

Agreement Number: _____ CACFP Organization Name: _____

Site Name(s): _____ Site Number(s): _____
(list all) (list all)

Instructions: Complete this agreement if the CACFP Organization will purchase meals from a non-profit organization (e.g., hospital, childcare, congregate meal site) or school food service. Complete a separate agreement if contracting with more than one vendor. Upload the signed agreement (pages 1-4) to the State agency* [IowaCNP](#) site-level checklist annually or sooner if changes occur. Keep a signed copy for your files.

Food Service Agreement
Between Non-profit Food Service and CACFP Organizations

IT IS AGREED this ____ day of _____, 20 ____, by and between _____,
(Child or Adult Care Organization)

hereinafter referred to as the **Organization**, and the _____,
(Name of Nonprofit Food Service)

hereinafter referred to as the **Food Service**, operating in the County of _____, State of Iowa.
(County of Nonprofit Food Service)

WHEREAS, the Organization is operating at _____; and
(Organization Address)

WHEREAS, the Food Service has food preparation facilities and is providing food service within its own organization
at _____, Iowa;
(Food Service Address)

WHEREAS, it is feasible for the Food Service to provide vended meals, pursuant to the minimum requirements as prescribed by the United States Department of Agriculture (USDA) and the State agency in compliance with the regulations of the Child and Adult Care Food Program (CACFP), to serve enrolled children/adults attending the Organization.

IT IS THEREFORE AGREED:

- That the Food Service agrees to serve, on a non-profit basis, wholesome, nutritious, appetizing meal(s) which meet minimum requirements as prescribed by the USDA and the State agency. Menus must be in compliance with the:
 - CACFP meal pattern (attached) or
 - National School Lunch Program K-5 meal pattern (this selection is an option only when Pre-K children are co-mingled at mealtime in the same dining area with non-pre-K children, or when meals will be provided by a school for school-aged children).
- The Food Service will order the food and prepare the meal(s), to be served in a mutually agreed upon manner, so will be at the proper temperatures, in a palatable condition, and follow the planned menu unless changes have been agreed upon by both parties. The Food Service agrees that meals are to be prepared and delivered under sanitary conditions as outlined in the sanitation guidelines of the Iowa Department of Inspections and Appeals or local health department.
- The Food Service will provide **standardized recipes** that include the yield, planned serving size and component contribution for mixed dishes, including but not limited to casseroles, sandwiches and salads; **Child Nutrition (CN) labels or signed product formulation statements** for commercial combination foods, including but not limited to meat products with binders, fillers, or extenders; breaded meats; and pizza; **Nutrition Fact labels** for breakfast cereal and yogurt to document products provided met sugar requirements; and **product and/or ingredient labels** as needed to document whole grain-rich items were provided. The recipes and labels must be provided when items are served for the first time and when products change.
- The Organization shall pay the Food Service the following meal charges:

\$ _____ a. per enrolled participant breakfast	\$ _____ b. per center personnel breakfast
\$ _____ c. per enrolled participant lunch/supper	\$ _____ d. per center personnel lunch/supper
\$ _____ e. per enrolled participant snack	\$ _____ f. per center personnel snack

Complete as applicable

Meals will be provided: with milk or without milk (check one).

(Milk must be skim or 1% for participants age 2 and over; whole milk for 1 year olds, & unflavored for pre-K children; flavored milk must be 1% or skim.)

The meal price includes: paper products , delivery , special diets , non-dairy beverages

_____ other (attach supporting documentation or specifications if needed).

(check box and specify if applicable)

5. Meals will be provided to the sites and at the times listed on pages 3 and 4.
6. If the Food Service determines it necessary to increase the per meal charges, an increase will be added to the Organization's meal charge. If a decrease in price occurs, the per-meal charge to the Organization will be reviewed. The prices charged reflect the cost of preparing and serving the vended meals. If a school receives commodities from the USDA, the meal charges listed should include the value the commodities used in the preparation of the meals.
7. The Organization will notify the Food Service if the number of meals to be delivered needs to be changed for any site by _____ on the day for which meals are to be served.
8. The Organization shall keep records required by the USDA regulations and the State agency, submit claims, and verify standards for food safety and sanitation are maintained.
9. The Food Service will include a completed food production record with the food delivered each day to document the amount of food prepared and delivered.
10. The Food Service shall submit invoices not less frequently than monthly to the CACFP organization.
11. The Food Service shall provide services pursuant to this agreement on each day the Food Service department is operating. The Organization shall provide a schedule of the days when the Organization will be in session.
12. Meals which are delivered outside of the agreed upon delivery time, are spoiled or unwholesome at the time of delivery, or do not otherwise meet quality or CACFP meal pattern requirements stated in this contract, will not be purchased nor money exchanged.
13. This agreement may be terminated by either party with thirty (30) calendar day's written notice. Neither party to this agreement shall be liable to the other for damages caused by cancellation of this agreement.
14. The term of this agreement shall be from the _____ day of _____, 20____, to and including the _____ day of _____, 20____.

_____	_____	_____
Authorized Representative of Organization	Title	Date Signed
_____	_____	_____
Authorized Representative of Food Service	Title	Date Signed

Attachments: Food Service Agreement Worksheet
 CACFP Meal Patterns – Infant, 1-18 Years, Adult

This institution is an equal opportunity provider.



CACFP Meals for Children 1 - 18 years

Iowa Child and Adult Care Food Program

Revised March 2021

(Post where meals are prepared and served.)

FOOD COMPONENTS AND FOOD ITEMS	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 13,14
BREAKFAST ¹				
Fluid Milk ²	4 fl oz (½ cup)	6 fl oz (¾ cup)	8 fl oz (1 cup)	8 fl oz (1 cup)
Vegetables, Fruits or portions of both ³	¼ cup	½ cup	½ cup	½ cup
Grains (oz eq) ^{4,5,12}				
Whole grain-rich (WGR) or enriched bread	½ oz eq (½ slice)	½ oz eq (½ slice)	1 oz eq (1 slice)	1 oz eq (1 slice)
WGR or enriched bread product such as biscuit, roll, muffin	½ oz eq	½ oz eq	1 oz eq	1 oz eq
WGR, enriched or fortified cooked breakfast cereal ⁶ cereal grain, and/or pasta	½ oz eq (¼ c.)	½ oz eq (¼ c.)	1 oz eq (½ c.)	1 oz eq (½ c.)
WGR, enriched or fortified RTE bk cereal (dry, cold) ⁶				
Flakes or rounds	½ oz eq (½ c.)	½ oz eq (½ c.)	1 oz eq (1 c.)	1 oz eq (1 c.)
Puffed cereal	½ oz eq (¾ c.)	½ oz eq (¾ c.)	1 oz eq (1¼ c.)	1 oz eq (1¼ c.)
Granola	½ oz eq (⅞ c.)	½ oz eq (⅞ c.)	1 oz eq (¼ c.)	1 oz eq (¼ c.)
SNACK ^{1,7} (Select 2 of the 5 components for a reimbursable snack)				
Fluid Milk ²	4 fl oz (½ cup)	4 fl oz (½ cup)	8 fl oz (1 cup)	8 fl oz (1 cup)
Meat or Meat Alternate				
Lean meat, poultry, tempeh or fish	½ oz	½ oz	1 oz	1 oz
Tofu	1.1 oz	1.1 oz	2.2 oz	2.2 oz
Soy product, or alternate protein products ⁸	½ oz	½ oz	1 oz	1 oz
Cheese	½ oz	½ oz	1 oz	1 oz
Cottage cheese	1 oz (⅛ cup)	1 oz (⅛ cup)	2 oz (¼ cup)	2 oz (¼ cup)
Large egg	½	½	½	½
Cooked dry beans/split peas	⅛ cup	⅛ cup	¼ cup	¼ cup
Peanut butter or soy nut butter or other nut or seed butters	1 Tbsp.	1 Tbsp.	2 Tbsp.	2 Tbsp.
Yogurt, plain or flavored, unsweetened or sweetened ⁹	2 oz (¼ cup)	2 oz (¼ cup)	4 oz (½ cup)	4 oz (½ cup)
Peanuts soy nuts, tree nuts or seeds	½ oz	½ oz	1 oz	1 oz
Vegetables ³	½ cup	½ cup	¾ cup	¾ cup
Fruits ³	½ cup	½ cup	¾ cup	¾ cup
Grains (oz eq) ^{4, 12}				
Whole grain-rich (WGR) or enriched bread	½ oz eq (½ slice)	½ oz eq (½ slice)	1 oz eq (1 slice)	1 oz eq (1 slice)
WGR or enriched bread product such as biscuit, roll, muffin	½ oz eq	½ oz eq	1 oz eq	1 oz eq
WGR, enriched or fortified cooked breakfast cereal ⁶ cereal grain, and/or pasta	½ oz eq (¼ c.)	½ oz eq (¼ c.)	1 oz eq (½ c.)	1 oz eq (½ c.)
WGR, enriched or fortified RTE bk cereal (dry, cold) ⁶				
Flakes or rounds	½ oz eq (½ c.)	½ oz eq (½ c.)	1 oz eq (1 c.)	1 oz eq (1 c.)
Puffed cereal	½ oz eq (¾ c.)	½ oz eq (¾ c.)	1 oz eq (1¼ c.)	1 oz eq (1¼ c.)
Granola	½ oz eq (⅞ c.)	½ oz eq (⅞ c.)	1 oz eq (¼ c.)	1 oz eq (¼ c.)
LUNCH OR SUPPER ^{1,10}				
Fluid Milk ²	4 fl oz (½ cup)	6 fl oz (¾ cup)	8 fl oz (1 cup)	8 fl oz (1 cup)
Meat or Meat Alternate				
Lean meat, poultry, tempeh or fish	1 oz	1½ oz	2 oz	2 oz
Tofu	2.2 oz or ¼ c.	3.3 oz or ⅓ c.	4.4 oz or ½ c.	4.4 oz or ½ c.
Soy product, or alternate protein products ⁸	1 oz	1½ oz	2 oz	2 oz
Cottage cheese	2 oz (¼ cup)	3 oz (⅜ cup)	4 oz (½ cup)	4 oz ½ cup
Cheese	1 oz	1½ oz	2 oz	2 oz
Large egg	½	¾	1	1
Cooked dry beans/split peas	¼ cup	⅜ cup	½ cup	½ cup
Peanut butter or soy nut butter or other nut or seed butters	2 Tbsp.	3 Tbsp.	4 Tbsp.	4 Tbsp.
Yogurt, plain or flavored, unsweetened or sweetened ⁹	4 oz (½ cup)	6 oz (¾ cup)	8 oz (1 cup)	8 oz (1 cup)
Peanuts, soy nuts, tree nuts or seeds (may be used to meet no more than 50% of the requirement, or an equivalent quantity of any combination of meat/meat alternates) (1 oz nuts/seeds = 1 oz cooked lean meat poultry, or fish)	½ oz = 50%	¾ oz = 50%	1 oz = 50%	1 oz = 50%
Vegetables ^{3, 11}	⅞ cup	¼ cup	½ cup	½ cup
Fruits ^{3, 11}	⅞ cup	¼ cup	¼ cup	¼ cup
Grains (oz eq) ^{4, 12}				
Whole grain-rich (WGR) or enriched bread	½ oz eq (½ slice)	½ oz eq (½ slice)	1 oz eq (1 slice)	1 oz eq (1 slice)
WGR or enriched bread product, such as biscuit, roll, muffin	½ oz eq	½ oz eq	1 oz eq	1 oz eq
WGR, enriched or fortified cooked breakfast cereal ⁶ , cereal grain, and/or pasta	½ oz eq (¼ c.)	½ oz eq (¼ c.)	1 oz eq (½ c.)	1 oz eq (½ c.)

CACFP Meals for Children 1 - 18 years

- ¹ Water must be available upon request to children throughout the day and at mealtimes. Water does not fulfill any meal component and must not replace any required food. Young children must be asked if they want water.
- ² Milk must be unflavored whole milk for children one year of age (12-23 months). Milk must be unflavored low-fat (1%) or unflavored fat-free (skim) for children two through five years of age. Milk must be unflavored low-fat (1%), unflavored fat-free (skim), or flavored fat-free (skim) milk for participants 6 years and older.
- ³ Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement one time per day.
- ⁴ At least one serving per day must be whole grain-rich across all eating occasions at each site. Grain-based desserts do not count towards meeting the grains component requirement.
- ⁵ Meat and meat alternates may be used to meet the entire grains component requirement a maximum of three times a week at breakfast. One ounce of meat and meat alternates is equal to one ounce equivalent of grains.
- ⁶ Breakfast cereals must contain no more than 6 grams of sugar per dry ounce (no more than 21 grams sucrose and other sugars per 100 grams of dry cereal).
- ⁷ Only one of the two required components for snack may be a beverage.
- ⁸ Alternate protein products must meet 7CFR Part 226, Appendix A requirements and Iowa Handy Guide to Creditable Foods List. A CN label or product specification statement is required to serve the food.
- ⁹ Yogurt must contain no more than 23 grams of total sugars per 6 ounces.
- ¹⁰ All five components must be served for a reimbursable lunch and/or supper.
- ¹¹ Lunch and supper must include one fruit and one vegetable **OR** two vegetables. When two vegetables are served two different kinds of vegetables must be served.
- ¹² Refer to the Grains Serving Size Chart (Handy Guide to Creditable Foods) for options and portion sizes.
- ¹³ Larger portion sizes than specified may need to be served to 13 through 18-year-old children, participating in At-Risk afterschool programs and emergency shelters, to meet their nutritional needs.
- ¹⁴ Offer versus serve is an option only for At-Risk afterschool participants.

Abbreviations

Tbsp. = Tablespoon
cup = measuring cup (8 ounces)
oz eq = ounce equivalent
fl oz = fluid ounces
RTE = ready-to-eat (cereals)
WGR = whole grain-rich



Effective July 1, 2019 (SY 2019-2020)

Lunch Meal Pattern

	Grades K-5	Grades 6-8	Grades 9-12
Food Components	Amount of Food ^a per Week (minimum per day)		
Fruits (cups) ^b	2½ (½)	2½ (½)	5 (1)
Vegetables (cups) ^b	3¾ (¾)	3¾ (¾)	5 (1)
Dark green ^c	½	½	½
Red/Orange ^c	¾	¾	1¼
Beans and peas (legumes) ^c	½	½	½
Starchy ^c	½	½	½
Other ^{c d}	½	½	¾
Additional Vegetables to Reach Total ^e	1	1	1½
Grains (oz eq) ^f	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq)	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) ^g	5 (1)	5 (1)	5 (1)
Other Specifications: Daily Amount Based on the Average for a 5-Day Week			
Min-max calories (kcal) ^h	550-650	600-700	750-850
Saturated fat (% of total calories) ^h	<10	<10	<10

Sodium Target 2 (mg) ^{h i}	≤935	≤1,035	≤1,080
<u>Trans fat</u> ^{h j}	Nutrition label or manufacturer specifications must indicate zero grams of <u>trans</u> fat per serving.		

^a Food items included in each group and subgroup and amount equivalents. Minimum creditable serving is 1/8 cup.

^b One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

^c Larger amounts of these vegetables may be served.

^d This category consists of “Other vegetables” as defined in paragraph (c)(2)(iii)(E) of this section. For the purposes of the NSLP, the “Other vegetables” requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in paragraph (c)(2)(iii) of this section.

^e Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

^f At least half of the grains offered weekly must be whole grain-rich as specified in FNS guidance, and the remaining grain items offered must be enriched.

^g All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less). Milk may be unflavored or flavored provided that unflavored milk is offered at each meal service.

^h The average daily calories for a 5-day school week menu must be within the range (at least the minimum and no more than the maximum values). Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent are not allowed.

ⁱ Sodium Target 1 is effective from July 1, 2014 (SY 2014-2015) through June 30, 2024 (SY 2023-2024). Sodium Target 2 (shown) is effective July 1, 2024 (SY 2024-2025).

^j Food products and ingredients must contain zero grams of trans fat (less than 0.5 grams) per serving.

Breakfast Meal Pattern

	Grades K-5	Grades 6-8	Grades 9-12
Food Components	Amount of Food ^a per Week (minimum per day)		
Fruits (cups) ^{b c}	5 (1)	5 (1)	5 (1)
Vegetables (cups) ^{b c}	0	0	0
Dark green	0	0	0
Red/Orange	0	0	0
Beans and peas (legumes)	0	0	0
Starchy	0	0	0
Other	0	0	0
Grains (oz eq) ^d	7-10 (1)	8-10 (1)	9-10 (1)
Meats/Meat Alternates (oz eq) ^e	0	0	0
Fluid milk (cups) ^f	5 (1)	5 (1)	5 (1)
Other Specifications: Daily Amount Based on the Average for a 5-Day Week			
Min-max calories (kcal) ^{g h}	350-500	400-550	450-600
Saturated fat (% of total calories) ^h	<10	<10	<10
Sodium Target 2 (mg) ^{h i}	≤485	≤535	≤570
<u>Trans</u> fat ^{h j}	Nutrition label or manufacturer specifications must indicate zero grams of <u>trans</u> fat per serving.		

^a Food items included in each group and subgroup and amount equivalents. Minimum creditable serving is 1/8 cup.

^b One quarter cup of dried fruit counts as $\frac{1}{2}$ cup of fruit; 1 cup of leafy greens counts as $\frac{1}{2}$ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

^c Schools must offer 1 cup of fruit daily and 5 cups of fruit weekly. Vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or “Other vegetables” subgroups, as defined in §210.10(c)(2)(iii) of this chapter.

^d At least half of the grains offered weekly must be whole grain-rich as specified in FNS guidance, and the remaining grain items offered must be enriched. Schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains requirement is met.

^e There is no meat/meat alternate requirement.

^f All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less). Milk may be unflavored or flavored provided that unflavored milk is offered at each meal service.

^g The average daily calories for a 5-day school week menu must be within the range (at least the minimum and no more than the maximum values).

^h Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed.

ⁱ Sodium Target 1 is effective from July 1, 2014 (SY 2014-2015) through June 30, 2024 (SY 2023-2024). Sodium Target 2 (shown) is effective July 1, 2024 (SY 2024-2025).

^j Food products and ingredients must contain zero grams of trans fat (less than 0.5 grams) per serving.