



Recipe Crediting Checklist

Use this checklist to verify that your standardized recipe contains all the required information needed to credit the recipe. To credit a recipe means to determine how one portion of that recipe contributes toward the meal pattern components, such as 2 ounce equivalents of grain or ½ cup of dark green vegetable.

Information needed to credit a recipe:

- 1. Total number of portions the recipe yields.
Note: A standardized recipe should also include the total volume and/or weight that the prepared recipe yields. While this value is not needed to credit the recipe, it is a good edit check to make sure the crediting, portion size, number of portions, and total yield are mathematically feasible.
- 2. Serving size for single portion(s). Take into consideration if different size portions are served to different age/grade groups. The recipe will have to be credited for each portion size that is served.
- 3. Ingredients listed by form (canned, frozen, dehydrated, etc.) and any pre-preparation needed (diced, chopped, shredded, etc.). Include specific brand or product number whenever possible.
- 4. Specific total weight and/or volume of each ingredient, consistent with yield information in the Food Buying Guide, which will convert ingredients to:
 - ounce equivalents of meat/meat alternate
 - ounce equivalents of grain
 - cups of vegetable
 - cups of fruit
- 5. Crediting documentation (either a CN label or a Product Formulation Statement) for any pre-processed ingredients not listed in the Food Buying Guide, such as cooked beef crumbles or seasoned chicken fajita strips.
- 6. Identification of vegetable subgroup classification for vegetable ingredients.

Important Notes:

- Vegetables and fruits are credited based on volume, using units such as ¼ cup, ½ cup, 1 cup, etc.
- Grains and meat/meat alternates are credited based on weight, using the unit *ounce equivalents*.
- Please note that standardized recipes require additional information beyond what is listed above. The list above refers to just the pieces of information needed to determine the crediting contribution per portion of the recipe.