products should only be served once in a two-week cycle. Because of high fat, sodium and sugar content, it is highly recommended these items are not served at all. For this reason, they are not included in the Menu Cycles in this toolkit.
- **Whole grains:** It is recommended to serve a whole grain product at least once per day. Following recommendations by the Dietary Guidelines for Americans to make half of grain servings whole, most grain/bread products in the Menu Cycles are listed as whole grains.
- **Water:** Water should be available at all times throughout the day. Encourage children to drink water during play, at snacks and as a second beverage option after serving milk at meals.

Note: Water cannot be substituted for milk at meals. Water is not a creditable food item.

***Note:** If you participate in CACFP, it is important to be as clear as possible when filling out menu cycles for reimbursement. State the brand of the product or be specific when describing it. Examples of how to fill in grain/bread are shown throughout the menu cycles. Other examples include: “cheddar cheese” and “baked turkey breast.” Be specific. Be sure to state if a product is homemade on the menu (e.g., “homemade meat sauce,” “homemade chicken soup”).

Menus & Recipes—Info You Need to Know (cont'd.)

Recipes

- **Servings:** The number of servings provided by each recipe is based on the USDA meal pattern requirements for children 3 through 5 years of age. You are encouraged to prepare at least 10–20% more servings than needed to ensure there is enough food for children who will eat extra as well as for the staff at your center or home.
- **Nutrition labels:** The nutrition labels are based on one 3- to 5-year-old serving that satisfies the meal requirements for each meal/snack.
- **CACFP reimbursable meal components:** The shaded boxes at the bottom of each recipe show which meal components are fulfilled with one serving. The empty boxes show which meal components must still be served to complete meal pattern requirements and receive reimbursement (if applicable).

Shopping Lists

- **Lists:** The Shopping Lists cover the ingredients needed for each two-week Menu Cycle.
- **Amount:** The amounts needed for each ingredient will vary depending on the number of children served. Check the Recipes and Menu Cycles prior to shopping to determine how many times items are used.

Measuring & Serving

Recipe Abbreviations	
approx.	= approximate
tsp or t	= teaspoon
Tbsp or T	= tablespoon
c	= cup
pt	= pint
qt	= quart
gal	= gallon
wt	= weight
oz	= ounce
lb or #	= pound
g	= gram
kg	= kilogram
vol	= volume
mL	= milliliter
L	= liter
fl oz	= fluid ounce
°F	= degree Fahrenheit
°C	= degree Celsius or centigrade

Measure Equivalents	
1 Tbsp	= 3 tsp
1/16 cup	= 1 Tbsp
1/8 cup	= 2 Tbsp
1/6 cup	= 2 Tbsp + 2 tsp
1/4 cup	= 4 Tbsp
1/3 cup	= 5 Tbsp + 1 tsp
3/8 cup	= 6 Tbsp
1/2 cup	= 8 Tbsp
2/3 cup	= 10 Tbsp + 2 tsp
3/4 cup	= 12 Tbsp
1 cup	= 48 tsp
1 cup	= 16 Tbsp
8 fl oz	= 1 cup
1 pint	= 2 cups
1 quart	= 2 pt
4 cups	= 1 qt
1 gallon	= 4 qt
16 oz	= 1 lb

Ladles & Portion Servers		
Ladle (fl oz)	Approx. Measure	Portion Server (fl oz)
1 oz	1/8 cup	1 oz
2 oz	1/4 cup	2 oz
3 oz	3/8 cup	3 oz
4 oz	1/2 cup	4 oz
6 oz	3/4 cup	6 oz
8 oz	1 cup	8 oz
12 oz	1-1/2 cups	-

Scoops	
Scoop No.	Level
Measure	
6	2/3 cup
8	1/2 cup
10	3/8 cup
12	1/3 cup
16	1/4 cup
20	3-1/3 Tbsp
24	2-2/3 Tbsp
30	2 Tbsp
40	1-2/3 Tbsp
50	3-3/4 tsp
60	3-1/4 tsp
70	2-3/4 tsp
100	2 tsp

Volume Equivalents for Liquids					
Pan Size	Approx. Capacity	Serving Size	Ladle (fl oz)	Scoop #	Approx. # Servings
12" x 20" x 2-1/2"	2 gal	1/2 cup	4 oz	8	64
		3/8 cup	3 oz	10	80
		1/3 cup	2.65 oz	12	90
		1/4 cup	2 oz	16	128
12" x 20" x 4"	3-1/2 gal	1/2 cup	4 oz	8	112
		3/8 cup	3 oz	10	135
		1/3 cup	2.65 oz	12	168
		1/4 cup	2 oz	16	224
12" x 20" x 6"	6 gal	1/2 cup	4 oz	8	160
		3/8 cup	3 oz	10	200
		1/3 cup	2.65 oz	12	240
		1/4 cup	2 oz	16	320