



Louisiana Believes

Request for Proposal (RFP)/Fixed-Price Contract

Food Service Management Company Vended Meal Services

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SY 2017-18

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Prohibited Items

1. No firm, corporation, or individual shall blacklist or require a letter of relinquishment or publish or cause to be published or blacklisted any employee, mechanic, or laborer, discharged from or voluntarily leaving the service of such company, corporation, or individual, with intent and for the purpose of preventing such employee, mechanic, or laborer from engaging in or securing similar or other employment from any other corporation, company, or individual.
2. FSMCs may not require any additional liability coverage, regardless of dollar value, beyond that which the SFA/Sponsor would require under procurements not involving a FSMC. This prohibition would be effective in any situation where the SFA/Sponsor conducts its own procurement or where the FSMC procures products on behalf of the SFA/Sponsor. Reference FNS Instruction 1998-SP-25.

Request for Proposal (RFP)/Fixed-Price

Contract

Food Service Management Company

Contract Meal Services

FirstLine Schools, Inc.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992.

Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
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.

General Information

A. Intent

This Request for Proposal is for the purpose of entering into a contract for the operation of a food service program for FirstLine Schools, Inc. (Name of SFA/Sponsor), hereinafter referred to as the **School Food Authority (SFA)/Sponsor**.

The offeror or Food Service Management Company (FSMC) will be referred to as the **FSMC**, and the contract will be between the FSMC and the SFA/Sponsor.

B. Procurement Method:

Procurement shall be executed through competitive proposals. Competitive proposals involve the use of a solicitation document known as a Request for Proposal (RFP).

All procurement transactions shall be conducted in a manner that provides maximum open and free competition consistent with 2 CFR Part 200.319.

C. Pre-bid Meeting

A meeting with interested offerers to review the specifications, to clarify any questions, and for a walk-through of the facilities with school officials will be on **March 9, 2017 at 9:00 AM (Date) at 300 N. Broad St., Suite 207, New Orleans, LA 70119**
(Location):

Attendance is required optional. Vendor presentations will will not be scheduled at this time.

D. Proposal Submission and Award

SFAs/Sponsors must use the prototype FSMC Request for Proposal/Contract to be approved. An SFA/Sponsor not completing the required procurement procedures cannot be approved for participation in a reimbursement program.

Federal regulations allow contracts to be of duration no longer than one year with the option of yearly renewals not to exceed four additional years (7 CFR Part 210.16). If the SFA/Sponsor chooses to renew the contract, the Attestation/Agreement Amendment document must be submitted to the state agency. This document can be found on the Louisiana Child Nutrition Program website.

- Proposals are to be submitted to:
Name of Agency: FirstLine Schools, Inc.
Mailing Address: 300 N Broad St.
Physical Address: 300 N Broad St.
City: New Orleans
State/Zip: LA, 70119

Public opening will be at **(Time) 10:00 AM (CST) on (Date) March 31, 2017**. Proposals will not be accepted after this time. The proposal is to be submitted in a sealed envelope marked *Food Service Management Proposal*.

2. The SFA/Sponsor reserves the right to reject any or all proposals when there are sound documented reasons to do so.
3. To be considered, each offerer must submit a complete response to this solicitation **using the forms provided**. No other documents submitted with the Request for Proposal/Contract will affect the contract provisions, and there may be no modification to the Request for Proposal/Contract language.
4. Award shall be made to the qualified and responsible offerer whose proposal is responsive to this solicitation. A responsible offerer is one who's financial, technical, and other resources indicate an ability to perform the services required by this solicitation.
5. Offerers or their authorized representatives are expected to fully educate themselves as to the conditions, requirements and specifications before submitting proposals; failure to do so will be at the offerer's own risk, and he or she cannot secure relief on the plea of error. The SFA/Sponsor is not liable for any cost incurred by the offerer prior to the signing of a contract by all parties. Paying the FSMC from the Child Nutrition Program (CNP) funds is prohibited until the contract is signed.
6. If additional information is required, please contact:

Name: Rebekah Cain, Director of Operations
Telephone Number:rcain@firstlineschools.org

E. Late Proposals

Any proposal received after the exact time specified for receipt will not be considered.

F. Proposal Protests

Any action which diminishes open and free competition seriously undermines the integrity of the procurement process and may subject an SFA/Sponsor to protests. SFAs/Sponsors are responsible for properly responding to protests and concerns raised by potential contractors. Pursuant to 2 CFR Part 200.318(k), SFAs/Sponsors must have protest procedures in place to handle and resolve disputes relating to their procurements and must in all instances disclose information regarding a protest to the Louisiana Department of Education.

G. Final Contract

The complete contract includes all documents included by the SFA/Sponsor in the Request for Proposal/Contract, and all documents submitted by the FSMC that have been mutually agreed upon by both parties (i.e., work sheets, and attachments).

Standards Terms and Conditions

I. Scope and Purpose

- A. **Duration of Contract.** The effective date may be different than July 1, but the termination date must be June 30th (SFA's only). Keep in mind that the effective date may not occur prior to the date on which the contract is signed and approved by the state agency. This contract shall be for a period of up to one year, beginning on 7/1/2017, and ending on 6/30/2018, with up to four 1-year renewals with mutual agreement between the SFA/Sponsor and the FSMC (7 CFR Part 210.16(d)).
- B. The FSMC shall operate in conformance with the SFA/Sponsor agreement with the Louisiana State Department of Education, Division of Nutrition Support.

The SFA/Sponsor must check only the program(s) to operate. The programs listed here should agree with those listed in Attachment K. If a program is added later (i.e., a breakfast program), the appropriate procurement procedures must be followed.

National School Lunch Program (NSLP)

Extra Sales

School Breakfast Program (SBP)

Adult Meals

After School Snack Program (ASSP-NSLP)

Catering

Summer Food Service Program

Contract Meals

Fresh Fruit and Vegetable Program

Vending/Concessions

Child and Adult Care Food Program (CACFP)

Farm to School Program

- C. The FSMC, as an independent contractor, shall have the exclusive right to operate the above program(s) at the sites specified by the SFA/Sponsor in Attachment K. The SFA/Sponsor may request of the FSMC additional programs. Any additional food service **cannot** constitute a material change to the contract. If a material change will occur, the contract would need to be rebid. (Reference All State Directors' Memo 97-SP-30 and Section I, Item B on page 12, and USDA's *Contracting with Food Service Management Companies – Guidance for School Food Authorities*).

A material change is defined as:

Any change made to a contract after it has been awarded that alters the terms and conditions of that contract substantially enough that had other respondents known of these changes in advance, they could have proposed differently and more competitively (USDA Contracting with FSMC – Guidance for SFAs p. 8-1).

- D. The FSMC shall be an independent contractor and not an employee of the SFA/Sponsor. The employees of the FSMC are not employees of the SFA/Sponsor.

- E. The food service provided shall be operated and maintained as a benefit to the SFA's students, faculty, and staff.
- F. The FSMC chosen will implement the following:

Communication and Planning

Planning

1. Following the contract award, FSMC shall make executive management available for annual planning meetings as necessary
2. FSMC will provide a point of contact and an employee director essential to food service programming both district-wide and at individual schools, and update this list as necessary throughout the school year.
3. FSMC will schedule initial operations and expectation meetings with school administrators before the start of school.
4. **FSMC will provide SFA with a start-up plan for approval or revision, by May 25, 2017 which will detail how staff will be hired and on-boarded, with clear milestones, to ensure a successful beginning to the school year.**

Weekly

1. FSMC will participate/be available for weekly meetings with SFA representatives
2. FSMC will be prepared to report school-level and district-level issues, and be prepared to work collaboratively on solutions.
3. All requests and communications from school staff or SFA will be responded to within a 24-hour period.

Quarterly

1. FSMC will be reviewed on a quarterly basis by the SFA as to the level of performance and will adjust services as necessary to resolve any performance issues identified.

Semi-Annually

1. FSMC will make executive and district-leadership available semi-annually to review contract performance and deliverables.
2. FSMC will provide access to semi-annual food service trainings and meetings for its entire staff.

Ongoing

1. FSMC will provide ongoing training and support as deemed appropriate by the SFA and FSMC.
2. FSMC will provide and track training in accordance with Professional Standards for State and Local School Nutrition Programs Personnel as Required by the Healthy, Hunger-Free Kids Act of 2010 (80 FR 11077) as spelled out on page 97 of the RFP.

Emergency Planning

1. The FSMC will prepare all school-based food storage areas in the event of all weather-related emergencies or natural disasters.
2. The FSMC should, to the best of their ability, remove all perishable food items from areas that may possibly lose power or flood.
3. The FSMC shall be responsible for preparing kitchens and food storage areas before school resumes.
4. The FSMC will be responsible for maintaining and cleaning kitchen and serving room areas in the event of all weather or natural disasters.

Nutrition Marketing Program

The Proposer must have a nutrition marketing program, tailored to FirstLine Schools that encourages students to participate in the program. Each Proposal shall provide a marketing plan and a minimum of three (3) sample marketing materials designed to engage students.

Throughout the contract term, the FSMC shall:

- Provide graphic colorful copies of menus and topical nutrition information to parents monthly.

- Provide graphic artwork, promotional materials (e.g. posters, incentives, menu boards, banners).
- G. All prospective FSMC's must completely inspect the facilities and equipment prior to the proposal due date and prior to submitting a proposal. Failure to do so will not relieve the successful offeror from the necessity of furnishing and installing any material and equipment, performing any labor, or making structural changes without additional cost to the SFA/Sponsor, that may be required to carry out the intent of the resulting contract.
 - G. All income accruing as a result of payments by children and adults, federal reimbursements, and all other income from sources such as donations, special functions, catering, extra sales, vending, concessions, contract meals, grants, and loans shall be deposited daily in the SFA's/Sponsor's food service account. Any profit or guaranteed return shall remain in the SFA's/Sponsor's food service account. The SFA/Sponsor and the FSMC agree that this contract is neither a *cost-plus-a-percentage-of-income* nor a *cost-plus-a-percentage-of-cost* contract which are both prohibited, as required under United States Department of Agriculture (USDA) Regulations 7 CFR Part 210.16(c).
 - H. The SFA/Sponsor shall be legally responsible for the conduct of the food service program and shall supervise the food service operations in such manner as will ensure compliance with the rules and regulations of the state agency and USDA regarding each of the Child Nutrition Programs covered by this contract 7 CFR Part 210.16(a)(2).
 - I. The SFA/Sponsor shall retain control of the CNP food service account and overall financial responsibility for the CNP contract 7 CFR Part 210.16(a)(4).
 - J. SFAs/Sponsors shall retain control and establish all selling prices, including price adjustments, for all reimbursable and non-reimbursable meals/milk and extra sales (including vending, adult meals, contract meals, and catering) prices. Exception: non-pricing programs need not establish a selling price for reimbursable meals/milk 7 CFR Part 210.16(a)(4).
 - K. (SFA's only) If the FSMC is responsible for providing the SFA with non-program foods, the FSMC will provide written documentation of food costs and revenues to the SFA on a monthly basis. The information must include food cost for reimbursable meals, food cost for non-program foods, revenue from non-program foods, and total revenue. Non-program foods include: adult meals, a la carte, catering, vending, and student stores operated, or any other sales generated through the non-profit school food service account not already described. This information is required to determine compliance with revenue from non-program foods 7 CFR Part 210.14(f) and Memo SP 20-2016.
 - L. (SFAs only)The FSMC shall provide additional food service such as banquets, parties, and refreshments for meetings as requested by the SFA. The SFA will be charged the meal equivalent rate as specified below. USDA commodities shall not be used for these special functions unless a School Food Authority's students will be the primary beneficiaries. (Reference All State Directors' Memo 99-SNP-14)
 - M. (SFAs only) SFAs may request of the FSMC additional food service programs; however, the SFA reserves the right, at its sole discretion, to sell or dispense any food or beverage before or after the SFA's regularly scheduled lunch or breakfast periods, provided such is not prohibited by state or federal program regulations.
 - N. (SFAs only)The FSMC shall cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction.
 - O. The FSMC shall comply with the rules, regulations, policies, and instructions of the state agency and USDA and any additions or amendments thereto, including USDA regulations 7 CFR Parts 210, 215, 220, 245, 250, 7 CFR Part 225 (SFSP), if applicable, 7 CFR Part 226 (CACFP), if applicable, 7 CFR Part 215 (Special Milk Program) and 2 CFR Part 200 and 2 CFR Part 220.
 - P. The FSMC shall comply with Title VI of the Civil Rights Act of 1964, as amended; USDA regulations implementing Title IX of the Education Amendments; Section 504 of the Rehabilitation Act of 1973; Age

Discrimination Act of 1975; 7 CFR Parts 15, 15a, and 15b; and FNS Instruction 113-1, *Civil Rights Compliance and Enforcement – Nutrition Programs and Activities*, and any additions or amendments.

- Q. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA) Appendix II of 2 CFR Part 200(G).
- R. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. (Appendix II of 2 CFR Part 200(I)).
- S. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence Appendix II of 2 CFR Part 200(E).
- T. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” Appendix II of 2 CFR Part 200(E)
- U. The FSMC shall comply with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency (Appendix II of 2 CFR Part 200 (D)).
- V. The FSMC shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a–7) as supplemented by Department Of Labor regulations Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”) (Appendix II of 2 CFR Part 200 (D)).

W. The FSMC shall comply with the following civil rights laws, as amended: Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Title 7 CFR Parts 15, 15a, and 15b; the Americans with Disabilities Act; and FNS Instruction 113-1, *Civil Rights Compliance and Enforcement in School Nutrition Programs*.

X. The FSMC shall comply with the *Buy American Provision* for contracts that involve the purchase of food, USDA Regulation (7 CFR Part 250 and 7 CFR Part 210). The FSMC is required to purchase, to the maximum extent practicable, domestic commodities and products.

The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for Program meals. A "domestic commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR Part 210.21(d).

Exceptions to the Buy American provision should be used as a last resort; however, an alternative or exception may be approved upon request. To be considered for the alternative or exception, the request must be submitted in writing to a designated official, a minimum of 14 days in advance of delivery. The request must include the:

1. Alternative substitute (s) that are domestic and meet the required specifications:
 - a. Price of the domestic food alternative substitute (s); and
 - b. Availability of the domestic alternative substitute (s) in relation to the quantity ordered.
2. Reason for exception: limited/lack of availability or price (include price):
 - a. Price of the domestic food product; and
 - b. Price of the non-domestic product that meets the required specification of the domestic product.

Y. The FSMC must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible (2 CFR Part 200.321)

Z. In the event that the FSMC provides management services for the Child and Adult Care Food Program (CACFP) at any of the SFA's/Sponsor Food Service locations, SFA/Sponsor and FSMC agree to comply with all regulations set forth in 7 CFR Part 226, Child and Adult Care Food Program Regulations, Louisiana Food and Nutrition Programs, Policies of Operation, and all other Federal and State laws (including IRS), regulations, policies, instructions and requirements established for this Program.

AA. (SFAs only) In the event that the FSMC provides management services for the Fresh Fruit and Vegetable Program (FFVP) at any of the SFA's Food Service Locations, SFA and FSMC agree to operate the FFVP in accordance with the requirements of Section 19 of the National School Lunch Act, all applicable regulations and policies, and the FFVP Handbook for Schools (applies to School Food Authorities only) SFA and FSMC further agree that not more than 10% of the total funds expended to the school and/or schools for operation of the FFVP may be used for administrative expenses. All administrative costs (non-food costs such as labor, supplies, management of the program, and equipment) must be used by the SFA to support planning and managing the program. The FSMC must provide the SFA with full documentation of allowable costs. This documentation must clearly outline the allocation of costs charged to the FFVP program (i.e., amounts charged for labor, administrative fees, and actual costs of fresh fruits and vegetables, etc.). Labor costs must be minimal in both the "operating and administrative" category, and must be reported in a manner that clearly identifies the actual time allocated to the FFVP. If a proposal includes a fixed fee component, the SFA shall assess each proposal to determine the allowability of the fees charged by the FSMC.

The FSMC shall:

- Be completely apprised of all FFVP policies and rules to guarantee the program is operated in compliance with FNS Standards.
- Cooperate with the SFA in monitoring the FSMC operation of the FFVP.

- Document and track FFVP expenses separately from all other program expenses and provide the documentation to the SFA by the 5th day of the month following the month the expenses were incurred.
- Not charge labor or benefits incurred by the FSMC employees during normally contracted work hours.
- If applicable, claim only labor and benefits incurred by FSMC employees above and beyond normally contracted work (these costs must be minimal).

The SFA shall:

- Provide a cycle menu, including portion sizes (the menu must be based on FNS guidance).

BB. *Geographic preference.* A school food authority participating in the Program, may apply a geographic preference when procuring unprocessed locally grown or locally raised agricultural products. When utilizing the geographic preference to procure such products, the school food authority has the discretion to determine the local area to which the geographic preference option will be applied.

- If requested by the SFA and included in this contract, the FSMC shall engage in LA's Farm to School program in an effort to connect schools (K - 12) with LA / local farms in order to serve healthy meals using locally-produced foods.
- The FSMC, as the agent of the SFA, will maximize the use of LA grown/locally grown products, including but not limited to, fruits, vegetable and dairy products, whenever possible, and when purchased by the SFA directly, such fruits, vegetables, and dairy products must be used by the FSMC in the SFA's Food Service Program.
- The FSMC shall produce a quarterly report which documents the procurement of LA grown / locally grown products including the local farm source, the product(s) purchased and the value of the products purchased on behalf of the LEA.

CC. Computation of Lunch Equivalency Rate and Lunch Equivalents.

Lunch Equivalency Rate: The rate is the sum of the total reimbursement received for each lunch meal served and claimed. The Lunch Equivalent rate is used **by the SFA** to convert sales from second meals, a-la-carte, vending, extra sales, and catering to a meal equivalent.

Calculation of Lunch Equivalent Rate (to be completed by the SFA)

Current Year Federal Free Rate of Reimbursement: \$3.18

Current Year Value of USDA Entitlement Donated Foods: \$0.23

Current Year Value of USDA Bonus Donated Foods:

Total Lunch Equivalent Rate: \$3.41

DD. The FSMC shall provide staff to manage the food service operations and supervise all employees employed therein.

EE. The charge to the SFA/Sponsor for FSMC's fee is to be clearly identified in the proposal.

FF. Procurement/Payment Terms/Method: The FSMC shall invoice the SFA/Sponsor at the end of each month for amounts due based on on-site records. The SFA/Sponsor shall make payments within **30 (thirty)** business days of receipt of the invoice. Upon termination of the Agreement, all outstanding amounts shall immediately become due and payable. This prototype specifies the meal fee structure as a maximum flat fee per reimbursable meal served to a student (not number of meals delivered). The maximum flat fee per meal includes the allowable direct costs of the preparation and service of the reimbursable meals including food, labor, and other expenses. The flat fee proposed for meals served under the NSLP, SBP, and CACFP must include the cost of serving milk. The flat fee proposed for meals served under SFSP must be unitized with or

without milk or juice. No other fees may be charged to the SFA/Sponsor.

Federal regulations allow contracts to be of a duration no longer than one year with the option of yearly renewals not to exceed four additional years (7CFR 210.16(d)).

The FSMC will be paid at a fixed rate per lunch equivalent. An SFA must determine the existence of the proper pass-through value of the donated commodities; i.e., credits or reductions on the invoice in the month of utilization. The values are to be based on the values at the point the SFA receives the commodities from the Louisiana Department of Agriculture and Forestry and on USDA commodity prices pertinent to the time period and shall include both the basic commodities allocation as well as any bonus commodities (7 CFR Part 250.51).

Prices per Meal Equivalents

To be completed by the FSMC:

Fixed Price per Lunch Equivalent: \$

Fixed Price per Breakfast Equivalent \$
(1/2 Fixed Price per Lunch Equivalent)

Fixed Price per Snack Equivalent \$
(1/5 Fixed Price per Lunch Equivalent)

The fixed price per meal/lunch equivalent will be subject to an annual escalator provision, made at the time of contract renewal, based on the CPI for Food Away from Home. The specific CPI used will be the CPI for All Urban consumers as of February of the current year (rounded down to the nearest cent). The prices above must be the same as the contract price for reimbursable meals.

Contract Award Criteria

Proposals will be evaluated by a committee against the following criteria with assigned weights in the following categories. Each area of the award criteria must be addressed in detail in the proposal. **After proposals are received from vendors**, score each proposal according to the predetermined weight of each criteria.

The SFA must require the FSMC to use OMB-approved government wide standard information collections when providing financial and performance information (2 CFR Part 200.301).

Selection of the successful offeror is made principally on the basis of price (2 CFR Part 200.320). Price must be the primary factor. The contract is awarded to the proposal that is most advantageous to the program (2 CFR Part 200.320(d)(4))

Maximum Points	Criteria										
30	points Cost (FSMC with the lowest price receives the maximum points. The other vendors receive points equal to the lowest price divided by their meal price x maximum points. Do not round).										
25	points Service Capability Plan Proposal Quality and Innovation (Award of a purchase order or contract is based on the best value to FirstLine: quality, availability, delivery, specifications, terms, conditions, and fitness for the particular purpose. When a solicitation requires an oral presentation, submission of test samples, or inspection of facilities, these factors are part of the component evaluation. Proposal demonstrates innovative means and methods.)										
10	points Years of Experience in working with Child Nutrition Programs <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">10+ years=10 points</td> <td style="width: 50%;">5 years=5 points</td> </tr> <tr> <td>9 years=9 points</td> <td>4 years=4 points</td> </tr> <tr> <td>8 years=8 points</td> <td>3 years=3 points</td> </tr> <tr> <td>7 years=7 points</td> <td>2 years=2 points</td> </tr> <tr> <td>6 years=6 points</td> <td>1 year=1 point</td> </tr> </table>	10+ years=10 points	5 years=5 points	9 years=9 points	4 years=4 points	8 years=8 points	3 years=3 points	7 years=7 points	2 years=2 points	6 years=6 points	1 year=1 point
10+ years=10 points	5 years=5 points										
9 years=9 points	4 years=4 points										
8 years=8 points	3 years=3 points										
7 years=7 points	2 years=2 points										
6 years=6 points	1 year=1 point										
15	points Financial Conditions/Stability, Business Practices Company Financials and Executive Resumes (Three years of most recent audited company financials are requested. The audited financial reports will be reviewed to determine if the company has the financial capacity to perform the work outlined in the contract. Consideration is also given to the applicants' potential ability to perform successfully under the terms and conditions and their past performance record.)										
10	points Accounting and Reporting Systems										
10	points Promotion of the Child Nutrition Program (FSMCs should be very specific as to their plans for promoting the Child Nutrition Programs. The SFA will rate the FSMC based on the specific plan proposed).										
100	points Total Points										

GG.The FSMC shall make substitutions in the food components of the meal pattern for students with disabilities when their disability restricts their diet as stated in the students' *Individual Educational Plans (IEPs)* or 504 Plans and those non-disabled students who are unable to consume regular meals because of medical or other special dietary needs. Substitutions shall be made on a case-by-case basis when supported by a statement of the need for substitutes that includes recommended alternative foods, unless otherwise exempted by USDA. Such statement shall be signed by a medical doctor or a recognized medical authority. There will be no additional charge to the student for such substitutions.

HH.The SFA/Sponsor will make the final determination of the opening and closing dates of all sites, if applicable.

ii. Designation of Program Expenses to be Completed by SFA/Sponsor

1. The FSMC guarantees to the SFA/Sponsor that the proposal meal rate for each reimbursable school meal shall include the expenses as designated with an “X” or a “✓” under Column 1. The FSMC shall be responsible for negotiating/paying all employee fringe benefits, employee expenses, and accrued vacation and sick pay for staff on their payroll.
2. The SFA/Sponsor shall pay those expenses as designated with an “X” or a “✓” under Column II.

DESCRIPTION	COLUMN I (FSMC)	COLUMN II (SFA/SPONSOR)
LABOR:		
Payroll, managers and/or supervisors	X	
Payroll, full and part-time workers	X	
Payroll, Monitors	X	
Life Insurance	X	
Medical/Dental Insurance	X	
Retirement Plans	X	
Social Security	X	
Vacation	X	
Sick Leave	X	
Holiday Pay	X	
Uniforms	X	
Tuition Reimbursement	X	
Labor Relations	X	
Unemployment Compensation	X	
Workers Compensation	X	
Processing and Payment of Payroll	X	
FOOD:	X	
OTHER EXPENSES:		
Accounting	X	X
Bank Charges	X	X
Data Processing	X	X
Recordkeeping	X	X
Processing and Payment of invoices	X	X
Equipment – Major		
Original Purchase		X
Routine Maintenance	X	X
Major Repairs	X	X
Replacement	X	X
Equipment – Expendable (Trays, tableware, glassware, utensils)	X	
Original Purchase	X	
Replacement	X	
Cleaning/Janitorial Supplies	X	
Insurance	X	

DESCRIPTION	COLUMN I (FSMC)	COLUMN II (SFA/SPONSOR)
Liability Insurance	X	
Insurance on Supplies/Inventory	X	
Laundry and Linen	X	
Office Materials	X	
Paper/Disposable Supplies	X	
Pest Control		X
Postage	X	
Printing	X	
Product Testing	X	
Promotional Materials	X	
Taxes and License	X	
Telephone	X	
Local	X	X
Long Distance	X	
Medium of Exchange for point of service counts including student payments		X
Training	X	
Transportation of meals	X	
Trash Removal	X	X
From Kitchen	X	
From School Premises		X
Travel	X	
Required	X	
Requested	X	X
Utilities		X
Vehicles	X	
Fresh Fruit and Vegetable Program (if applicable)	X	
Purchase of food items	X	
Preparation (if needed)	X	
Packaging (if needed)	X	
Serving	X	
Purchase of Supplies (i.e. containers, paper, etc.)	X	
Cleaning	X	
Nutrition Education	X	
Documentation of Expenses	X	

iii. Signature Authority

A. (SFA only) The SFA shall retain signature authority for the application/agreement, free and reduced-price policy statement, and programs indicated in Section I, Item B on page 9 and the monthly claim for reimbursement. (Reference 7 CFR Part 210.9(a) and (b) and 7 CFR Part 10.16(a){5})

iv. Free and Reduced Price Meals Policy-(SFA's Only)

- A. The SFA shall be responsible for the establishment and maintenance of the free and reduced price meals eligibility roster.
- B. The FSMC shall implement an *accurate point of service* count using the counting system submitted by the SFA in its application to participate in the CNP and approved by the state agency for the programs listed in Item B on page 9, as required under USDA regulations. Such a counting system must eliminate the potential for the overt identification of free and reduced price eligible students under USDA Regulation 7 CFR Part 245.8.
- C. The SFA shall be responsible for the development and distribution of the parent letter and Application for Free and Reduced Price Meals and participating in Direct Certification. The SFA shall be responsible for the determination of eligibility for free or reduced price meals.
- D. The SFA shall be responsible for conducting any hearings related to determinations regarding eligibility for free or reduced price meals.
- E. The SFA shall be responsible for verifying Applications for Free and Reduced Price Meals as required by USDA regulations.
- F. It will be the joint responsibility of the SFA and the FSMC to protect the anonymity of all children receiving free or reduced price meals, and methods for ensuring anonymity shall be jointly agreed upon, providing that nothing in this paragraph shall be construed to relieve the FSMC of its independent obligation to protect the anonymity of all children receiving free and reduced price meals.

v. **USDA-Donated Foods (SFA's only)**

- A. The SFA must determine the existence of the proper pass-through value of the donated commodities, i.e., credits or reductions on the invoice in the month of utilization. The values are to be based on the values at the point the SFA receives the commodities from the Louisiana Department of Agriculture and Forestry and on USDA commodity prices pertinent to the time period and shall include both the basic commodities allocation as well as any bonus commodities 7 CFR Part 250.51.
- B. The FSMC must credit the recipient agency for the value of all donated foods received for use in the recipient agency's meal service in the school year or fiscal year (including both entitlement and bonus foods), and including the value of donated foods contained in processed end products, in accordance with the contingencies in §250.51(a). Any USDA-donated foods received by the SFA and made available to the FSMC must accrue solely to the benefit of the SFA's nonprofit child nutrition program and SFSP program, if applicable, and shall be fully utilized therein.
- C. The FSMC must subtract from the SFA's monthly bill/invoice the current market value of all USDA-donated commodities received during each Contract Term as the commodities are used in the SFA's food service. **The FSMC must credit the SFA for all USDA-donated commodities received for use in the SFA's food service each Contract Term whether the USDA-donated commodities have been used or not. Such credit shall be issued in full prior to the expiration of each Contract Term.**
- D. Credit issued by the FSMC to the SFA for USDA-donated commodities received during each Contract Term and used in the SFA's food service shall be recorded on the monthly bill/invoice as a separate line item entry and shall be clearly identified and labeled. Attached to the invoice shall be a detailed list identifying each received USDA-donated food item used in the SFA's food service and each USDA-donated food item credit issued for unused commodities, along with the current market value as issued by the Louisiana Department of Agriculture and Forestry.
- E. The FSMC shall have records maintained and available to substantiate the receipt, use, storage, and inventory of USDA-donated commodities. The FSMC must submit to the SFA monthly inventory reports showing all transactions for processed and non-processed USDA-donated commodities.

- F. At the end of each Contract Term and upon expiration or termination of the Contract, reconciliation shall be conducted by the SFA to ensure and verify correct and proper credit has been received for the full value of all USDA-donated commodities received by the FSMC during each Contract Term for use in the SFA's food service.
- G. The FSMC will use all donated ground beef and ground pork products, and all processed end products, in the recipient agency's food service. Commercially-purchased foods shall not be substituted for these foods. The FSMC will use all other donated foods, or will use commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the donated foods, in the recipient agency's food service.

The FSMC shall return all unused USDA donated ground beef products, ground pork products, and processed end products to the SFA upon termination, expiration, or non-renewal of the Contract.

- H. At the discretion of the SFA, the FSMC may be required to return other unused USDA-donated commodities to the SFA upon termination, expiration, or non-renewal of the Contract.
- I. The SFA shall retain title to all USDA-donated foods.
- J. The procurement of processed end products on behalf of the recipient agency, as applicable, will assure compliance with the requirements in subpart C of 7 CFR Part 250 and with the provisions of the distributing or recipient agency processing agreements and will ensure crediting of the recipient agency for the value of donated foods contained in such end products at the processing agreement value.
- K. The FSMC is prohibited from entering into any processing contracts utilizing USDA-donated foods on behalf of the SFA as required in subpart C of 7 CFR Part 250. All refunds received from processors must be retained by the nonprofit school food service account. The FSMC shall pay all related processing fees and costs.
- L. Any activities related to donated foods that the FSMC will be responsible for will be in accordance with 7 CFR Part 250.50(d). Such activities will be performed in compliance with the applicable requirements in 7 CFR Part 250.
- M. The FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA-donated foods.
- N. The FSMC shall accept and use USDA-donated foods in as large quantities as may be efficiently utilized in the SFA's nonprofit food service, subject to approval of the SFA. The SFA shall consult with the FSMC in the selection of commodities; however, the final determination as to the acceptance of commodities must be made by the SFA.
- O. The FSMC will comply with the storage and inventory requirements for donated foods in accordance with the contingencies in §250.52. The FSMC shall account for all USDA-donated foods separately from purchased foods. The FSMC is required to maintain accurate and complete records with respect to the receipt, use/disposition, storage, and inventory of USDA-donated foods. Failure by the FSMC to maintain the required records under this contract shall be considered prima facie evidence of improper distribution or loss of USDA- donated foods.
- P. The FSMC shall have records available to substantiate that the full value of all USDA-donated foods is used solely for the benefit of the SFA.
- Q. The FSMC will maintain all necessary records to document its compliance with requirements relating to donated foods, in accordance with §250.54(b).
- R. The distributing agency, sub-distributing agency, or recipient agency, the Comptroller General, the Department of Agriculture, or their duly authorized representatives, may perform onsite reviews of the food service operation, including the review of records, to ensure compliance with requirements for the management and use of donated foods.

- S. Extensions or renewals of the contract, if applicable are contingent upon the fulfillment of all contract provisions relating to donated foods.

vi. Health Certifications

- A. The SFA/Sponsor shall maintain all applicable health certifications on its facilities and shall ensure that all state and local regulations are being met by the FSMC preparing or serving meals at any SFA/Sponsor facility (7 CFR Part 210.16(c) (7)).
- B. The FSMC shall maintain state and/or local health certifications for any facility outside the SFA/Sponsor facility in which it proposes to prepare meals and shall maintain this health certification for the duration of the contract as required under USDA Regulations 7 CFR Part 210.16(c) (2).
- C. (SFSP Only) The FSMC must ensure that meals are inspected periodically to determine bacteria levels present in the meals and that the bacteria levels found to be present in the meals conform with the standards set by local health authorities. The results of the inspections must be submitted promptly to the sponsor and to the State agency.

vii. Meals

- A. The FSMC shall serve meals on such days and at such times as requested by the SFA/Sponsor.
- B. Meals must meet meal pattern requirements and nutrition standards as specified in the attachments for the programs included in this proposal.
- C. If reimbursement is denied as a direct result of the failure of the FSMC to comply with the provisions of this Contract, the FSMC shall assume the responsibility for the amount denied.
1. The SFA will periodically review FSMC for programmatic compliance or non-compliance. Items or programs that may be reviewed are:
- Menu
 - Physical Meals
 - Transportation Records (if applicable)
 - Product Formulation Statements / CN Labels
 - Production Records
 - Food Safety Practices
 - Staffing Timesheets
 - Monthly Invoices
 - Adherence to the Professional Standards for State and Local School Nutrition Programs Personnel as Required by the Healthy, Hunger-Free Kids Act of 2010 (80 FR 11077)
2. Menus shall be provided to FSMC by the 5th business day of the previous month for review and approval. Production and transportation records (if applicable) shall be kept on site, and made available daily. A Statement of Food Safety practices and procedures shall be included in vendor's proposal. Product Formulation Statements, CN Labels and Staffing Timesheets shall be made available to SFA upon request.
3. Training: FSMC shall provide staff with the following hours of training, at a minimum (80 FR 11077):
- Program directors - 12 hours
 - Program managers - 10 hours
 - Program staff - 6 hours

Documentation of this training will be tracked in the Professional Standards template provided by the SFA and will be made available to the SFA upon request.

If the SFA finds the FSMC to be out of compliance with food standard, meal pattern, practice or procedures outlined in this RFP, the SFA will require the FSMC to remedy the problem immediately by the following steps and timeframes:

1. SFA will communicate the finding to the FSMC within five (5) business days of its discovery
2. FSMC will work with SFA to develop and implement an adequate solution within five (5) business days or an appropriate timeframe
3. If the problem is not remedied, SFA reserves the right to issue a formal cure notice and revoke the FSMC’s contract for non-compliance after a thirty (30) day cure period.

SFA reserves the right to financially penalize the FSMC for identified areas of non-compliance. Damages will be assessed as follows:

Item	Penalty
Service of a federally non-compliant or non-reimbursable meal	Full reimbursable cost of all non-compliant meal for that day (by site)
Service of a meal containing items highlighted in “Program Objectives and Requirements”	Full cost of meal for that day + \$50 / instance (by site)
Failure to produce production / transport records	Full cost of all meals for that day
Improper meal counts	Cost of each meal miscounted

- D. The SFA/Sponsor shall retain control of the quality, extent, and general nature of the food service (7 CFR Part 210.16(a) (4)).
- E. The Request for Proposal contains a 21-day cycle menu developed in accordance with the provisions of 7 CFR Part 210.10, to be used as a standard for the purpose of basing proposals or estimating average cost per meal. A school food authority with no capability to prepare a cycle menu may, with written state agency approval, require that each food service management company include a 21-day cycle menu, developed in accordance with the provisions of 7 CFR Part 210.10, with its proposal. The food service management company must adhere to the cycle menu for the first 21 days of meal service. Changes thereafter may be made with the approval of the school food authority (7 CFR Part 210.16(b)(1)). The FSMC shall adhere to the 21-day cycle menus and portion sizes specified by the SFA/Sponsor in Attachments N1-N15, O1-O15, P1-P2, Q1-Q2, S1-S2, and T1-T2..
- F. (SFA’s Only) In order for the FSMC to offer extra sales/a la carte food service, the FSMC must offer free, reduced price, and full price reimbursable meals to all eligible children (7 CFR Part 210.6(b)(1)).
- G. (SFA’s Only) The FSMC shall provide meals that meet the regulatory requirements as set forth in the Final Rule on Nutrition Standards in the National School Lunch and School Breakfast Programs, published on January 26, 2012.
- H. The FSMC shall promote maximum participation in the CNP.
- I. The FSMC shall provide the specified types of service in the schools/sites listed in Attachment K, which

is a part of this contract.

- J. (SFA's Only) The FSMC shall sell on the premises only those foods and beverages authorized by the SFA and only at the times and places designated by the SFA.
- K. No payment will be made to the FSMC for meals that are spoiled or unwholesome at the time of delivery, do not meet detailed specifications as developed by the SFA/Sponsor for each food component in the meal pattern, or do not otherwise meet the requirements of this Contract. Specifications shall cover items such as grade, purchase units, style, condition, weight, ingredients, formulations, and delivery time (7 CFR Part 210.16(c)(3)).
- L. The following requirements apply when meals are delivered from a central kitchen:
- (SFAs Only) The vendor shall provide the SFA with a completed production record that includes all information except for the number of meals served, leftovers, dispensation of leftovers, and temperature of food upon receipt. All information from the LDOE prototype SFS-6 report must be included in the production record. The meals served, leftovers, dispensation of leftovers, and ending temperature shall be completed at the end of meal service and provided to the SFA.
 - The FSMC will provide the SFA/Sponsor with all CN Labels, ingredient labels, and recipes used in the preparation of meals. The SFA will maintain these records on site at all times.
 - The vendor shall provide a delivery slip with the date and the number of meals delivered. The SFA/Sponsor authorized representative or his/her designee must sign the delivery slip and verify the condition of the meals received.
 - Meals must be delivered in closed-topped, sanitary vehicles.
 - Meals must be delivered in clean, sanitary transporting containers that maintain the proper temperatures of food and are food-grade containers approved by the local or state health departments.
 - When an emergency prevents the vendor from delivering meals, the vendor shall notify the SFA/Sponsor-authorized representative or his/her designee immediately by phone indicating the reasons for the need for substitution.
 - The SFA/Sponsor reserves the right to inspect and determine the quality of food delivered. The SFA/Sponsor may reject and not pay for any meals or components that are unwholesome, judged as poor quality, damaged, incomplete either due to inadequate portion sizes or missing number of meal components, or delivered in unsanitary conditions such as incorrect temperatures.
 - The SFA/Sponsor will obtain meals from other sources if meals are rejected or if an insufficient number of meals are delivered. The SFA/Sponsor will contact the vendor immediately regarding the reasons for rejected meals or if an inadequate number of meals is delivered. If the vendor cannot replace meals in time for meal service, then the SFA/Sponsor can obtain meals from another source and deduct the actual cost of such meals from the monthly bill of the vendor. The vendor is responsible for the costs of replacement meals.
 - The SFA/Sponsor will not pay for deliveries made later than the regularly scheduled lunch or breakfast periods as listed in Attachment J, or as otherwise stated in this contract.
 - Meals shall be delivered with the following items: condiments, straws for milk, napkins, single service ware and serving utensils. Vendor shall insert non-food items that are necessary for the meal to be eaten.
 - All refrigerated foods shall be delivered at an internal temperature of 41°F or below.
 - All frozen food shall be delivered at 0°F or below. Frozen products should show no evidence of thawing and re-freezing, freezer burn, or any off color or odors.
 - All hot food shall be delivered with an internal temperature of 135°F or above.
 - (SFSP Only) All meals prepared by a FSMC shall be unitized, with or without milk or juice (based on the contract).
 - (SFSP Only) FSMCs may not subcontract for the total meal, with or without milk, or for the assembly of the meal.

viii. Books and Records

- A. The FSMC shall maintain such records (supported by invoices, receipts, or other evidence) as the SFA/Sponsor will need to meet monthly reporting responsibilities and shall submit monthly operating statements in a format approved by the SFA/Sponsor no later than the tenth calendar day succeeding the month in which services were rendered. Participation records, including claim information by eligibility category, shall be submitted no later than the fifth working day succeeding the month in which services were rendered. (SFA's Only) The SFA shall perform edit checks on the participation records provided by the FSMC prior to the preparation and submission of the claim for reimbursement 7 CFR Part 210.16(c)(1).
- B. All records relating to the Contract, including subsequent renewal Terms, if applicable, are the property of the SFA/Sponsor and shall be maintained in original form on SFA/Sponsor premises for the duration of the Contract. At any time during the Contract, the SFA/Sponsor reserves the right to require the FSMC to surrender all records relating to the Contract to the SFA/Sponsor within 30 days of such request 7 CFR Part 210.16(b)(1).

Such records shall include, but are not limited to:

- All data materials, and products created by the FSMC on behalf of the SFA/Sponsor and in furtherance of the Services
 - Production records, including quantities and amounts of food used in preparation of each meal and food component of menus
 - Standardized recipes and yields from recipes
 - Processed product nutritional analysis
 - Dates of preparation of meals
 - Number of meals and locations where meals were delivered
 - Signed delivery slips
 - Nutritional content of individual food items and meals as delivered
 - Bills charged to SFA/Sponsor for meals delivered under this contract including the credit of USDA commodities where applicable
 - Inventory records
 - Food and proposal specifications
 - All documents and records as noted in this *Request for Proposal and Contract*
- C. Completed participation records, including claim information, shall be submitted to the SFA/Sponsor no later than the third working day succeeding the week in which services were rendered. SFA's must receive participation records and claim information by eligibility category.
- D. (SFAs Only) The SFA shall perform edit checks on the participation records provided by the FSMC no later than the fifth working day succeeding the week in which services were rendered.
- E. Upon expiration or termination of the Contract, the FSMC shall surrender all records as noted above, relating to the initial Contract and all subsequent renewal Terms, if applicable, to the SFA/Sponsor within 30 days of the Contract expiration or termination.
- F. The SFA/Sponsor shall retain all records relating to the initial Contract and all subsequent renewal Terms for a period of three years either from the date the final Contract renewal Term has expired, receipt of the final payment under the contract is recorded, or after the SFA/Sponsor submits the final Claim for Reimbursement for the final fiscal year of the contract (7 CFR Part 210.23 (c)).
- G. The FSMC shall provide the SFA(Sponsor) with a year-end statement.
- H. The SFA/Sponsor shall conduct an internal audit of food, labor, meal requirements, meal equivalent calculations and other large expense items quarterly as well as performing random audits on smaller expense categories.
- I. The SFA/Sponsor and the FSMC must provide all documents as necessary for the independent auditor to conduct the SFA's/Sponsor's single audit.

- J. The FSMC will make all records available to the SFA upon request; and retain all records for a period of three (3) years after the SFA submits the final Claim for Reimbursement for the fiscal year for inspection and audit by representatives of the SFA, State agency, USDA and Comptroller General. In instances where audit findings have not been resolved, the records must be retained beyond the 3-year period until resolution of the issues raised by the audit. 2 CFR Part 210.23(c) and 2 CFR Part 200.333(a).”
- K. The FSMC shall not remove federally required records from SFA/Sponsor premises upon contract termination.

IX. Employees

- A. The SFA/Sponsor must designate if **CURRENT** SFA/Sponsor employees, including site and area managers as well as any other staff, will be retained by the SFA/Sponsor or be subject to employment by the FSMC. This must agree with the information reported on Attachment A and Attachment B.
Employees retained by:

SFA/Sponsor (See Attachment A)

FSMC (See Attachment B)

Both SFA/Sponsor and FSMC

- B. The FSMC shall provide the SFA/Sponsor with a schedule of employees, positions, assigned locations, salaries, and hours to be worked as part of the proposal on Attachment B. Specific locations and assignments will be provided to the SFA/Sponsor two full calendar weeks prior to the commencement of operation.
- C. The SFA/Sponsor shall have final approval regarding the hiring and terminating of the FSMC's site manager, if applicable.
- D. The FSMC shall comply with all wage and hours of employment requirements of federal and state laws. The FSMC shall be responsible for supervising and training personnel, including SFA/Sponsor-employed staff. Supervision activities include employee and labor relations, personnel development, and hiring and termination of FSMC management staff, except the site manager. The FSMC shall also be responsible for the hiring and termination of non-management staff who are employees of the FSMC.

The FSMC shall be responsible for training all employees prior to active employment. The topics must include but are not limited to the following::

- Menu Pattern Requirements for applicable programs
- Offer Versus Serve
- Recordkeeping (as applicable to the employee)
- HACCP Plan
- Meal Counting and Claiming

The FSMC shall be responsible for providing the agenda and sign-in sheet to the SFA upon hire of new employees and annually for all employees.

- E. The FSMC shall provide Workers' Compensation coverage for all its employees.
- F. The FSMC shall instruct its employees to abide by the policies, rules, and regulations with respect to use of SFA's/Sponsors premises as established by the SFA/Sponsor and which are furnished in writing to the FSMC.
- G. Staffing patterns, except for the site manager, shall be mutually agreed upon.

- H. The FSMC shall not be responsible for hiring employees in excess of the number required for efficient operation.
- I. The SFA/Sponsor shall provide sanitary toilet and hand washing facilities for the employees of the FSMC.
- J. The SFA/Sponsor may request in writing the removal of any employee of the FSMC who violates health requirements or conducts himself or herself in a manner that is detrimental to the well-being of the students, provided such request is not in violation of any federal, state, or local employment laws.
- K. In the event of the removal or suspension of any such employee, the FSMC shall immediately restructure the food service staff without disruption of service.
- L. All SFA, Sponsor, and/or FSMC personnel assigned to the food service operation in each school shall be instructed in the use of all emergency valves, switches, and fire safety devices in the kitchen and cafeteria areas.
- M. The FSMC shall conduct civil rights training for all food service employees, including front-line staff, upon hire, and on an at least an annual basis. Civil rights training must include:
 - Collection and use of data,
 - Effective public notification systems,
 - Complaint procedures
 - Compliance review techniques,
 - Resolution of noncompliance,
 - Requirements for reasonable accommodation of persons with disabilities
 - Requirements for language assistance
 - Conflict resolution, and
 - Customer service.
- N. The FSMC shall conduct a security check on each prospective employee working with the program prior to employment of such person. The security check must include submission of the prospective employees fingerprints in a form acceptable to the Louisiana Bureau of Criminal Identification and Information (Reference R.S. 17.15 (B)).

x. **Monitoring**

- A. (SFAs only) The SFA shall monitor the food service operation of the FSMC through periodic on-site visits to ensure that the food service is in conformance with USDA program regulation 7 CFR Part 210.16(a)(3). Further, if there is more than one site, there is an additional requirement that the SFA conduct an on-site review of the counting and claiming system no later than February 1 of each year. . Each on-site review shall ensure that the school's claim is based on the counting system authorized by the State agency under 7 CFR Part 210.7(c) of this part and that the counting system, as implemented, yields the actual number of reimbursable free, reduced price and paid lunches, respectively, served for each day. Each on-site review shall ensure that the school's claim is based on the counting system authorized by the State agency under §210.7(c) of this part and that the counting system, as implemented, yields the actual number of reimbursable free, reduced price and paid lunches, respectively, served for each day of operation 7 CFR Part 210.8(a)(1).
 - i. (SFAs only)The records necessary for the SFA to complete the required monitoring activities must be maintained by the FSMC under this contract and must be made available to the Auditor General, USDA, the state agency, and the SFA upon request for the purpose of auditing, examination, and review.
 - ii. The SFA/Sponsor as a SFSP sponsor, is responsible for conducting and documenting the required SFSP site visits of all sites for preapproval and during operation of the program.

xi. Use of Advisory Group/Menus

- A. (SFAs Only) The SFA shall establish and the FSMC shall participate in the formation, establishment, and periodic meetings of the SFA advisory board composed of student, teachers, and parents to assist in menu planning. The SFA shall approve the menus no later than two weeks prior to service. (Reference 7 CFR Part 210.16{a}{8})
- B. (SFAs Only) The FSMC must comply with the food specifications (Attachments L, and M1-M-9) developed by the SFA for the NSLP. The FSMC must also comply with the 21-day menu cycles as specified by the SFA/Sponsor for the NSLP, SBP, ASSP, SFSP, CACFP, and included in Request for Proposal/Contract. Any changes made by the FSMC after the first initial menu cycle for the NSLP, SBP, SFSP, CACFP, and/or ASSP may be made only with the approval of the SFA.

xii. Use of Facilities, Inventory, Equipment, and Storage

- A. The SFA/Sponsor will make available, without any cost or charge to the FSMC, area(s) of the premises agreeable to both parties in which the FSMC shall render its services.
- B. **The SFA/Sponsor or FSMC** shall provide all equipment to hold and serve the meals.
- C. The SFA/Sponsor reserves the right, at its sole discretion, to sell or dispense food or beverages, provided such use does not interfere with the operation of the CNP.
- D. The FSMC and the SFA/Sponsor shall inventory the equipment owned by the SFA/Sponsor at the beginning of the school year, including (but not limited to) silverware, trays, chinaware, glassware, and/or kitchen utensils. The FSMC will be responsible for correcting any discrepancies that are not the result of normal wear and tear within 30 days of the end-of-the-school-year inventory.
- E. The FSMC shall maintain the inventory of silverware, chinaware, kitchen utensils, and other operating items necessary for the food service operation and at the inventory level as specified by the SFA/Sponsor.
- F. The SFA/Sponsor will replace expendable equipment and replace, repair, and maintain nonexpendable equipment except when damages result from the use of less than reasonable care by the employees of the FSMC.
- G. The FSMC shall maintain adequate storage procedures, inventory, and control of USDA donated foods (SFAs Only) in conformance with the SFA's agreement with the state agency.
- H. The FSMC shall provide the SFA/Sponsor with one set of keys for all food service areas secured with locks.
- I. (SFAs Only) The SFA shall provide the FSMC with local telephone service.
- J. The SFA/Sponsor shall furnish and install any equipment and/or make any structural changes needed to comply with federal, state, or local laws, ordinances, rules, and regulations.
- K. (SFAs Only) The SFA shall be responsible for any losses, including USDA donated foods, which may arise due to equipment malfunction or loss of electrical power not within the control of the FSMC.
- L. All food preparation and serving equipment owned by the SFA/Sponsor shall remain on the premises of the SFA/Sponsor.
- M. The SFA/Sponsor shall not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA/Sponsor premises.

- N. The FSMC shall notify the SFA/Sponsor of any equipment belonging to the FSMC on the SFA/Sponsor premises within 10 days of its placement on the premises.
- O. The SFA/Sponsor shall have access, with or without notice, to all of the SFA's/Sponsor's facilities used by the FSMC for the purposes of inspection and audit.
- P. The FSMC shall not use the SFA's/Sponsor's facilities to produce food, meals, or services for other organizations without the approval of the SFA/Sponsor. If such usage is mutually acceptable, there shall be a signed agreement which stipulates the fees to be paid by the FSMC to the SFA/Sponsor for such facility usage.
- Q. (SFAs Only) The SFA, on the termination or expiration of the contract, shall conduct a physical inventory of all equipment and commodities owned by the SFA.
- R. The FSMC shall surrender to the SFA(Sponsor), upon termination of the contract, all equipment and furnishings in good repair and condition, reasonable wear and tear excepted.

xiii. Purchases

If the FSMC is procuring goods or services which are being charged to the SFA/Sponsor under the contract outside of the fixed price per meal (i.e. equipment), the FSMC is acting as an agent for the SFA/Sponsor and must follow the same procurement rules under which the SFA/Sponsor must operate and the FSMC may not serve as a vendor. Any rebates, discounts, or commissions associated in any manner with purchases must be returned to the nonprofit school food service account. Only net costs may be charged to the SFA/Sponsor.

Any purchase of food must meet the specifications listed in Attachment L.

(SFAs Only) The FSMC will buy the beginning inventory, exclusive of commodities, from the SFA.

xiv. Sanitation

- A. The FSMC shall place garbage and trash in containers in designated areas as specified by the SFA/Sponsor.
- B. The SFA/Sponsor shall remove all garbage and trash from the designated areas.
- C. The FSMC shall clean the kitchen and dining room areas as indicated in Attachment J.
- D. The FSMC shall operate and care for all equipment and food service areas in a clean safe, and healthy condition in accordance with the standards acceptable to the SFA/Sponsor and comply with all applicable laws, ordinances, regulations, and rules of federal, state, and local authorities, including laws related to recycling.
- E. The SFA/Sponsor shall clean ducts and hoods above the filter line.
- F. The SFA/Sponsor shall provide extermination services as needed.
- G. The FSMC shall comply with all local and state sanitation requirements in the preparation of food.
- H. The FSMC shall prepare a sample plate that includes all potentially hazardous foods served. The sample shall be maintained under refrigeration for 48 hours at the school site.

xv. Licenses, Fees, and Taxes

- A. The FSMC shall be responsible for paying all applicable taxes and fees, including (but not limited to) excise tax, state and local income tax, payroll and withholding taxes, for FSMC employees; the FSMC shall hold the SFA/Sponsor harmless for all claims arising from payment of such taxes and fees.
- B. The FSMC shall obtain and post all licenses and permits as required by federal, state, and/or local law.
- C. The FSMC shall comply with all SFA/Sponsor building rules and regulations.

xvi. Non-discrimination

Both the SFA/Sponsor and the FSMC agree that no child who participates in the NSLP, SBP, AASP, CACFP, or SFSP program will be discriminated against on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information.

xvii. Emergency Closing

- A. The SFA/Sponsor shall notify the FSMC of any interruption in utility service of which it has knowledge.
- B. (SFAs Only) The SFA shall notify the FSMC of any delay in the beginning of the school day or the closing of school(s) due to snow or other emergency conditions.

xviii. Terms and Termination (To be reviewed and approved by the SFA's School Board Attorney)

- A. The contract between a school food authority and food service management company shall be of a duration of no longer than 1 year; and options for the yearly renewal of a contract signed after February 16, 1988, may not exceed 4 additional years. Either party may cancel for cause with 60-day notification (7 CFR Part 210.16(d), Appendix II of 2 CFR Part 200 (B)).
- B. Non-Performance/Breach of Contract

In the event of the FSMC's nonperformance under this contract and/or the violation or breach of the contract terms, the SFA/Sponsor shall have the right to pursue all administrative, contractual, and legal remedies against the FSMC and shall have the right to seek all sanctions and penalties as may be appropriate (Appendix II of 2 CFR Part 200(A)).

In the event either party commits a material breach, the nonbreaching party may terminate this agreement for cause by giving 60 days written notice. If the breach is remedied prior to the proposed termination date, the nonbreaching party may elect to continue this agreement.

If through any cause, the FSMC shall fail to fulfill in a timely and proper manner, the obligations under this agreement, the SFA shall there upon have the right to terminate this Contract by giving written notice to the Contractor and specifying the effective date thereof.

The FSMC shall pay the SFA/Sponsor the full amount of any meal over claims which are attributable to the FSMC's negligence, including those over claims based on reviews or audit findings that occurred during the effective dates of original and renewal contracts. The SFA/Sponsor may terminate this

contract for breach/neglect as determined by the SFA/Sponsor with written notification to the FSMC for failure of the FSMC to maintain accurate records (7 CFR Part 210.16 (c)).

Notwithstanding the breaching provision above, the SFA/Sponsor may terminate this contract for breach/neglect as determined by the SFA/Sponsor with written notification to the FSMC when considering such items as failure to maintain and enforce required standards of sanitation, failure to maintain proper insurance coverage as outlined by the contract, failure to provide required information/statements in the required time frame outlined in this RFP, or failure to maintain quality of service at a level satisfactory to the SFA/Sponsor. The SFA/Sponsor is the responsible authority without recourse to FNS or the state agency to the settlement and satisfaction of all contractual and administrative issues arising from the transaction. Such authority includes, but is not limited to, source evaluation, protests, disputes, claims, or other matters of contractual nature. Matters concerning violations of the law will be referred to local, state, or federal authority that has proper jurisdiction.

Federal agencies are permitted to require changes, remedies, changed conditions, access and records retention, suspension of work, and other clauses approved by the Office of Federal Procurement Policy (2 CFR Part 200.326 (A)).

At any time, because of circumstances beyond the control of the SFA/Sponsor as well as the FSMC, the FSMC or the SFA/Sponsor may terminate the contract by giving **30 days** written notice to the other party.

Neither the FSMC nor the SFA/Sponsor shall be responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, flood, acts of God, or for any acts not within the control of the FSMC or the SFA/Sponsor, respectively, and which, by the exercise of due diligence, it was unable to prevent.

xviii. Certification

- A. The FSMC has signed the *Certification of Independent Price Determination*, Attachment U, which was attached to the FSMC's proposal and which is incorporated herein by reference and made a part of this contract.
- B. The FSMC has signed the *Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion*, Attachment V, which was attached to the FSMC's proposal and is incorporated and made a part of this contract. This is required of contracts of \$25,000 or more. (Appendix II of 2 Part CFR 200 (I)).
- C. The FSMC shall comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857{h}), Section 508 of the Clean Air Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency (EPA) regulations (40 CFR Part 15), (Appendix II of 2 Part CFR 200 (G)).
- D. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award." Appendix II of 2 Part CFR 200 (I)

The FSMC has signed the Lobbying Certification, Attachment W which is attached to the FSMC's proposal and which is incorporated and made a part of this contract. If applicable, the FSMC has also completed and submitted Standard Form-LLL, *Disclosure Form to Report Lobbying*, (Attachment X, or will complete and submit as required in accordance with its instructions included in Attachment Y).

xix. Miscellaneous

- A. The FSMC shall comply with the provisions of the proposal specifications, which are hereby in all respects made a part of this contract.
- B. (SFAs Only) No provision of this contract shall be assigned or subcontracted without prior written consent of the SFA.
- C. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.
- D. Any silence, absence, or omission from the contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials (e.g., food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA/Sponsors are to be used.
- E. Payments on any claim shall not preclude the SFA/Sponsor from making a claim for adjustment on any item found not to have been in accordance with the provisions of this contract and proposal specifications.
- F. The SFA/Sponsor shall be responsible for ensuring the resolution of program review and audit findings.
- G. This contract is subject to review and approval by the state agency.

xx. Insurance

- A. The FSMC shall maintain the insurance coverage set forth below for each accident provided by insurance companies authorized to do business in the state of Louisiana. **A Certificate of Insurance of the FSMC's insurance coverage indicating these amounts must be submitted at the time of the award.** The information below must be completed by the SFA/Sponsor.
- B. Comprehensive General Liability – includes coverage for:
 - 1. Premises – Operations
 - 2. Products – Completed Operations
 - 3. Contractual Insurance
 - 4. Broad Form Property Damage
 - 5. Independent Contractors
 - 6. Personal Injury

\$1,000,000.00 Combined Single Limit
- C. Automobile Liability: \$1,000,000.00 Combined Single Limit
- D. Workers' Compensation – Statutory; Employer's Liability - \$100,000.00
- E. Excess Umbrella Liability: \$10,000,000 Combined Single Unit
- F. The SFA/Sponsor shall be named as additional insured on General Liability, Automobile, and Excess Umbrella. The FSMC must provide a waiver of subrogation in favor of the SFA/Sponsor for General Liability, Automobile, Workers' Compensation, and Excess Umbrella.
- G. The contract of insurance shall provide for notice to the SFA/Sponsor of cancellation of insurance policies 30 days before such cancellation is to take effect.

xxi. Optional Requirements to Be Included-SFAs Only

To be completed by the SFA

A. The following provisions will will not apply to FSMC investment (to be completed by the SFA):

1. **The FSMC may or may not** purchase equipment for the food service program in an amount **not to exceed \$250,000.00**. The FSMC shall be subject to the same procurement requirements to which the district is subject in any procurement action and may not serve as a vendor when procuring on behalf of the school food service. The district shall repay at the rate specified when the equipment was purchased, which shall be charged to the district as an Operating Expense of the food service program. Ownership of the investment will vest in the district upon full payment of the purchase price to the FSMC. Upon such payment, the FSMC shall deliver a Bill of Sale evidencing transfer of title to the equipment to the district. Any equipment costing \$2,500 or more must be approved by the state agency.

If the Agreement expires or is terminated prior to the complete repayment of the investment, the district shall, on the expiration date, or within five days after receipt by either party of any notice of termination under this Agreement, either (SFA must mark appropriate box):

- a. **Reimburse the FSMC the unpaid portion of the investment**

OR

- b. **Deliver the equipment or other items funded by the investment to the FSMC**

OR

- c. **Lease purchase the equipment or other items funded by the investment from the FSMC and continue to pay the FSMC a monthly payment in the amount specified when the equipment was purchased until the balance of the investment is repaid. In this event, the district's obligation under the Lease Purchase Agreement with the FSMC shall be subject to the district's ratification of the rental agreement for each ensuing fiscal year.**

- B. Except as otherwise expressly provided in this contract, the FSMC will defend, indemnify, and hold the SFA/Sponsor harmless from and against all claims, liability, loss and expense, including reasonable collection expenses, attorneys' fees and court costs that may rise because of the sole negligence, misconduct, or other fault of the FSMC, its agents or employees in the performance of its obligations under this contract, except to the extent any such claims or actions result from the negligence of the SFA/Sponsor, its employees or agents. This clause shall survive termination of the Agreement.

C. The SFA/Sponsor and the FSMC shall work together to ensure a financially sound operation.

D. Assumptions. Financial terms of the Agreement are based upon existing conditions and the following assumptions. If there is a material change in conditions, including, without limitations, changes to the following assumptions, the contract (1) may be terminated at the end of the current term or (2) continue under the same terms as written, whichever is mutually agreed upon.

- The district's policies, practices and service requirements shall remain materially consistent throughout the contract term and any subsequent contract renewals.
- Legislation, regulations, and reimbursement rates that create changes in the program shall remain materially consistent throughout the year.
- (SFA's Only)-Usable commodities, of adequate quality and variety required for the menu cycle, valued at an amount as set forth by USDA per pattern meal for the contract year will continue to be available.

- The government reimbursement rates in effect shall remain materially consistent throughout the year.
- Meal components and quantities required by the program (NSLP, SBP, ASP, SFSP, CACFP) remain consistent with prior years.
- Service hours, service requirements, and type or number of facilities selling food and/or beverages on the SFA/Sponsor premises shall remain materially consistent throughout the year.
- The state or federal minimum wage rate and taxes in effect shall remain materially consistent throughout the year.
- **The projected number of full feeding days are: 195.**
- Revenue credited to the food service program shall include all state and federal amounts received specifically for child nutrition operations.

The term materially consistent shall mean that a change does not (1) materially increase FSMC's cost of providing management service or (2) materially decreases the net revenue derived from the food service operations.

xxii. Trade Secrets and Proprietary Information

- During the term of the Agreement, the FSMC may grant to the SFA/Sponsor a nonexclusive right to access certain proprietary materials of the FSMC, including menus, recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by the FSMC), and similar compilations regularly used in FSMC's business operations (trade secrets). The SFA/Sponsor shall not disclose any of the FSMC's trade secrets or other confidential information, directly or indirectly, during or after the term of the Agreement. The district shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC. All trade secrets and other confidential information shall remain the exclusive property of the FSMC and shall be returned to the FSMC immediately upon termination of the Agreement. The district shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures, and methods. Without limiting the foregoing and except for software provided by the SFA/Sponsor, the SFA/Sponsor specifically agrees that all software associated with the operation of the food service, including without limitation, menu systems, food production systems, accounting systems, and other software, are owned by or licensed to the FSMC and not the SFA/Sponsor. Furthermore, the district's access or use of such software shall not create any right, title interest, or copyright in such software and the SFA/Sponsor shall not retain such software beyond the termination of the Agreement. In the event of any breach of this provision, the FSMC shall be entitled to equitable relief, including an injunction or specific performance, in addition to all other remedies otherwise available. The SFA/Sponsor's obligations under this section are subject to its obligations under the Louisiana Open Records Act. This provision shall survive the termination of the Agreement.
- Any discovery, invention, software, or programs paid for by the SFA/Sponsor shall be the property of the SFA/Sponsor to which the state agency and USDA shall have unrestricted rights.

xxiii. SFSP

- In the event that the FSMC provides management services for the Summer Food Service Program (SFSP) at any of the SFA's/Sponsor Food Service locations, SFA/Sponsor and FSMC agree to comply with all regulations set forth in 7 CFR Part 225, Summer Food Service Program Regulations, and all other Federal and State laws (including IRS), regulations, policies, instructions and requirements established for this Program.

- B. The SFA/Sponsor shall immediately correct any problems found as a result of a health inspection and Shall submit written documentation of the corrective action implemented within two weeks of the citation.
- C. The FSMC must comply with the 21-day menu cycle developed by the SFA/Sponsor for the SFSP (Attachments Q1-Q2) and include it in the RFP unless SFA authorizes FSMCs to provide a menu with The proposal. The SFA/Sponsor shall approve any changes in the menus no later than two weeks prior to service after the initial cycle has been used. The SFA/Sponsor shall inform the state agency of menu changes for the SFSP.
- D. Bonding Requirements for the SFSP Program:

Bid Guarantee-If FSMCs submit a bid over \$150,000, they must submit a bid bond/guarantee in an amount of 5% (not less than 5 percent and no more than 10 percent of the value of the contract for which the bid is made, as determined by the sponsor) and specified in the IFB. FSMCs are prohibited from posing any alternative forms of bid bonds (SFSP Memorandum 132014: *Procurement Thresholds in the Summer Food Service Program*, January 10, 2014). Cash, certified checks, letters of credit, and escrow accounts, are not acceptable substitutes for bid bonds. The bond must be from one of the surety companies listed in the most recent issue of the United States Department of Treasury (TRE) Circular 570.

Performance Guarantee-When an FSMC and a sponsor enter into one or more contracts totaling over \$150,000, the company must obtain a performance bond from a surety company listed in the current United States TRE Circular 570. (SFSP Memorandum 132014: *Procurement Thresholds in the Summer Food Service Program*, January 10, 2014). The amount of the bond must be of 10% (ten (10) percent of the value of the contract, FSMCs are prohibited from posing any alternative forms of performance bonds. Cash, certified checks, letters of credit, and escrow accounts are not acceptable substitutes for performance bonds. The FSMC must furnish a copy of the bond to the sponsor within 10 days of the contract's award.

XXVI. CACFP

- A. In the event that the FSMC provides management services for the Child and Adult Care Food Program (CACFP) at any of the SFA's/Sponsor Food Service locations, SFA/Sponsor and FSMC agree to comply with all regulations set forth in 7 CFR Part 226, Child and Adult Care Food Program Regulations, and all other Federal and State laws (including IRS), regulations, policies, instructions and requirements established for this Program.
- B. The FSMC must comply with the 21-day menu cycle developed by the SFA/Sponsor for the SFSP (Attachments S1-S2) and included in the RFP unless the SFA authorizes the FSMC to include a menu in the proposal. The SFA/Sponsor shall approve any changes in the menus no later than two weeks prior to service after the initial cycle has been used.

**Projected Operations – Revenue
For Programs and Sites to be Contracted
(To be completed by SFA/Sponsor)
In-School Revenue from Meal Payments**

Based on 180 Days of Service

	Meals	Student Price	=	Total
Breakfast:				
Elementary Full Price	#0	X 0	=	\$0
Secondary Full Price	#0	X 0	=	\$0
Reduced Price	#0	X 0	=	\$0
Adult	#0	X 0	=	\$0
Contract	#0	X 0	=	\$0
Subtotal Breakfast				\$0
Lunches:				
Elementary Full Price	#0	X 0	=	\$0
Secondary Full Price	#0	X 0	=	\$0
Reduced Price	#0	X 0	=	\$0
Adult	#0	X 0	=	\$0
Contract	#0	X 0	=	\$0
Subtotal Lunches				\$0
After School Snack-NSLP:				
Full Price	#0	X 0	=	\$0
Reduced Price	#0	X 0	=	\$0
Adult	#0	X 0	=	\$0

Contract	#0	X 0	=	\$0
Subtotal Snack				\$0
Special Functions (Catering)	#0	X 0	=	\$0
Extra sales, if applicable				\$0
Concession Revenue, if applicable				\$0
Vending Machine Sales Total Revenue				\$0
TOTAL IN-SCHOOL REVENUE =				\$0

Projected Operations - Revenue, Page 2
(To be completed by SFA/Sponsor)

Federal Reimbursement

Based on 180 Days of Service

Breakfast:	Meals	Rate		Total
Free	#0	X 0	=	\$0
Free, Severe Need	#414,540	X \$2.04	=	\$845,662
Reduced Price	#0	X 0	=	\$0
Reduced Price Severe Need	#0	X 0	=	\$0
Full Price	#0	X 0	=	\$0
Total Breakfast				\$845,662
Lunch:				
Free	#448,200	X \$3.24	=	\$1,452,168
Reduced Price	#0	X 0	=	\$0
Full Price	#0	X 0	=	\$0
Total Lunch				\$1,452,168
After-School Snack Program:				
Free	#350,100	X \$0.86	=	\$301,086
Reduced Price	#0	X 0	=	\$0
Full Price	#0	X 0	=	\$0

Total Snacks					\$301,086
Summer Food Service, If applicable:					
Breakfast	#14,300	X \$2.0925	=	\$29,923	
Lunch/Supper	#14,300	X \$3.685	=	\$52,696	
Snacks	#0	X 0	=	\$0	
Total SFSP					\$82,618

CACFP If applicable:					
Supper	#350,208	X \$3.39	=	\$1,187,449	
Snacks	#0	X 0	=	\$0	
Total CACFP					#0

**TOTAL FEDERAL REIMBURSEMENT
\$3,868,983**

TOTAL IN-SCHOOL REVENUE	=	\$0
TOTAL FEDERAL REIMBURSEMENT	=	\$3,868,983
TOTAL STATE REIMBURSEMENT	=	\$0
TOTAL REVENUE	=	\$3,868,983

PROPOSAL SUMMARY AND AGREEMENT PAGE

This document contains a solicitation for the furnishing of meals for a nonprofit food service program for the period beginning (Date) July 1, 2017, and ending (Date) June 30, 2018, and sets forth the terms and conditions applicable to the proposed procurement. Upon acceptance, this document shall constitute the Contract between the offeror and the school food authority (SFA)/Sponsor.

The offerer certifies that all terms and conditions within the proposal shall be considered a part of the contract as of incorporated therein.

This Agreement shall be in effect for one year and may be renewed by mutual agreement for four additional one-year periods.

The offeror shall not plead misunderstanding or deception because of such estimate of quantities, or of the character, location, or other conditions pertaining to the solicitation/Contract.

PER MEAL PRICES MUST BE QUOTED AS IF NO USDA COMMODITIES WILL BE RECEIVED

MEAL	UNITS(1)	RATE(2)	TOTAL(3)
*Reimbursable Lunch	448,200		
*Reimbursable Breakfasts (price is 1/2 the price of lunch)	414,540		
*Reimbursable After-School Snack (price is 1/5 the price of lunch)	350,100		
*Reimbursable Summer Lunches/Suppers (equal to reimbursable lunch)	14,300		
*Reimbursable Summer Breakfasts (price is 1/2 the price of lunch)	14,300		
*Reimbursable Summer Snack (price is 1/5 the price of lunch)			
*Reimbursable CACFP Snack (price is 1/5 the price of lunch)			
*Reimbursable CACFP Supper (equal to reimbursable lunch)	350,280		
Estimated Extra Sale Revenue/Total Lunch Equivalent Rate (does not include sale of adult meals)			
TOTAL ESTIMATED AMOUNT OF PROPOSAL			

¹ To be completed by SFA/Sponsor

² All rates to be completed by FSMC

³ To be completed by FSMC - all totals must be carried out to the second decimal place and must not be rounded

*No items sold to the SFA by the FSMC can be charged a rate other than the rates on this Proposal Agreement Page

Name of the FSMC²

Street Address ²

City ²

State²

Zip Code²

By submission of this proposal, the offeror certifies that in the event the offeror receives an award under this solicitation, the FSMC shall operate in accordance with all current applicable state and federal regulations.

Date ²

Signature of FSMC's Authorized Representative ²

Title ²

ACCEPTANCE OF THE CONTRACT:

Name of School Food Authority/Sponsor ¹

Date ¹

Signature of Authorized SFA/Sponsor Representative ¹

Title

FirstLine Schools (SFA) mandates the following minimum wages:

Occupation (SOC Code)	Max # of Staff Under Supervision (If applicable)	Minimum Hourly Wage (75th Percentile)	Minimum # Paid Days Off	Benefits Description
Food Preparation Workers (35-2021)	n/a	\$11.71	10	Health Care Paid Days Off
Food Servers Non-restaurant (353041)	n/a	\$12.00	10	Health Care Paid Days Off
First-Line Supervisors of Food Preparation and Serving Workers (351012)	8	\$19.46	10	Health Care Paid Days Off

ATTACHMENT E: SFA WORK SHEET ON LUNCH AVERAGE DAILY PARTICIPATION (ADP)

LUNCH PROGRAM (To be completed by SFA)

SITE OR SCHOOL	ENROLLMENT	PROJECTED REIMBURSABLE MEALS Average Daily number of meals by category			SELLING PRICE \$		CONTRACT MEALS		ALL CASH SALES EXCEPT REIMBURSABLE LUNCHES (I.E., MILK, ADULT, EXTRA SALES, , CATERING), VENDING/ CONCESSIONS (IF APPLICABLE)*
		FULL PRICE	FREE	REDUCED PRICE	STUDENT	ADULT	# OF LUNCHES	RATE	
Arthur Ashe Charter School	750	0	596	0	0	\$4.00	0	0	\$0
Joseph F Clark Preparatory High School	86	0	55	0	0	\$4.00	0	0	\$0
Samuel J Green Charter School	493	0	444	0	0	\$4.00	0	0	\$0
Langston Huges Academy	790	0	651	0	0	\$4.00	0	0	\$0
The NET Charter High School	150	0	74	0	0	\$4.00	0	0	\$0
NET 2	150	0	74	0	0	\$4.00	0	0	\$0
Phillis Wheatley Community School	763	0	596	0	0	\$4.00	0	0	\$0
									\$
									\$
									\$
									\$
TOTAL	3,182	0	2,490	0	0	\$4.00	0	0	\$0

*Do not include Special Functions

ATTACHMENT F: SFA WORK SHEET ON BREAKFAST AVERAGE DAILY PARTICIPATION (ADP)

BREAKFAST PROGRAM (To be completed by SFA)

SITE OR SCHOOL	ENROLLMENT	PROJECTED REIMBURSABLE MEALS Average Daily number of meals by category			SELLING PRICE \$		CONTRACT MEALS		ALL CASH SALES EXCEPT REIMBURSABLE BREAKFASTS (I.E., MILK, ADULT, EXTRA SALES, CATERING), VENDING/ CONCESSIONS (IF APPLICABLE) ¹
		FULL PRICE	FREE	REDUCED PRICE	STUDENT	ADULT	# OF BREAKFASTS	RATE	
Arthur Ashe Charter School	750	0	621	0	0	\$2.00	0	0	\$0
Joseph F Clark Preparatory High School	86	0	46	0	0	\$2.00	0	0	\$0
Samuel J Green Charter School	493	0	346	0	0	\$2.00	0	0	\$0
Langston Huges Academy	790	0	573	0	0	\$2.00	0	0	\$0
The NET Charter High School	150	0	56	0	0	\$2.00	0	0	\$0
NET 2	150	0	56	0	0	\$2.00	0	0	\$0
Phillis Wheatley Community School	763	0	605	0	0	\$2.00	0	0	\$0
									\$
									\$
									\$
									\$
									\$
									\$
									\$
TOTAL	3,182	0	2,303	0	0	\$2.00	0	0	\$0

¹ Do not include Special Functions

ATTACHMENT G: SFA WORK SHEET ON SNACK AVERAGE DAILY PARTICIPATION (ADP)

AFTER SCHOOL SNACK PROGRAM
(To be completed by SFA)

NA (Check if not applicable)

SITE OR SCHOOL	ENROLLMENT	PROJECTED REIMBURSABLE MEALS Average Daily number of meals by category			SELLING PRICE \$		CONTRACT MEALS		ALL CASH SALES EXCEPT REIMBURSABLE SNACKS (I.E., MILK, ADULT, EXTRA SALES, CATERING), VENDING/ CONCESSIONS (IF APPLICABLE) ¹
		FULL PRICE	FREE	REDUCED PRICE	STUDENT	ADULT	# OF SNACKS	RATE	
Arthur Ashe Charter School	750	0	656	0	0	\$1.00	0	0	\$0
Joseph F Clark Preparatory Charter	86	0	7	0	0	\$1.00	0	0	\$0
Samuel J Green Charter School	493	0	130	0	0	\$1.00	0	0	\$0
Langston Hughes Academy	790	0	582	0	0	\$1.00	0	0	\$0
The NET Charter	150	0	25	0	0	\$1.00	0	0	\$0
NET 2	150	0	25	0	0	\$1.00	0	0	\$0
Phillis Wheatley Community School	763	0	520	0	0	\$1.00	0	0	\$0
									\$
									\$
									\$
									\$
									\$
									\$
									\$
									\$

¹ Do not include Special Functions

ATTACHMENT H: SFA/SPONSOR WORK SHEET ON SFSP AVERAGE DAILY PARTICIPATION (ADP)

(Total number of meals by category served in the previous summer divided by the total operating days for the summer)

Projected Average Number of Meals by Category

SUMMER FOOD SERVICE PROGRAM
(To be completed by the SFA/SPONSOR)

NA (Check if not applicable)

SITE OR SCHOOL	REIMBURSABLE BREAKFASTS	REIMBURSABLE LUNCHES	REIMBURSABLE SNACKS	REIMBURSABLE SUPPERS
Arthur Ashe Charter School	90	90	0	0
Joseph F Clark Preparatory High School	25	25	0	0
Samuel J Green Charter School	200	200	0	0
Langston Hughes Academy	200	200	0	0
Phillis Wheatley Community School	200	200	0	0
TOTALS	715	715	0	0

ATTACHMENT J: SFA/SPONSOR SITE/BUILDING LISTING – GENERAL DATA

(To be completed by the SFA/Sponsor)

SITE OR SCHOOL	ADDRESS	GRADE LEVELS ¹	SELF-PREP, SATELLITE, ETC ²	NO OF SERVING PERIODS (LUNCH)	BEGINNING AND ENDING TIMES OF MEAL SERVICE			NO. OF SERVING DAYS
					BREAKFAST	LUNCH	SNACK	
Arthur Ashe Charter School	1456 Gardena Drive, New Orleans, LA 70112	K-8	Self-Prep	4	8:30 - 8:50	11:55 - 1:40	4:10 - 4:20	180
Joseph F Clark Preparatory High School	1301 N Derbigny St, New Orleans, LA 70116	11-12	Self-Prep	1	7:10 - 7:25	1:00 - 1:30	2:30 - 2:45	180
Samuel J Green Charter School	2319 Valence St, New Orleans, LA 70115	PreK-8	Self-Prep	4	7:15 - 7:40	10:45 - 12:50	3:15 - 3:30	180
Langston Hughes Academy	3519 Trafalgar St, New Orleans, LA 70119	PreK-8	Self-Prep or Satellite	5	7:15 - 7:30	10:25 - 2:30	2:55 - 3:05	180
The NET Charter High School	1614 Oretha Castle Haley Blvd, New Orleans, LA 70113	9-12	Satellite Only	2	8:00 - 9:00	1:00 - 2:00	4:30 - 5:30	200
NET 2	6601 Franklin Ave. New Orleans, LA 70122	9-12	Satellite Only	2	8:00 - 9:00	1:00 - 2:00	4:30 - 5:30	200
Phillis Wheatley Community School	2300 Dumaine St, New Orleans, LA 70119	PreK-8	Self-Prep	5	8:30 - 8:50	10:30 - 1:05	4:10 - 4:20	180

¹ List grade groups that have access to meal service.

² Indicate if site or school prepares meals on site or if meals are satellited in bulk or pre-plated.

ATTACHMENT K: SFA/SPONSOR SITE/BUILDING LISTING – SERVICES TO BE PROVIDED

(To be completed by the SFA/Sponsor)

SITE OR SCHOOL Page 1	BREAKFAST					LUNCH					SNACK	SFSP	CACFP	CACFP	VEND ING	CONCE SSIONS	CATER
	MEAL 1	OFFER VERSUS SERVE	EXTRA SALES	CON- TRACT MEALS	ADULT MEALS	MEAL 1	OFFER VERSUS SERVE	EXTRA SALES	CON- TRACT MEALS	ADULT MEALS			At-Risk Supper	At-Risk Snack			
Arthur Ashe Charter School	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X
Joseph F Clark Preparatory High School	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X
Samuel J Green Charter School	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X
Langston Hughes Academy	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X
The NET Charter High School	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X
NET 2	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X
Phillis Wheatley Community School	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X

¹ A reimbursable meal is to be offered that meets the standard established with the menus included as part of this proposal.

ATTACHMENT L: MINIMUM FOOD SPECIFICATIONS

Meat/Seafood – All meats, meat products, poultry products, and fish must be government-inspected.

- Beef, lamb and veal shall be USDA Grade Choice or better.
- Pork shall be U.S. No.1 or U.S. No. 2
- Poultry shall be U.S. Government Grade A, and certified raised without antibiotics or hormone-free
- All seafood products must be fresh and bear the PUF I Seal (Packed Under Federal Inspection)
- No processed meat products; only **Natural Meat**. **Natural meat is defined as**, a product containing no artificial ingredient or added color and is only minimally processed. Minimal processing means that the product was processed in a manner that does not fundamentally alter the product. The label must include a statement explaining the meaning of the term natural (such as "no artificial ingredients; minimally processed").
- All Red Meat must be from animals raise without antibiotics and hormone free
- No nitrates or nitrites in meat.
- No animal by-products.

Dairy Products – All dairy products must be government-inspected.

- Fresh eggs, USDA Grade A or equivalent, 100 percent candled
- Frozen eggs, USDA – inspected
- Milk, pasteurized Grade A
- Milk, No rBST or hormones

Fruits and Vegetables

- Fresh fruits and vegetables selected per written specifications for freshness, quality, and color – shall be U.S. Grade A Fancy or US No. 1, and shall be sulfite-free
- No processed, canned or frozen fruits. Vegetables shall be fresh, with a minimal amount of frozen vegetables allowed.
- Frozen vegetables shall be U.S. Grade A Choice or better
- All fruit juices to be 100 percent fruit juice

Baked Products

- Bread and rolls either prepared or baked on premises or purchased on a quality level commensurate with meeting USDA breakfast and lunch requirements, as applicable
- No pies, cakes, and puddings

Staple Groceries

- Staple groceries to be a quality level commensurate with previously listed standards

Sugars

- Only foods with little or no added sugar
- No high fructose corn syrup
- No artificial sweeteners

Fats and Oils

- No BHA & BHT
- No L-Cystine
- No hydrogenated oils
- No artificial trans fat

Program Objectives and Requirements

Vendors are expected to explain how they will meet the following objectives in their proposal.

Objective #1: Students eating the food!

- FSMC will measure and present data on student participation and consumption. This can include but is not limited to, student surveys (conducted by the SFA and/or FSMC) at least twice a year and waste studies
- FSMC will measure and present data twice a year on student meal consumption. Acceptable visual consumption measurement techniques include but are not limited to; quarter-waste method, the half-waste method, and the photograph method. Methods, menu items and time frame should be agreed on by both the SFA and FSMC in advance.
- Other measures proposed by the FSMC and agreed on by the SFA.

Objective #2: Food is prepared from scratch whenever possible.

- FSMC will prepare food from a menu, using individual ingredients, not a commercially prepared meal component.
- FSMC shall cook food on site and/or have the site based serving staff involved in meal preparation.
- FSMC will provide menu items that are cooked fresh daily.
- FSMC menus shall comply with USDA \$.06 menu certification requirements.

Objective #3: SFA will serve fresh fruits and vegetables with every meal

- FSMC menus will not include any canned fruit or vegetables.
- FSMC meals will never include frozen fruit and will serve frozen vegetables no more than once a week.
- FSMC menus will comply with all standards laid out in Attachment M in addition to USDA \$.06 menu certification requirements.

Objective #4: SFA will service only whole foods

- FSMC menus will comply with all standards laid out in Attachment M in addition to USDA \$.06 menu certification requirements.

Objective #5: SFA will eliminate desserts

Objective #6: SFA will offer entrees with a variety of high quality protein

- Limit offerings of red meat and pork (once per month)
- FSMC menus will include entrees that include turkey, chicken, fish and plant-based protein 80% or more of the time.
- All meat, including fish, will be high quality and domestically sourced.
- FSMC menus will comply with all standards laid out in Attachment M in addition to USDA \$.06 menu certification requirements.

Objective #7: SFA to serve the most nutritious calories

- FSMC menu items will be nutrient dense with little to no empty calorie foods.
- FSMC menus will maximize meal pattern calories, ounces and cups of food components for each age group each week.

Objective #8: SFA will increase water consumption among students.

Objective #9: SFA will highlight and serve fruits and vegetables that reflect seasonality.

Objective #10: SFA will increase salad availability and consumption.

- FSMC should provide no less than two options for lunch entrées daily with one option being a

salad entrée.

Objective #11: SFA work to ensure that breakfast in the classroom (BIC) services includes the same quality and quantity of menu options as a traditional cafeteria breakfast service.

Additional Requirements:

- FSMC shall provide menus to SFA by the 5th of the preceding month, including product formulation statements. SFA reserves the right to review these menus and make changes accordingly.
- FSMC shall be subject to fiscal penalties for improper meal counts, menus, production records errors, and meal production or service errors, details of which are in Attachment AE.
- FSMC shall use digital signage to display menu items on the serving lines.

All meals shall:

- Be compliant with National School Lunch Program Guidelines found at 7 CFR 210.10 and 7 CFR 220.8
- Be cooked “from scratch” on site or equivalent. FSMC to prepare (and/or on site servers must be involved in food prep) and serve foods on site and prepared fresh daily.
- Contain no artificial colors, flavors or preservatives
- Be served with a variety of fresh fruit
- Be sourced from **AT LEAST** 5% locally produced ingredients. Locally is defined as within a 300-mile radius of New Orleans. Perspective FSMCs will identify local partners in their proposals which highlight produce to be provided and Responsibly Grown ratings.

ATTACHMENT M: MEAL PATTERN REQUIREMENTS AND NUTRITION STANDARDS

Meals must meet meal pattern requirements as outlined in the following attachments:

Attachment M1 – The New Meal Patterns: What You Need to Know

Attachment M2 – New Meal Patterns and Dietary Specifications

Attachment M3 – Final Rule Implementation Timeline

Attachment M4 – Sodium Reduction Timeline and Amount

Attachment M5 – Vegetable Subgroup Guidance

Attachment M6 – Comparison of Current and New Regulatory Requirements - SBP

Attachment M7 – After School Snack Meal Pattern

Attachment M8 – Summer Food Service Program Menu Patterns

Attachment M9 – Grains/Bread Requirements

Attachment M1 -The New School Meal Patterns: What You Need to Know

Beginning in school year 2012-2013, schools, institutions, and food service management companies participating in the National School Lunch and Breakfast Programs must comply with the provisions outlined in the Final Rule on Nutrition Standards in the National School Lunch and School Breakfast Programs which was published in the Federal Register on January 26, 2012. The final rule and Question and Answer guidance have been posted on the Child Nutrition Program Website. Links to the documents can be accessed from the homepage at <http://cnp.doe.louisiana.gov>. The final rule:

- Ensures students are offered both fruits and vegetables every day of the week;
- Substantially increases offerings of whole grain-rich foods;
- Offers only fat-free or low-fat milk varieties;
- Limits calories based on the age of children being served to ensure proper portion size; and
- Increases the focus on reducing the amounts of saturated fat, trans fats, and sodium.

Rule Overview

Effective Date

- The rule became effective 60 days from publication in the Federal Register (January 26, 2012). Certain provisions of the rule are phased in over time, including some breakfast requirements, whole grain requirements, and sodium levels.
- School Breakfast Program (SBP) requirements must be implemented beginning with the start of School Year (SY) 2013-2014, or as otherwise specified.
- Requirements mandating that all flavored milk be fat-free and limiting milk to only fat-free and low-fat varieties took effect in SY 2012-2013.

Menu Planning

- The rule established Food Based Menu Planning as the single menu planning approach for the National School Lunch Program (NSLP) as of SY 2012-2013.
- Meals are to be planned using groups of grades K-5, 6-8, and 9-12.
- The rule established Food Based Menu Planning as the single menu planning approach for the School Breakfast Program (SBP) as of SY 2013-2014.
- Meals are to be planned using groups of grades K-5, 6-8, and 9-12.
- In the SBP, the grain ranges must be offered beginning July 1, 2013 (SY 2013-2014).
- In the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).

- The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).
- Foods of minimal nutritional value and fluid milk with a fat content greater than 1% milk fat are not allowed.

Fruits and Vegetables

- The rule establishes fruits and vegetables as separate food components.
- Fruit is required at lunch.
- Schools are required to offer 1 cup of fruit daily at breakfast beginning in SY 2014-2015.
- For breakfast, 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” vegetable subgroups as defined in §210.10(c)(2)(iii).
- The rule requires fruit that is fresh; canned in fruit juice, water, or light syrup; frozen without added sugar; or dried.
- Schools may offer 100 percent juice, but no more than half of the per-meal fruit component may be juice.
- The rule states that “Schools should offer fresh fruit whenever possible.”
- Vegetables are divided into 5 subgroups; dark green, red/orange, bean and peas (legumes), starchy, and other. All subgroups are required to be offered over the course of a week.
- Schools have the option to offer vegetables in place of all or part of the required fruit component, but starchy vegetables may be offered as substitutes only after two cups of non-starchy vegetables have been offered.
- Larger amounts of the vegetable subgroups may be served.
- The “other” vegetable requirement as defined in §210.10(c)(2)(iii)(E) may be met with any additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups
- The rule allows fresh, frozen, and canned vegetables to be used.

Meat

- In the NSLP, the rule requires schools to offer a minimum amount of meat/meat alternate daily (1 oz. equivalent for grades K-8, 2 oz. equivalent for 9-12), and provide a weekly required amount for each age/grade group.
- The rule does not require a daily meat/meat alternate in the SBP.

Whole Grains

- Whole grain is defined as “grains that consist of the intact, ground, cracked, or flaked grain seed whose principal anatomical components – the starchy endosperm, germ, and bran – are present in the same relative proportions as they exist in the intact grain seed.”
- Criteria for Whole Grain-Rich Foods
 - Product must meet the serving size requirements in the Grains/Bread Instruction, **and**
 - Product must meet at least **one** of the following:
 1. Whole grains per serving must be **≥8 grams**
 2. Product includes FDA’s whole grain health claim on its packaging
 3. Product ingredient listing lists whole grain first
- **NSLP – in SY 2013-2014 whole grain–rich products must make up half of all grain products offered to students.** In SY 2014-2015 and beyond, schools must offer only whole grain-rich products.
- SBP – schools must offer the weekly grain requirements and half of the grains as whole grain-rich beginning July 1, 2013 (SY 2013-2014). All grains offered in the NSLP and the SBP must be whole grain-rich in SY 2014-2015 and beyond. Once schools meet the daily minimum grain quantity required (1 oz. equivalent for all age-grade groups) for breakfast, they are allowed to offer a meat/meat alternate in place of grains.
- The rule states a **whole grain-rich food must contain at least 50 percent whole grains and the remaining grain content of the product must be enriched.** Due to difficulties in determining the actual grain content of many grain products, the rule outlines criterion for schools to use to identify whole grain-rich foods.
- USDA states that the industry standard of identity for whole grain product (14.75 grams) will be addressed in subsequent guidance.
- The rule reduces the number of allowable grain-based desserts from five to two per week.

Crediting

- Snack-type fruit products are not permitted as part of the reimbursable meal.
- Under the rule, tomato paste will be credited as a calculated volume based on the whole food equivalency.
- A ¼ cup serving of dried fruit will be equal to ½ cup creditable fruit component.
- A one cup serving of leafy greens counts as ½ 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.

- Beginning July 1, 2013 (SY 2013-2014), schools participating in SBP may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. of grains after the minimum daily grains requirement is met.
- The minimum creditable serving of a fruit or vegetable is 1/8 cup.

Sodium

- The rule will reduce sodium levels in NSLP and SBP by 25 to 54% by SY 2022-2023.
- Intermediate sodium specifications are established for SY 2014-15 and 2017-2018. Required intermediate specifications are found in §210.10(f)(3) for lunches and §220.8(f)(3) for breakfasts.

Milk

- The final rule allows flavor in fat-free milk only, and only fat-free and low-fat milk in the programs. Flavored low-fat (1 percent or ½ percent) milk is not allowed in the NSLP or the SBP upon implementation of the rule in SY 2012-2013.

Offer versus Serve

- The final rule requires the reimbursable lunch selected by a student to include a fruit. This rule became effective in SY 2012-2013.
- In the SBP, this requirement is effective in SY 2013-2014.
- The final rule allows students to take ½ cup of a fruit or a vegetable, rather than the full component, to have a reimbursable meal.
- If only three items are offered at breakfast, students must take all the food items to preserve the nutritional integrity of the breakfast.

Saturated Fat and Trans Fat

- The final rule implements a saturated fat limit of less than 10 percent of all calories, based on an average over the week. This is the same saturated fat restriction currently in place in the NSLP and SBP.
- Trans fat should be 0 grams, based on an average over the week. In SBP, this trans fat specification takes effect in SY 2013-2014.

Calories

- The rule implements a minimum and maximum calorie level for each grade group, to be met on average over the course of the week.
- In the NSLP, the calorie limits for each age/grade group are as follows:
 - Grades K-5 – 550-650;
 - Grades 6-8 – 600-700; and
 - Grades 9-12 – 450-600.

- In the SBP, calorie limits are to be implemented in SY 2013-2014. The limits are as follows:
 - Grades K-5 – 350-500
 - Grades 6-8 – 400-550; and
 - Grades 9-12 – 450-600.

Fortification

- The rule does not permit the use of formulated grain-fruit products to meet the grain and fruit components in the SBP.
- This rule does not prohibit the use of fortified cereals or cereals with fruit.

Attachment M2 - New Meal Patterns and Dietary Specifications

The following meal patterns must be implemented in SY 2012-2013 for the NSLP, and phased-in the SBP as specified in the footnotes and regulatory text.

	Breakfast Meal Pattern			Lunch Meal Pattern		
	Grades K-5 ^a	Grades 6-8 ^a	Grades 9-12 ^a	Grades K-5	Grades 6-8	Grades 9-12
Meal Pattern	Amount of Food^b Per Week (Minimum Per Day)					
Fruits (cups) ^{c, d}	5 (1)^e	5 (1)^e	5 (1)^e	2 ½ (½)	2 ½ (½)	5 (1)
Vegetables (cups) ^{c, d}	0	0	0	3 ¾ (¾)	3 ¾ (¾)	5 (1)
Dark Green ^f	0	0	0	½	½	½
Red Orange ^f	0	0	0	¾	¾	1 ¼
Beans/Peas (Legumes) ^f	0	0	0	½	½	½
Starchy ^f	0	0	0	½	½	½
Other ^{f, g}	0	0	0	½	½	¾
Additional Veg to Reach Total ^h	0	0	0	1	1	1 ½
Grains (oz eq) ⁱ	7-10 (1) ^j	8-10 (1) ^j	9-10 (1) ^j	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq)	0 ^k	0 ^k	0 ^k	8-10 (1)	9-10 (1)	10-12 (2)
Fluid Milk (cups) ^l	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)
Other Specifications: Daily Amount Based on Average for a 5-Day Week						
Min-max calories Kcal ^{m, n, o}	350-500	400-550	450-600	550-650	600-700	750-850
Saturated Fat (% of total calories) ^{n, o}	<10	<10	<10	<10	<10	<10
Sodium (mg) ^{n, p}	≤430	≤470	≤500	≤640	≤710	≤740
Trans fat ^{n, o}	Nutrition label or manufacturer specifications must indicate zero grams of <u>trans fat</u> per serving					

^a In the SBP, the above age-grade groups are required beginning July 1, 2013 (SY 2013-14). In SY 2012-2013 only, schools may continue to use the meal pattern for grades K-12 (see § 220.23).

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

^c One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger amounts of these vegetables may be served.

^g This category consists of “Other vegetables” as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, “Other vegetables” requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

ⁱ At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013), and in the SBP beginning July 1, 2013 (SY 2013-2014). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-2015).

^j In the SBP, the grain ranges must be offered beginning July 1, 2013 (SY 2013-2014).

^k There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013 (SY 2013-2014), schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains requirement is met.

^l Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).

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

ⁿ 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.

^o In the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).

^P Final sodium specifications are to be reached by SY 2022-23 or July 1, 2022. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in §210(f)(3) for lunches and §220.8(f)(3) for breakfasts.

Attachment M3 – Final Rule Implementation Timeline

The following chart provides a summary of the new requirements and the required implementation dates in the NSLP and SBP.

New Requirements	Implementation (School Year) For NSLP (L) and SBP (B)						
	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2022/23
FRUITS COMPONENT							
• Offer fruit daily	L						
• Fruit quantity increase to 5 cups per week (minimum 1 cup/day)			B				
VEGETABLES COMPONENT							
• Offer vegetables subgroups weekly	L						
GRAINS COMPONENT							
• Half of grains must be whole grain-rich	L	B					
• All grains must be whole grain-rich			L,B				
• Offer weekly grains ranges	L	B					
MEATS/MEAT ALTERNATES COMPONENT							
• Offer weekly meats/meat alternates ranges (daily min.)	L						
MILK COMPONENT							
• Offer only fat-free (unflavored or flavored) and low-fat (unflavored) milk	L, B						
DIETARY SPECIFICATIONS (to be met on average over a week)							
• Calorie ranges	L	B					
• Saturated fat limit (no change)	L, B						
• Sodium Targets ¹ <ul style="list-style-type: none"> ○ Target 1 ○ Target 2 ○ Final Target 			L, B			L, B	L, B
• Zero grams of <u>trans</u> fat per portion	L	B					
MENU PLANNING							
• A single FBMP approach	L	B					
AGE-GRADE GROUPS							
• Establish age-grade groups, K-5, 6-8, and 9-12	L	B					
OFFER VERSUS SERVE							
• Reimbursable meals must contain a fruit or vegetable	L		B				
MONITORING							
• 3-Year adm. review cycle		L, B					
Conduct weighted nutrient analysis on 1 week of menus	L	B					

¹ Target 2 and the final target will only be required after USDA evaluates relevant data on sodium intake and human health, as required by Section 743 of the FY 2012 Agriculture Appropriations Act.

Attachment M4 - Sodium Reduction Timeline and Amount

Age/Grade Groups	Baseline: Current Average Sodium Levels As Offered¹ (mg)	Target 1: Meet by July 1, 2014 (SY 2014-2015) (mg)	Target 2: Meet by July 1, 2017 (SY 2017-2018) (mg)	Final Target:² Meet by July 1, 2022 (SY2022-2023) (mg)	% Change (Current Levels vs. Final Targets)
School Breakfast Program					
K-5	573 (elementary)	≤540 (28.4% of UL)	≤485 (25.5% of UL)	≤430 (22.6% of UL)	-25%
6-8	629 (middle)	≤600 (27.3% of UL)	≤535 (24.3% of UL)	≤470 (21.4% of UL)	-25%
9-12	686 (high)	≤640 (27.8% of UL)	≤570 (24.8% of UL)	≤500 (21.7% of UL)	-27%
National School Lunch Program					
K-5	1,377 (elementary)	≤1,230 (64.8% of UL)	≤935 (49.2% of UL)	≤640 (33.7% of UL)	-54%
6-8	1,520 (middle)	≤1,360 (61.8% of UL)	1,035 (47.0% of UL)	≤710 (32.2%)	-53%
9-12	1,588 (high)	≤1,420 (61.7% of UL)	≤1,080 (47.0% of UL)	≤740 (32.2 of UL)	-53%

¹Current Average Sodium Levels as Offered are from the School Nutrition and Dietary Assessment Study-III. Data were collected in the 2004-05 school year.

²The IOM final targets are based on the Tolerable Upper Intake Limits (UL) for sodium, established in the Dietary Reference Intakes (DRI) (IOM, 2004). The sodium ULs for school-aged children are 2,300 mg (ages 14-18), 2,200 mg (ages 9-13), and 1,900 mg (ages 4-8). The final sodium targets represent the UL for each age/grade group multiplied by the percentage of nutrients supplied by each meal (approximately 21.5% for breakfast, 32% for lunch, as recommended by IOM. IOM's recommended final sodium targets for the K-5 age/grade group breakfasts and lunches are slightly higher than 21.5% and 32%, respectively of the UL because the proposed elementary school group spans part of two DRI age groups (ages 4-8 and 9-13 years).

Attachment M5 - Vegetable Subgroup Guidance

Vegetables are organized into 5 subgroups, based on their nutrient content. Commonly eaten vegetables in each subgroup are listed below.

- **Dark Green Vegetables**

- bok choy
- broccoli
- collard greens
- dark green leafy lettuce
- kale
- mesclun
- mustard greens
- romaine lettuce
- spinach
- turnip greens
- watercress

- **Starchy Vegetables**

- cassava
- corn
- fresh cowpeas, field peas, black-eyed peas (not dry)
- green bananas
- green peas
- green lima beans
- plantains
- potatoes
- taro
- water chestnuts

- **Red & Orange Vegetables**

- acorn squash
- butternut squash
- carrots
- hubbard squash
- pumpkin
- red peppers
- tomatoes
- tomato juice

- **Beans and Peas**

- black beans
- black-eyed peas (mature, dry)
- garbanzo beans (chickpeas)
- kidney beans
- lentils
- navy beans
- soy beans
- split peas
- white beans

- **Other Vegetables**

- artichokes
- asparagus
- avocado
- bean sprouts
- beets
- Brussel sprouts
- cabbage
- cauliflower
- celery
- cucumbers
- eggplant
- green beans
- green peppers
- iceberg (Head) lettuce
- mushrooms
- okra
- parsnips
- turnips
- wax beans
- zucchini

**Attachment M6 - Final Rule “Nutrition Standards in School Breakfast Program”
Jan. 2012**

School Breakfast Program Meal Pattern		
Food Group	Old Requirements (SY 12-13)	New Requirements (Beginning SY 13-14)
Fruit	½ cup per day (vegetable substitution allowed)	1 cup per day (vegetable substitution allowed) Note: Quantity required SY 2014-15. Students are allowed to select ½ cup of fruit under OVS.
Grains and Meat/Meat Alternate (M/MA)	2 grains, or 2 meat/meat alternates, or 1 of each per day	Daily min. and weekly ranges for grains: Grades K-5: 1 oz. equivalent min. daily (7-10 oz. weekly) Grades 6-8: 1 oz. equivalent min. daily (8-10 oz. weekly) Grades 9-12: 1 oz. equivalent min daily (9-10 oz. weekly) Note: Weekly quantity required SY 2013-2014. Schools may substitute M/MA for grains after the minimum daily grains requirement is met.
Whole Grains	Encouraged	At least half of the grains must be whole grain-rich beginning July 1, 2013. Beginning July 1, 2014, all grains must be whole grain-rich.
Milk	1 cup Variety of fat content; flavor not restricted	1 cup Must be fat-free (unflavored or flavored) or 1% low fat unflavored beginning SY 2012-2013

Attachment M7: After School Snack Program

SELECT TWO OF THE FOUR COMPONENTS FOR A REIMBURSABLE SNACK			
Food Components and Food Items ¹	Children Ages 1 and 2	Children Ages 3-5	Children Ages 6-12 ²
Milk			
Fluid Milk ³	4 fl oz (1/2 c)	4 fl oz (1/2 c)	8 fl oz (1 c)
Vegetable or Fruit ²			
Juice ² , fruit and/or vegetable	1/2 c	1/2 c	3/4 c
Grains/Breads ^{4,5}			
Bread or	1/2 slice	1/2 slice	1 slice
Cornbread or biscuit or roll or muffin or	1/2 serving	1/2 serving	1 serving
Cold dry cereal ⁵ or	1/4 c or 1/3 oz ⁴	1/3 c or 1/2 oz ⁴	3/4 c or 1 oz
Cooked cereal grains or	1/4 c	1/4 c	1/2 c
Cooked pasta or noodles	1/4 c	1/4 c	1/2 c
Meat/Meat Alternate ^{6,7,8}			
Lean Meat or poultry or fish ⁶ or	1/2 oz	1/2 oz	1 oz
Alternate Protein products ⁷ or	1/2 oz	1/2 oz	1 oz
Cheese or	1/2 oz	1/2 oz	1 oz
Egg (large) or	1/2 large egg	1/2 large egg	1/2 large egg
Cooked dry beans or peas or	1/8 c	1/8 c	1/4C
Peanut or other nuts or seed butters	1 T	1 T	2T
Nuts and/or seeds ⁸ or	1/2 oz ⁸	1/2 oz ⁸	1 oz
Yogurt ⁹	2 oz or 1/4 c	2 oz or 1/4 c	4 oz or 1/2 c

¹Children age 12 and older may be served larger portions based on their greater food needs. They may not be served less the minimum quantities listed in this column.

²Serve two or more kinds of vegetables and/or fruits. Full-strength vegetable or fruit juice may be counted to meet not more than one-half of this requirement.

³Fluid milk must be low-fat(1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).

⁴Grains/Breads must be whole-grain or enriched, or made from whole-grain or enriched flour or meal that may include bran and germ. Cereal must be whole-grain, enriched, or fortified.

⁵Either volume (cup) or weight (oz), whichever is less.

⁶A serving consists of the edible portion of cooked lean meat or poultry or fish

⁷Alternate protein products must meet requirements in Appendix A of 7 CFR Part 210.

⁸Nuts and seeds are generally not recommended to be served to children ages 1-3 since they present a choking hazard. If served, nuts and seeds should be finely minced.

⁹Yogurt may be plain or flavored, unsweetened, or sweetened – commercially prepared.

Attachment M8: Summer Food Service Meal Patterns

SELECT THE APPROPRIATE COMPONENTS FOR A REIMBURSABLE MEAL			
FOOD COMPONENTS AND FOOD ITEMS	BREAKFAST SERVE ALL THREE	LUNCH OR SUPPER SERVE ALL FOUR	SNACK SERVE TWO OF THE FOUR
Milk ^{1,2}			
Fluid milk	8 fl oz (1 cup) ¹	8 fl oz (1 cup) ²	8 fl oz (1 cup) ¹
Vegetable or Fruit ^{3,4,5}			
Juice, fruit, vegetable	$\frac{1}{2}$ c ³ (juice must be full-strength)	$\frac{3}{4}$ c ⁴ total of two different items	$\frac{3}{4}$ c ^{3,4} (juice must be full-strength)
Grains/Breads ^{6,7}			
Bread or	1 slice	1 slice	1 slice
Cornbread, or biscuit or roll or muffin or	1 serving	1 serving	1 serving
Cold dry cereal ⁷	$\frac{3}{4}$ c or 1 oz ⁷	N/A	$\frac{3}{4}$ c or 1 oz ⁷
Hot cooked cereal or	$\frac{1}{2}$ c	$\frac{1}{2}$ c	$\frac{1}{2}$ c
Cooked pasta or noodles or grains	$\frac{1}{2}$ c	$\frac{1}{2}$ c	$\frac{1}{2}$ c
Meat/Meat Alternate ^{8, 9, 10, 11,12} Optional			
Lean meat or poultry or fish ⁸ or	1 oz	2 oz	1 oz
Alternate protein products ⁹ or	1 oz	2 oz	1 oz
Cheese	1 oz	2 oz	1 oz
Egg (large) or	$\frac{1}{2}$ large egg	1 large egg	$\frac{1}{2}$ large egg
Cooked dry beans or peas or	$\frac{1}{4}$ c	$\frac{1}{2}$ c	$\frac{1}{4}$ c
Peanut or other nut butters or	2 T	4 T	2 T
Nuts and/or seeds ¹¹	---	1 oz =50% ^{10, 11}	1 oz ¹¹
Yogurt ¹²	4 oz ($\frac{1}{2}$ c)	8 oz (1 c)	4 oz ($\frac{1}{2}$ c)

¹ For Breakfast or Snack, fluid milk shall be served as a beverage, or on cereal, or use part of it for each purpose.

² For Lunch or Supper, fluid milk shall be used as a beverage.

³ Fruit or vegetable juice must be full-strength for breakfast and snacks.

⁴ For Lunch or Supper, serve two or more kinds of vegetables and/or fruits, Full strength vegetable or fruit juice may be counted to meet not more than one-half of this requirement

⁵ Juice may not be served to fulfill the supplement requirement, when milk is served as the only other component.

⁶ Grains/Breads must be enriched or whole-grain, or made from whole-grain or enriched flour or meal that may include bran and/or germ. Cereal must be whole grain or enriched or fortified.

⁷ Either volume (cup) or weight (oz) whichever is less.

⁸ A serving consists of the edible portion of cooked lean meat or poultry or fish.

⁹ Alternate protein products must meet requirements of Appendix A of 7 CFR Part 225.

¹⁰ Nuts and seeds may meet no more than one-half of the total meat/meat alternate to fulfill the lunch or supper requirement.

¹¹ Nuts and seeds are generally recommended to be served to children ages 1-3 since the present a choking hazard. If served, nuts and seeds should be finely minced.

¹² Yogurt may be plain or flavored, unsweetened or sweetened – commercially prepared.

Attachment M9: Grain/Bread Requirements

The food-based menu planning approach for the National School Lunch Program (NSLP) and the School Breakfast Program contain a grains/bread requirement. This instruction sets forth the foods that meet the grains/breads requirement of meals served in the programs, the criteria to be used to determine crediting and the suggested equivalent minimum serving size for a wide variety of items that meet the grains/bread requirement. This instruction applies to all Child Nutrition Programs.

Criteria for Determining Acceptable Grains/Breads

The following criteria are to be used as a basis for crediting items to meet the grains/breads requirement under the Food-Based Menu Planning Approach:

1. All grains/breads must be enriched or whole grain or made from enriched or whole-grain meal or flour; or if it is a cereal, the product must be whole-grain, enriched, or fortified. Bran and germ are credited the same as enriched or whole grain meal or flour.
2. The label must indicate the product is enriched or whole-grain, made from enriched or whole-grain meal or flour as well as bran and/or germ, or fortified.
3. The item must be provided in quantities specified in the regulations. One quarter (1/4) of a serving is the smallest amount allowable to be credited toward the minimum quantities of grains/breads specified in program regulations.

Criteria for Whole Grains

- Whole grain is defined as “grains that consist of the intact, ground, cracked, or flaked grain seed whose principal anatomical components – the starchy endosperm, germ, and bran – are present in the same relative proportions as they exist in the intact grain seed.”
- **Criteria for Whole Grain-Rich Foods**
 - Product must meet the serving size requirements in the Grains/Bread Instruction, **and**
 - Product must meet at least **one** of the following:
 1. Whole grains per serving must be **≥8 grams**
 2. Product includes FDA’s whole grain health claim on its packaging
 3. Product ingredient listing lists whole grain first
- **NSLP – in SY 2012-2013 and 2013-2014 whole grain-rich products must make up half of all grain products offered to students.** In SY 2014-2015 and beyond, schools must offer only whole grain-rich products.
- **SBP – schools must offer the weekly grain requirements and half of the grains as whole grain-rich beginning July 1, 2013 (SY 2013-2014).** All grains offered in the NSLP and the SBP must be whole grain-rich in SY 2014-2015 and beyond. Once schools meet the daily minimum grain quantity required (1 oz. equivalent

for all age-grade groups) for breakfast, they are allowed to offer a meat/meat alternate in place of grains.

- The rule states a **whole grain-rich food must contain at least 50 percent whole grains and the remaining grain content of the product must be enriched**. Due to difficulties in determining the actual grain content of many grain products, the rule outlines criterion for schools to use to identify whole grain-rich foods.

Criteria for Determining Equivalent Minimum Serving Sizes

The following chart contains the equivalent serving sizes for a wide variety of purchased food items.

In lieu of using the minimum serving sizes listed on the chart, the contribution of grains/breads in a recipe may be calculated to determine the number of grains/breads servings the recipe provides. The crediting of a food item as a grains/breads serving is determined by the total amount of enriched or whole-grain meal and/or flour in the recipe divided by the number of servings the recipe yields. Bran and germ are calculated in the same manner as enriched or whole-grain meal or flour.

For the types of food items listed in Groups H and I of the chart to count as one full serving, the weights and volumes listed therein must be used.

Foods That Qualifies as Grains/Breads

Foods that qualify as grains/breads for the Child Nutrition Programs are foods that are enriched or whole-grain or made from enriched or whole-grain meal or flour. Such foods include, but are not limited to:

- **Breads** that are enriched or whole-grain.
- **Biscuits, bagels, rolls, tortillas, muffins, or crackers** made from whole-grain or enriched meal or flour.
- **Ready-to-eat breakfast cereals** that are whole-grain, enriched, or fortified.
- **Cereals or bread products used as an ingredient in another menu item such as crispy rice treats, oatmeal cookies, or breading on fish or poultry** when they are whole-grain, enriched, or fortified.
- **Macaroni or noodle products (cooked)** made with enriched or whole-grain flour. Enriched macaroni products fortified with protein can be counted to meet either a grain/bread or meat/meat alternate requirement but not as both in the same meal.
- **Sweet foods such as toaster pastries, coffee cake, doughnuts, sweet rolls, cookies, cakes, or formulated grain-fruit products** when made with enriched or whole-grain meal or flour and served as permitted in the chart. When sweet

foods are permitted, no more than two grain/bread serving per week may be a dessert.

- **Pie crust** when made from enriched or whole-grain meal or flour and served as permitted in the chart.
- **Non-sweet snack products such as hard pretzels, hard bread sticks, and chips** made from whole-grain or enriched meal or flour.

**Grains/Breads for the Food-Based Menu Planning Approaches in the
Child Nutrition Programs¹**

GROUP A	OZ EQ FOR GROUP A
<ul style="list-style-type: none"> • Bread type coating • Bread sticks (hard) • Chow mein noodles • Croutons • Pretzels (hard) • Stuffing (dry) Note: weights apply to bread in stuffing. 	<p>1 oz eq = 22 gm or 0.8 oz 3/4 oz eq = 17 gm or 0.6 oz 1/2 oz eq = 11 gm or 0.4 oz 1/4 oz eq = 6 gm or 0.2 oz</p>
GROUP B	OZ EQ FOR GROUP B
<ul style="list-style-type: none"> • Bagels • Batter type coating • Biscuits • Breads (sliced whole wheat, French, Italian) • Buns (hamburger and hot dog) • Sweet Crackers ⁴ (graham crackers – all shapes, animal crackers) • Egg roll skins • English muffins • Pita bread (whole wheat or whole grain- rich) • Pizza crust • Pretzels (soft) • Rolls (whole wheat or whole grain-rich) • Tortillas (whole wheat or whole corn) • Tortillas chips (whole wheat or whole corn) • Taco shells (whole wheat or whole corn) 	<p>1 oz eq = 28 gm or 1.0 oz 3/4 oz eq = 21 gm or 0.75 oz 1/2 oz eq = 14 gm or 0.5 oz 1/4 oz eq = 7 gm or 0.25 oz</p>
GROUP C	OZ EQ FOR GROUP C
<ul style="list-style-type: none"> • Cookies ³ (plain – includes vanilla wafers) • Cornbread • Corn muffins • Croissants • Pancakes • Pie crust (dessert pies³, cobbler³, fruit turnovers⁴, and meat/meat alternate pies) • Waffles 	<p>1 oz eq = 34 gm or 1.2 oz 3/4 oz eq = 26 gm or 0.9 oz 1/2 oz eq = 17 gm or 0.6 oz 1/4 oz eq = 9 gm or .3 oz</p>
GROUP D	OZ EQ FOR GROUP D
<ul style="list-style-type: none"> • Doughnuts⁴ (cake and yeast raised, unfrosted) • Cereal bars, breakfast bars, granola bars⁴ (plain) • Muffins (all except corn) • Sweet Rolls⁴ (unfrosted) • Toaster pastry⁴ (unfrosted) • 	<p>1 oz eq = 55 gm or 2.0 oz 3/4 oz eq = 42 gm or 1.5 oz 1/2 oz eq = 28 gm or 1.0 oz 1/4 oz eq = 14 gm or 0.5 oz</p>
GROUP E	OZ EQ FOR GROUP E

<ul style="list-style-type: none"> • Cereal bars, breakfast bars, granola bars⁴ (with nuts, dried fruit, and/or chocolate pieces) • Cookies³ (with nuts, raisins, chocolate pieces and/or fruit pieces) • Doughnuts⁴ (cake and yeast raised, unfrosted) • French toast • Sweet Rolls⁴ (unfrosted) • Toaster pastry⁴ (unfrosted) 	1 oz eq = 69 gm or 2.4 oz 3/4 oz eq = 52 gm or 1.8 oz 1/2 oz eq = 35 gm or 1.2 oz 1/4 oz eq = 18 gm or 0.6 oz
GROUP F	OZ EQ FOR GROUP F
<ul style="list-style-type: none"> • Cake³ (plain, unfrosted) • Coffee cake⁴ 	1 oz eq = 82 gm or 2.9 oz 3/4 oz eq = 62 gm or 2.2 oz 1/2 oz eq = 41 gm or 1.5 oz 1/4 oz eq = 21 gm or 0.7 oz
GROUP G	OZ EQ FOR GROUP G
<ul style="list-style-type: none"> • Brownies³ (plain) • Cake³ (all varieties, frosted) 	1 oz eq = 125 gm or 4.4 oz 3/4 oz eq = 94 gm or 3.3 oz 1/2 oz eq = 63 gm or 2.2 oz 1/4 oz eq = 32 gm or 1.1 oz
GROUP H	OZ EQ FOR GROUP H
<ul style="list-style-type: none"> • Cereal Grains (barley, quinoa, etc) • Breakfast cereals (cooked) ^{5,6} • Bulgur or cracked wheat • Macaroni (all shapes) • Noodles (all varieties) • Pasta (all shapes) • Ravioli (noodle only) • Rice (enriched white or brown) 	1 oz eq = 1/2 cup cooked or 1 ounce (28g) dry
GROUP I	OZ EQ FOR GROUP I
<ul style="list-style-type: none"> • Ready to eat breakfast cereal (cold, dry) ^{5,6} 	1 oz eq = 1 cup or 1 ounce for flakes and rounds 1 oz eq = 1.25 cup or 1 ounce for puffed cereal 1 oz eq = 1/4 cup or 1 ounce for granola

¹Some of the following foods or their accompaniments may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

²Allowed only for desserts no more than twice per week and for breakfast

³Allowed for desserts no more than twice per week and for breakfasts

⁴ Refer to program regulations for the appropriate serving size for supplements served to children aged 1 through 5 in the NSLP and breakfast served under the SBP. Breakfast cereals are traditionally served as a breakfast menu item but may be served in meals other than breakfast.

ATTACHMENT N: PROTOTYPE 21- DAY CYCLE LUNCH MENUS

The prototype cycle lunch menu forms on the following pages **can** be used. Using the prototype lunch cycle menu forms appropriate to the specific age grade groups of the students within the SFA, include in the Request for Proposal/Contract a 21-day cycle lunch menu prepared by the SFA. **The SFA may allow the FSMC to submit their own menus.** The menu provided in the proposal must be used for the first 21-day cycle of the new school year.

Check here if the SFA chooses to have each FSMC submit their own menus

Attachment N1 – Prototype Lunch Menus Grades K-5 Week 1 of 21-Day Cycle

Attachment N2 – Prototype Lunch Menus Grades K-5 Week 2 of 21-Day Cycle

Attachment N3 – Prototype Lunch Menus Grades K-5 Week 3 of 21-Day Cycle

Attachment N4 – Prototype Lunch Menus Grades K-5 Week 4 of 21-Day Cycle

Attachment N5 – Prototype Lunch Menus Grades K-5 Week 5 of 21-Day Cycle

Attachment N6 – Prototype Lunch Menus Grades 6-8 Week 1 of 21-Day Cycle

Attachment N7 - Prototype Lunch Menus Grades 6-8 Week 2 of 21-Day Cycle

Attachment N8 - Prototype Lunch Menus Grades 6-8 Week 3 of 21-Day Cycle

Attachment N9 - Prototype Lunch Menus Grades 6-8 Week 4 of 21-Day Cycle

Attachment N10 - Prototype Lunch Menus Grades 6-8 Week 5 of 21-Day Cycle

Attachment N11 - Prototype Lunch Menus Grades 9-12 Week 1 of 21-Day Cycle

Attachment N12 - Prototype Lunch Menus Grades 9-12 Week 2 of 21-Day Cycle

Attachment N13 - Prototype Lunch Menus Grades 9-12 Week 3 of 21-Day Cycle

Attachment N14 - Prototype Lunch Menus Grades 9-12 Week 4 of 21-Day Cycle

Attachment N15 - Prototype Lunch Menus Grades 9-12 Week 5 of 21-Day Cycle

Attachment N1 - Prototype Lunch Menus Grades K-5 Week 1 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-9 (1)											
Meat/Meat Alternate (oz. equivalents)	8-10 (1)											
Fluid Milk ^g (cups)	5 (1)											

Decimal Equivalents of commonly used fractions

1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N2 - Prototype Lunch Menus Grades K-5 Week 2 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals
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Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-9 (1)											
Meat/Meat Alternate (oz. equivalents)	8-10 (1)											
Fluid Milk ^g (cups)	5 (1)											

Decimal Equivalents of commonly used fractions

1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).
^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N3 - Prototype Lunch Menus Grades K-5 Week 3 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5 Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-9 (1)											
Meat/Meat Alternate (oz. equivalents)	8-10 (1)											
Fluid Milk ^g (cups)	5 (1)											

Decimal Equivalents of commonly used fractions
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a Food items included in each food 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 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 quantities of these vegetables may be served.
^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).
^e Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.
^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).
^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N4 - Prototype Lunch Menus Grades K-5 Week 4 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5 Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-9 (1)											
Meat/Meat Alternate (oz. equivalents)	8-10 (1)											
Fluid Milk ^g (cups)	5 (1)											

Decimal Equivalents of commonly used fractions

1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N5 - Prototype Lunch Menus Grades K-5 Week 5 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-9 (1)											
Meat/Meat Alternate (oz. equivalents)	8-10 (1)											
Fluid Milk ^g (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

⁹ Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N6 - Prototype Lunch Menus Grades 6-8 Week 1 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8 Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-10 (1)											
Meat/Meat Alternate (oz. equivalents)	9-10 (1)											
Fluid Milk ⁹ (cups)	5 (1)											

Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a Food items included in each food 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 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 quantities of these vegetables may be served.
^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).
^e Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).
^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N7 - Prototype Lunch Menus Grades 6-8 Week 2 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables ^c (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-10 (1)											
Meat/Meat Alternate (oz. equivalents)	9-10 (1)											
Fluid Milk ^g (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a Food items included in each food 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 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 quantities of these vegetables may be served.
^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).
^e Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N8 - Prototype Lunch Menus Grades 6-8 Week 3 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-10 (1)											
Meat/Meat Alternate (oz. equivalents)	9-10 (1)											
Fluid Milk ^g (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N9 - Prototype Lunch Menus Grades 6-8 Week 4 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-10 (1)											
Meat/Meat Alternate (oz. equivalents)	9-10 (1)											
Fluid Milk ^g (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N10 - Prototype Lunch Menus Grades 6-8 Week 5 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8 Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	2.5 (0.5)											
Additional fruit items to meet the total												
Vegetables (cups)	3.75 (0.75)											
• Dark Green ^c	0.5											
• Red Orange ^c	0.75											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.5											
• Additional Veg to reach total ^e	1											
Whole Grains (oz. equivalents)	8-10 (1)											
Meat/Meat Alternate (oz. equivalents)	9-10 (1)											
Fluid Milk ^g (cups)	5 (1)											

Decimal Equivalents of commonly used fractions

1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N11 - Prototype Lunch Menus Grades 9-12 Week 1 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12 Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	5 (1.0)											
Additional fruit items to meet the total												
Vegetables (cups)	5 (1.0)											
• Dark Green ^c	0.5											
• Red Orange ^c	1.25											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.75											
• Additional Veg to reach total ^e	1.5											
Whole Grains (oz. equivalents)	10-12 (2)											
Meat/Meat Alternate (oz. equivalents)	10-12 (2)											
Fluid Milk ^g (cups)	5 (1)											

Decimal Equivalents of commonly used fractions

1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a Food items included in each food 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 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 quantities of these vegetables may be served.
^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).
^e Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.
^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).
^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N12 - Prototype Lunch Menus Grades 9-12 Week 2 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	5 (1.0)											
Additional fruit items to meet the total												
Vegetables (cups)	5 (1.0)											
• Dark Green ^c	0.5											
• Red Orange ^c	1.25											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.75											
• Additional Veg to reach total ^e	1.5											
Whole Grains (oz. equivalents)	10-12 (2)											
Meat/Meat Alternate (oz. equivalents)	10-12 (2)											
Fluid Milk ^g (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
$1/8 = 0.125$ $1/3 = 0.333$ $2/3 = 0.666$ $1/4 = 0.250$ $1/2 = 0.500$ $3/4 = 0.750$ $3/4 = 0.750$ $3/8 = 0.375$ $5/8 = 0.625$ $7/8 = 0.875$												

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N13 - Prototype Lunch Menus Grades 9-12 Week 3 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12 Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	5 (1.0)											
Additional fruit items to meet the total												
Vegetables (cups)	5 (1.0)											
• Dark Green ^c	0.5											
• Red Orange ^c	1.25											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.75											
• Additional Veg to reach total ^e	1.5											
Whole Grains (oz. equivalents)	10-12 (2)											
Meat/Meat Alternate (oz. equivalents)	10-12 (2)											
Fluid Milk ^g (cups)	5 (1)											

Decimal Equivalents of commonly used fractions

1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a Food items included in each food 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 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 quantities of these vegetables may be served.
^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).
^e Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.
^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).
^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N14 - Prototype Lunch Menus Grades 9-12 Week 4 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	5 (1.0)											
Additional fruit items to meet the total												
Vegetables (cups)	5 (1.0)											
• Dark Green ^c	0.5											
• Red Orange ^c	1.25											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.75											
• Additional Veg to reach total ^e	1.5											
Whole Grains (oz. equivalents)	10-12 (2)											
Meat/Meat Alternate (oz. equivalents)	10-12 (2)											
Fluid Milk ^g (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
$\frac{1}{8} = 0.125$ $\frac{1}{3} = 0.333$ $\frac{2}{3} = 0.666$ $\frac{1}{4} = 0.250$ $\frac{1}{2} = 0.500$ $\frac{3}{4} = 0.750$ $\frac{3}{4} = 0.750$ $\frac{3}{8} = 0.375$ $\frac{5}{8} = 0.625$ $\frac{7}{8} = 0.875$												

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment N15 - Prototype Lunch Menus Grades 9-12 Week 5 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Lunch Meal Pattern	Weekly (Daily) Quantity ^a	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^b (cups)	5 (1.0)											
Additional fruit items to meet the total												
Vegetables (cups)	5 (1.0)											
• Dark Green ^c	0.5											
• Red Orange ^c	1.25											
• Beans and Peas (legumes) ^c	0.5											
• Starchy ^c	0.5											
• Other ^{c, d}	0.75											
• Additional Veg to reach total ^e	1.5											
Whole Grains (oz. equivalents)	10-12 (2)											
Meat/Meat Alternate (oz. equivalents)	10-12 (2)											
Fluid Milk ^g (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a Food items included in each food 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 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 quantities of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purpose of the NSLP, "Other vegetables" requirement may be met with additional amounts from the dark green, red/orange, beans and peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

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

^f At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^g Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

ATTACHMENT O: PROTOTYPE 21 DAY CYCLE BREAKFAST MENUS

The prototype cycle breakfast menu forms on the following pages **can** be used. Using the prototype lunch cycle menu forms appropriate to the specific age grade groups of the students within the SFA, include in the Request for Proposal/Contract a 21-day cycle lunch menu prepared by the SFA. **The SFA may allow the FSMC to submit their own menus.** The menu provided in the proposal must be used for the first 21-day cycle of the new school year.

Check here if the SFA chooses to have each FSMC submit their own menus

Attachment O1 – Prototype Breakfast Menus Grades K-5 Week 1 of 21-Day Cycle

Attachment O2 – Prototype Breakfast Menus Grades K-4 Week 2 of 21-Day Cycle

Attachment O3 – Prototype Breakfast Menus Grades K-5 Week 3 of 21-Day Cycle

Attachment O4 – Prototype Breakfast Menus Grades K-5 Week 4 of 21-Day Cycle

Attachment O5 – Prototype Breakfast Menus Grades K-5 Week 5 of 21-Day Cycle

Attachment O6 – Prototype Breakfast Menus Grades 6-8 Week 1 of 21-Day Cycle

Attachment O7 – Prototype Breakfast Menus Grades 6-8 Week 2 of 21-Day Cycle

Attachment O8 – Prototype Breakfast Menus Grades 6-8 Week 3 of 21-Day Cycle

Attachment O9 – Prototype Breakfast Menus Grades 6-8 Week 4 of 21-Day Cycle

Attachment O10 – Prototype Breakfast Menus Grades 6-8 Week 5 of 21-Day Cycle

Attachment O11 – Prototype Breakfast Menus Grades 9-12 Week 1 of 21-Day Cycle

Attachment O12 – Prototype Breakfast Menus Grades 9-12 Week 2 of 21-Day Cycle

Attachment O13 – Prototype Breakfast Menus Grades 9-12 Week 3 of 21-Day Cycle

Attachment O14 – Prototype Breakfast Menus Grades 9-12 Week 4 of 21-Day Cycle

Attachment O15 – Prototype Breakfast Menus Grades 9-12 Week 5 of 21-Day Cycle

Attachment O1 - Prototype Breakfast Menus Grades K-5 Week 1 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	7-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O2 - Prototype Breakfast Menus Grades K-5 Week 2 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	7-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patten for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O3 - Prototype Breakfast Menus Grades K-5 Week 3 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	7-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O4 - Prototype Breakfast Menus Grades K-5 Week 4 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	7-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O5 - Prototype Breakfast Menus Grades K-5 Week 5 of 21-Day Cycle

NA (Check if not applicable)

Grades K-5 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	7-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patten for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O6 - Prototype Breakfast Menus Grades 6-8 Week 1 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	8-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O7 - Prototype Breakfast Menus Grades 6-8 Week 2 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	8-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patten for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O8 - Prototype Breakfast Menus Grades 6-8 Week 3 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	8-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O9 - Prototype Breakfast Menus Grades 6-8 Week 4 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	8-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O10 - Prototype Breakfast Menus Grades 6-8 Week 5 of 21-Day Cycle

NA (Check if not applicable)

Grades 6-8 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Whole Grains (oz. equivalents)	8-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patten for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O11 - Prototype Breakfast Menus Grades 9-12 Week 1 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Grains (oz. equivalents) ^h Half of all grains served must be whole grain	9-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^l In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O12 - Prototype Breakfast Menus Grades 9-12 Week 2 of 21-Day Cycle

NA (Check if not applicable)

Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Grains (oz. equivalents) ^h Half of all grains served must be whole grain	9-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											

Decimal Equivalents of commonly used fractions

1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^l In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O13 - Prototype Breakfast Menus Grades 9-12 Week 3 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12 ^a	Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals											
Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Grains (oz. equivalents) ^h Half of all grains served must be whole grain	9-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											
Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

^l In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O14 - Prototype Breakfast Menus Grades 9-12 Week 4 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12 ^a Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Grains (oz. equivalents) ^h Half of all grains served must be whole grain	9-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											

Decimal Equivalents of commonly used fractions												
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875												

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

^c One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup 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.

^d For breakfast, 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).

^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

^f Larger quantities of these vegetables may be served.

^g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E).

^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).

ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.

^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.

^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

Attachment O15 - Prototype Breakfast Menus Grades 9-12 Week 5 of 21-Day Cycle

NA (Check if not applicable)

Grades 9-12 ^a Use this form to ensure that the menu meets the new standards. Enter each menu item under the corresponding day of the week and enter the quantity in the "QTY" column as a decimal point. Add the daily totals to calculate weekly totals

Breakfast Meal Pattern	Weekly (Daily) Quantity ^b	MONDAY	QTY	TUESDAY	QTY	WEDNESDAY	QTY	THURSDAY	QTY	FRIDAY	QTY	WEEKLY TOTALS
Fruits ^{c, d} (cups)	5 (1) ^e											
Additional fruit items to meet the total												
Vegetables ^{c, d}	0											
• Dark Green ^f	0											
• Red Orange ^f	0											
• Beans and Peas (legumes) ^f	0											
• Starchy ^f	0											
• Other ^{f, g}	0											
• Additional Veg to reach total	0											
Grains (oz. equivalents) ^h Half of all grains served must be whole grain	9-10 (1) ⁱ											
Meat/Meat Alternate (oz. equivalents)	0 ^j											
Fluid Milk ^k (cups)	5 (1)											

Decimal Equivalents of commonly used fractions
1/8 = 0.125 1/3 = 0.333 2/3 = 0.666 1/4 = 0.250 1/2 = 0.500 3/4 = 0.750 3/4 = 0.750 3/8 = 0.375 5/8 = 0.625 7/8 = 0.875

^a In the SBP, the Grades K-5, Grades 6-8, and Grades 9-12 are the age-grade groups required for menu planning beginning July 1, 2013 (SY 2013-2014). In SY 2012-13 only, schools may continue to use the meal patter for grades K-12. (see §220.23).

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

- ^c One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup 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.
- ^d For breakfast, 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).
- ^e The fruit quantity for the SBP (5 cups per week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).
- ^f Larger quantities of these vegetables may be served.
- ^g This category consists of “Other vegetables” as defined in §210.10(c)(2)(iii)(E).
- ^h All grains must be whole grain-rich in both the NSLP and SBP July 1, 2014 (SY 2014-2015).
- ⁱ In the SBP, the grain ranges must be offered beginning July 1, 2013.
- ^j There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013, schools may substitute 1 oz. equivalent of meat/meat alternate for 1 oz. equivalent of grains after the minimum daily grains requirement is met.
- ^k Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat free (unflavored or flavored).

ATTACHMENT P: PROTOTYPE 21- DAY CYCLE SNACK MENU

The prototype cycle snack menu forms on the following pages **MUST** be used. Include a 21-day cycle snack menu prepared by the SFA. This menu must be used for the first 21-day cycle of the new school year. **Beginning SY 2012-2013, schools participating in the After School Snack Program must offer unflavored fat free milk or low-fat milk (no more than 1 percent fat), flavored or unflavored, when serving milk as a snack meal component.**

Attachment P1- 21-Day Cycle Snack Menu (Ages 3-5)

Attachment P2 – 21-Day Cycle Snack Menu (Ages 6-12)

Snack (Supplement) Meal Pattern

Select Two of the Four Components for a Reimbursable Snack

1 milk	1 cup	fluid milk
1 fruit/vegetable	3/4 cup	juice, ¹ fruit and/or vegetable
1 grains/bread ²	1 slice	bread or
	1 serving	cornbread or biscuit or roll or muffin or
	3/4 cup	cold dry cereal or
	1/2 cup	hot cooked cereal or
	1/2 cup	pasta or noodles or grains
1 meat/meat alternate	1 oz.	lean meat or poultry or fish ³ or
	1 oz.	alternate protein product or
	1 oz.	cheese or
	1/2 large	egg or
	1/4 cup	cooked dry beans or peas or
	2 Tbsp.	peanut or other nut or seed butter or
	1 oz.	nuts and/or seeds or
	4 oz.	yogurt ⁴

¹ Fruit or vegetable juice must be full-strength. Juice cannot be served when milk is the only other snack component.

² Breads and grains must be made from whole-grain or enriched meal or flour. Cereal must be whole-grain or enriched or fortified.

³ A serving consists of the edible portion of cooked lean meat or poultry or fish.

⁴ Yogurt may be plain or flavored, unsweetened or sweetened.

Attachment P1 - 21-Day Cycle Menu – Snack (Ages 3-5)

NA (Check if not applicable)

Check here if the SFA chooses to have each FSMC submit their own menus

1 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	2 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	3 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	4 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	5 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
6 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	7 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	8 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	9 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	10 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
11 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	12 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	13 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	14 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	15 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
16 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	17 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	18 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	19 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	20 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
21 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	M/MA: Meat/Meat alternate F/V: Fruit/Vegetable GB: Grain/Bread The contractor must adhere to this 21 day cycle for the first 21 days of meal service.			

Attachment P2 - 21-Day Cycle Menu – Snack (Ages 6-12)

NA (Check if not applicable)

Check here if the SFA chooses to have each FSMC submit their own menus

1 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	2 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	3 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	4 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	5 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
6 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	7 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	8 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	9 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	10 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
11 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	12 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	13 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	14 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	15 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
16 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	17 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	18 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	19 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	20 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
21 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	M/MA: Meat/Meat alternate F/V: Fruit/Vegetable GB: Grain/Bread The contractor must adhere to this 21 day cycle for the first 21 days of meal service.			

ATTACHMENT Q: PROTOYPE 21-DAY CYCLE SFSP MENUS

The prototype cycle Summer Food Service Program menu forms on the following pages **MUST** be used. Attach a 21-day cycle SFSP menu prepared by the SFA/Sponsor. These menus must be used for the first 21-day cycle of the summer.

Attachment Q1 – 21-Day Cycle Menu SFSP Lunch

Attachment Q2 – 21-Day Cycle Menu SFSP Breakfast

Attachment Q1 - 21-Day Cycle Menu – SFSP Lunch

NA (Check if not applicable)

Check here if the SFA chooses to have each FSMC submit their own menus

1 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	2 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	3 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	4 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	5 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
6 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	7 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	8 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	9 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	10 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
11 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	12 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	13 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	14 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	15 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
16 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	17 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	18 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	19 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	20 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
21 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	M/MA: Meat/Meat alternate F/V: Fruit/Vegetable GB: Grain/Bread The contractor must adhere to this 21 day cycle for the first 21 days of meal service.			

Attachment Q2 - 21-Day Cycle Menu – SFSP Breakfast

NA (Check if not applicable)

Check here if the SFA chooses to have each FSMC submit their own menus

1 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	2 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	3 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	4 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	5 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
6 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	7 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	8 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	9 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	10 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
11 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	12 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	13 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	14 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	15 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
16 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	17 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	18 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	19 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	20 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
21 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	M/MA: Meat/Meat alternate F/V: Fruit/Vegetable GB: Grain/Bread The contractor must adhere to this 21 day cycle for the first 21 days of meal service.			

ATTACHMENT R: SUMMER FOOD SERVICE PROGRAM MEAL PATTERNS

SELECT THE APPROPRIATE COMPONENTS FOR A REIMBURSABLE MEAL			
FOOD COMPONENTS AND FOOD ITEMS	BREAKFAST SERVE ALL THREE	LUNCH OR SUPPER SERVE ALL FOUR	SNACK SERVE TWO OF THE FOUR
Milk ^{1,2}			
Fluid milk	8 fl oz (1 cup) ¹	8 fl oz (1 cup) ²	8 fl oz (1 cup) ¹
Vegetable or Fruit ^{3,4,5}			
Juice, fruit, vegetable	$\frac{1}{2}$ c ³ (juice must be full-strength)	$\frac{3}{4}$ c ⁴ total of two different items	$\frac{3}{4}$ c ^{3,4} (juice must be full-strength)
Grains/Breads ^{6,7}			
Bread or	1 slice	1 slice	1 slice
Cornbread, or biscuit or roll or muffin or	1 serving	1 serving	1 serving
Cold dry cereal ⁷	$\frac{3}{4}$ c or 1 oz ⁷	N/A	$\frac{3}{4}$ c or 1 oz ⁷
Hot cooked cereal or	$\frac{1}{2}$ c	$\frac{1}{2}$ c	$\frac{1}{2}$ c
Cooked pasta or noodles or grains	$\frac{1}{2}$ c	$\frac{1}{2}$ c	$\frac{1}{2}$ c
Meat/Meat Alternate ^{8, 9, 10, 11,12}			
	Optional		
Lean meat or poultry or fish ⁸ or	1 oz	2 oz	1 oz
Alternate protein products ⁹ or	1 oz	2 oz	1 oz
Cheese	1 oz	2 oz	1 oz
Egg (large) or	$\frac{1}{2}$ large egg	1 large egg	$\frac{1}{2}$ large egg
Cooked dry beans or peas or	$\frac{1}{4}$ c	$\frac{1}{2}$ c	$\frac{1}{4}$ c
Peanut or other nut butters or	2 T	4 T	2 T
Nuts and/or seeds ¹¹	---	1 oz =50% ^{10, 11}	1 oz ¹¹
Yogurt ¹²	4 oz ($\frac{1}{2}$ c)	8 oz (1 c)	4 oz ($\frac{1}{2}$ c)

¹ For Breakfast or Snack, fluid milk shall be served as a beverage, or on cereal, or use part of it for each purpose.

² For Lunch or Supper, fluid milk shall be used as a beverage.

³ Fruit or vegetable juice must be full-strength for breakfast and snacks.

⁴ For Lunch or Supper, serve two or more kinds of vegetables and/or fruits, Full strength vegetable or fruit juice may be counted to meet not more than one-half of this requirement

⁵ Juice may not be served to fulfill the supplement requirement, when milk is served as the only other component.

⁶ Grains/Breads must be enriched or whole-grain, or made from whole-grain or enriched flour or meal that may include bran and/or germ. Cereal must be whole grain or enriched or fortified.

⁷ Either volume (cup) or weight (oz) whichever is less.

⁸ A serving consists of the edible portion of cooked lean meat or poultry or fish.

⁹ Alternate protein products must meet requirements of Appendix A of 7 CFR Part 225.

¹⁰ Nuts and seeds may meet no more than one-half of the total meat/meat alternate to fulfill the lunch or supper requirement.

¹¹ Nuts and seeds are generally recommended to be served to children ages 1-3 since the present a choking hazard. If served, nuts and seeds should be finely minced. ¹² Yogurt may be plain or flavored, unsweetened or sweetened – commercially prepared.

ATTACHMENT S-1- MEAL PATTERN-CACFP AT-RISK SUPPER

At-Risk Supper

Food Components	Ages 1-2	Ages 3-5	Ages 6-12¹
1 milk fluid milk	1/2 cup	3/4 cup	1 cup
2 fruits/vegetables juice, ² fruit and/or vegetable	1/4 cup	1/2 cup	3/4 cup
1 grains/bread³ bread or	1/2 slice	1/2 slice	1 slice
cornbread or biscuit or roll or muffin or	1/2 serving	1/2 serving	1 serving
cold dry cereal or	1/4 cup	1/3 cup	3/4 cup
hot cooked cereal or	1/4 cup	1/4 cup	1/2 cup
pasta or noodles or grains	1/4 cup	1/4 cup	1/2 cup
1 meat/meat alternate meat or poultry or fish ⁴ or	1 ounce	1 1/2 ounces	2 ounces
alternate protein product or	1 ounce	1 1/2 ounces	2 ounces
cheese or	1 ounce	1 1/2 ounces	2 ounces
egg or	1/2 egg	3/4 egg	1 egg
cooked dry beans or peas or	1/4 cup	3/8 cup	1/2 cup
peanut or other nut or seed butters or	2 Tbsp.	3 Tbsp.	4 Tbsp.
nuts and/or seeds ⁵ or	1/2 ounce	3/4 ounce	1 ounce
yogurt ⁶	4 ounces	6 ounces	8 ounces

¹ Children age 12 and older may be served larger portions based on their greater food needs. They may not be served less than the minimum quantities listed in this column.

² Fruit or vegetable juice must be full-strength.

³ Breads and grains must be made from whole-grain or enriched meal or flour. Cereal must be whole-grain or enriched or fortified.

⁴ A serving consists of the edible portion of cooked lean meat or poultry or fish.

⁵ Nuts and seeds may meet only one-half of the total meat/meat alternate serving and must be

combined with another meat/meat alternate to fulfill the lunch or supper requirement. ⁶ Yogurt may be plain or flavored, unsweetened or sweetened.

ATTACHMENT S-2 - MEAL PATTERN-CACFP AT-RISK AFTER SCHOOL SNACK

Snack-Select Two of the Four Components for a Reimbursable Snack			
Food Components	Ages 1-2	Ages 3-5	Ages 6-12¹
1 milk			
fluid milk	1/2 cup	1/2 cup	1 cup
1 fruit/vegetable			
juice, ² fruit and/or vegetable	1/2 cup	1/2 cup	3/4 cup
1 grains/bread³			
bread or	1/2 slice	1/2 slice	1 slice
cornbread or biscuit or roll or muffin or	1/2 serving	1/2 serving	1 serving
cold dry cereal or	1/4 cup	1/3 cup	3/4 cup
hot cooked cereal or	1/4 cup	1/4 cup	1/2 cup
pasta or noodles or grains	1/4 cup	1/4 cup	1/2 cup
1 meat/meat alternate			
meat or poultry or fish ⁴ or	1/2 ounce	1/2 ounce	1 ounce
alternate protein product or	1/2 ounce	1/2 ounce	1 ounce
cheese or	1/2 ounce	1/2 ounce	1 ounce
egg ⁵ or	1/2 egg	1/2 egg	1/2 egg
cooked dry beans or peas or	1/8 cup	1/8 cup	1/4 cup
peanut or other nut or seed butters or	1 Tbsp.	1 Tbsp.	2 Tbsp.
nuts and/or seeds or	1/2 ounce	1/2 ounce	1 ounce
yogurt ⁶	2 ounces	2 ounces	4 ounces

¹ Children age 12 and older may be served larger portions based on their greater food needs. They may not be served less than the minimum quantities listed in this column.

² Fruit or vegetable juice must be full-strength. Juice cannot be served when milk is the only other snack component.

³ Breads and grains must be made from whole-grain or enriched meal or flour. Cereal must be whole-grain or enriched or fortified.

⁴ A serving consists of the edible portion of cooked lean meat or poultry or fish.

⁵ One-half egg meets the required minimum amount (one ounce or less) of meat alternate.

⁶ Yogurt may be plain or flavored, unsweetened or sweetened.

ATTACHMENT T-PROGRAM (CACFP) MENUS

The prototype cycle Summer Food Service Program menu forms on the following pages **MUST** be used. Attach a 21-day cycle SFSP menu prepared by the SFA/SPONSOR. These menus must be used for the first 21-day cycle of the summer.

Attachment T1 – 21-Day Cycle Menu CACFP At-Risk Supper

Attachment T2 – 21-Day Cycle Menu CACFP At-Risk Snack

Attachment T1 - 21-Day Cycle Menu – CACFP At-Risk Supper

NA (Check if not applicable)

Check here if the SFA chooses to have each FSMC submit their own menus

1 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	2 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	3 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	4 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	5 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
6 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	7 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	8 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	9 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	10 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
11 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	12 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	13 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	14 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	15 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
16 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	17 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	18 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	19 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	20 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
21 M/MA: F/V 1: F/V2: G/B: G/B	M/MA: Meat/Meat alternate F/V: Fruit/Vegetable GB: Grain/Bread The contractor must adhere to this 21 day cycle for the first 21 days of meal service.			

Other:	8 oz Milk		
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Attachment T2 - 21-Day Cycle Menu – CACFP At-Risk Snack

NA (Check if not applicable)

Check here if the SFA chooses to have each FSMC submit their own menus

1 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	2 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	3 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	4 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	5 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
6 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	7 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	8 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	9 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	10 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
11 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	12 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	13 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	14 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	15 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
16 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	17 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	18 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	19 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	20 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk
21 M/MA: F/V 1: F/V2: G/B: G/B Other: 8 oz Milk	M/MA: Meat/Meat alternate F/V: Fruit/Vegetable GB: Grain/Bread The contractor must adhere to this 21 day cycle for the first 21 days of meal service.			

NOTE: Accepting a offerer's offer does not constitute award of the contract.

**ATTACHMENT V: SUSPENSION AND DEBARMENT CERTIFICATION
UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)**

**Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -
Lower-Tier Transaction**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, Title 2 CFR Part 200.212 and Appendix II of 2 CFR Part 200). The regulations were published as Part IV of the January 30, 1989, *Federal Register* (pages 4722-4733). Copies of the regulations may be obtained by contacting the USDA agency with which this transaction originated.

(Before completing certification, read instructions on next page.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Name(s) and Titles of Authorized Representative(s)

Signatures

Date

INSTRUCTIONS FOR SUSPENSION DEBARMENT CERTIFICATION

By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on the previous page in accordance with these instructions.

The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

The prospective lower-tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

The terms *covered transaction, debarred, suspended, ineligible, lower-tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

The prospective lower-tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

The prospective lower-tier participant further agrees by submitting this form that he or she will include this clause titled *Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower-Tier Covered Transactions*, without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.

A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principles. Each participant may, but is not required to, check the Nonprocurement List.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant are not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

ATTACHMENT W: LOBBYING CERTIFICATION

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in federal funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding of a federal contract, the making of a federal grant, the making of a federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence and officer or employee of any agency, a Member of Congress, an officer or employee of the undersigned shall complete and submit Standard Form LLL, *Disclosure Form to Report Lobbying*, in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Name/Address of Organization

Name/Title of Submitting Official

Signature

Date

ATTACHMENT Y: COMPLETION OF DISCLOSURE OF LOBBYING ACTIVITIES FORM

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action or a material change in a previous filing, pursuant to Title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered federal action. Use a Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget (OMB) for additional information.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include, but are not limited to, subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks *Subawardee*, then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if know. For example: Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identified in Item 1; e.g., Request for Proposal (RFP) number; grant announcement number; the contract, grant, or loan award number; the application control number assigned by the federal agency. Include prefixes; e.g., *RFP-DE-90-001*.
9. For a covered federal action where there has been an award or loan commitment by the federal agency, enter the federal amount of the award/loan commitment for the prime entity identified in Item 4 or Item 5.
 - a. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
 - b. Enter the full name of the individual performing services, and include full address if different from 10a. Enter last name, first name, and middle initial (MI).
10. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

11. Check the appropriate item. Check all items that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
12. Check the appropriate box. Check all boxes that apply. If other, specify nature.
13. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the dates of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with federal officials. Identify the federal officials or employees contacted or the officers, employees, or Members of Congress that were contacted.
14. Check whether Continuation Sheets are enclosed.
15. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

ATTACHMENT Z: FSMC MONTHLY LUNCH EQUIVALENCY WORK SHEET

Month/Year: _____

Once this contract has been awarded, this form is to be used by the food service management company (FSMC) to show the school district the calculations for determining the lunch equivalents for each month.

- Actual Meal Counts: Based on meal counts – for the purpose of making the meal count computation, include all Child Nutrition Programs (i.e., National School Lunch Program (NSLP) meals, School Breakfast Program (SBP) meals, After School Snack Program (ASSP) meals, Child And Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP) meals, (if applicable). The number of lunches, breakfasts (2 breakfasts equals 1 lunch) and snacks (5 snacks equals 1 lunch) served to children shall be determined by actual count.

Based on _____		Days of Services	
Breakfast Meals			
Contract Breakfasts	_____		
SBP Breakfasts	_____		
SFSP Breakfasts	_____		
Adult Breakfasts	_____		
	÷ 2	=	_____
Total Breakfasts			Lunch Equivalent
Lunch Meals			
Contract Lunches	_____		
NSLP Lunches	_____		
SFSP Lunches	_____		
Adult Lunches	_____		
		=	_____
Total Lunches			Lunch Equivalent
Dinner Meals			
Contract Lunches	_____		
CACFP Dinners	_____		
Adult Dinners	_____		
		=	_____
Total Dinners			Lunch Equivalent
Snack Meals			
Contract Snacks	_____		
NSLP Snacks	_____		
SFSP Snacks	_____		
CACFP Snacks	_____		
Adult Snacks	_____		
	÷ 5	=	_____
Total Snacks			Lunch Equivalent

2. Extra Revenue: Based on extra revenue received – extra CNP revenue shall include extra sales to students and adults, and revenue from catering, vending/concessions.

Based on _____ Days of Services	
Total Revenue from Extra Sales (If Applicable):	\$ _____
Total Revenue from Catering/Vending/Concessions (If Applicable):	\$ _____
Total Extra CNP Revenue	\$ _____

\$ _____ Total Extra CNP Revenue	÷ _____ Lunch Equivalent Rate (Section I, Item BB – page 12)	= _____ Lunch Equivalent Rate Based on Extra Revenue
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3. Grand Total

_____ Lunch Equivalents Based on Meal Counts (Item 1 Above)	+ _____ Lunch Equivalents Based on Extra Revenue (Item 2 Above)	= _____ Grand Total of Lunch Equivalents
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ATTACHMENT AA: HOLIDAY SCHEDULE

Holiday Schedule to be inserted here by SFA/Sponsor.

First Day of School: 8/2/17

Last Day of School (Ashe, Clark, Green, Hughes, Wheatley): 5/25/17

Last Day of School (The NET Charter High School, NET 2): 7/20/18

SFA will provide detailed academic calendar at pre-bid meeting