

# Evaluating What You Have Planned

## APPENDIX I

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Evaluate your menus by asking yourself questions like the ones listed below and on the next page.

### GENERAL CHECKLIST

#### 1. Meal Requirements

Do menus meet the minimum requirements of the CACFP meal pattern?      Yes      No

#### 2. Foods Selected

Do the food choices have appealing colors and textures?      Yes      No

Do the menus have foods with different shapes, sizes, and colors?      Yes      No

Do the menus complement each other?      Yes      No

Have you incorporated seasonal foods and USDA commodities if you receive them?      Yes      No

Have you introduced any new food items?      Yes      No

#### 3. Staffing and Equipment

Can some preparation safely be done ahead?      Yes      No

Can you prepare and serve meals with available equipment?      Yes      No

Are oven and surface-cooking areas adequate for items planned?      Yes      No

**4. Cost**

Have you considered cost? Yes No

Do high and low cost foods balance in menus? Yes No

**5. Menus, Recipes, and Other Food Service Records**

Have you specified the standardized recipes, preparation techniques, and processed foods to be used? Yes No

Are portion sizes stated in correct amounts? Yes No

Have you listed on the menu the condiments to be served? Yes No

**6. Special Considerations**

Is a vitamin C food included two to three times a week? Yes No

Are vitamin A foods included two to three times per week? Yes No

Are iron-rich foods included each day? Yes No

Are whole-grain products offered at least once a week? Yes No

Are assorted dry cereals offered at least once a week? Yes No

Are fresh fruits or vegetables offered on several different days? Yes No