



Minimum Requirements for Menu Production Records

Summer Food Service Program

Minimum Requirements

1. Site name
2. Date meal is served
3. Indication of meal served (breakfast, lunch, snack, supper)
4. List of all menu items (including condiments) that contribute to the reimbursable meal
5. Recipe number, brand name, or code number of processed food
6. Number of estimated servings planned of each menu item for children and adults (program and non-program)
7. Total amount prepared of each menu item by pound, quantity, or number of servings
8. Total amount of leftovers for each menu item by pound, quantity, or number of servings

Resources

Summer Food Service Program Resources: <http://www.cde.state.co.us/nutrition/osnfsresources>

Menu Planning Resources: <http://www.cde.state.co.us/nutrition/nutrimenuplanning>