





OMB Control No: 0584-XXXX Expiration Date: XX/XX/20XX

Appendix F9. Site Menu Follow-Up Report

Instructions

Your list of foods and beverages served and their recipes provided most of the information we need. In the tables below, we list items for which we need additional details organized by the type of meal component the item provides.

The meal components include: Grains/Bread, Fruits/Vegetables, Meats/Meat Alternates, and Milk. If the menu item was a combined food (like a sandwich) or a mixed dish (like pizza), the table lists the ingredient followed by the menu item containing the ingredient. For example, if the menu item was a peanut butter and jelly sandwich, we may have questions about the bread in the sandwich. The table will list "Bread (peanut butter & jelly sandwich)" in the section on Grains/Bread, and "Peanut butter (peanut butter & jelly sandwich)" in the section on Meats/Meat Alternates (see Figure 1.)

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-xxxxx*). Do not return the completed form to this address.

Figure 1. Followup report questions for components of PB&J sandwich SAMPLE 1 – For sites using SFSP Meal Pattern

Menu week:	Sponsor Name: Sponsor ABC Site: Site XYZ			Meal pattern: <u>SFSP</u>	
DAY MEAL MENU ITEM Mini pancakes What kind was it? Blueberry whole wheat What was the brand name? Aunt Jewima Was it: Whole grain Enriched What kind was it? White Sandwich What kind was it? White Sandwich What was the brand name? Nicket's Was it: Whole grain Enriched Whole grain Enriched Whole grain Enriched Whole grain MEAL MENU ITEM ADDITIONAL DETAILS Mas.it.peeled? What kind was it? Baby carrots Was.it.peeled? What kind was it? Baby carrots Was.it.peeled? Whole Sliced Diced Shredded How was it prepared? Raw Cooked If cooked, was it from Fresh Fresh Frozen Canned/jarred Dried What was the brand name? What was the amount served?	Menu we	Menu week: 2 Week start date: 6/26/2018			
DAY MEAL MENU ITEM Mini pancakes What kind was it? Blueberry whole wheat What was the brand name? Aunt Jewima Was it: Whole grain Enriched What kind was it? White Sandwich What kind was it? White Sandwich What was the brand name? Nicket's Was it: Whole grain Enriched Whole grain Enriched Whole grain Enriched Whole grain MEAL MENU ITEM ADDITIONAL DETAILS Mas.it.peeled? What kind was it? Baby carrots Was.it.peeled? What kind was it? Baby carrots Was.it.peeled? Whole Sliced Diced Shredded How was it prepared? Raw Cooked If cooked, was it from Fresh Fresh Frozen Canned/jarred Dried What was the brand name? What was the amount served?	GRAIN	S/BREAD			
Blueberry whole wheat What was the brand name? Aunt_Jemuma Was it: Whole grain	DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS	
What was the brand name? Aunt Jemima Was it: ☑ Whole grain │ □ Enriched What kind was it? White Sandwich What was the brand name? Nickel's Was it: □ Whole grain ☑ Enriched FRUIT/VEGETABLE DAY MEAL MENU ITEM ADDITIONAL DETAILS M L Vegetable What kind was it? Baby carrots Was it peeled? ☑ Yes □ No What was the form? ☑ Whole □ Sliced □ Diced □ Shredded How was it prepared? ☑ Raw □ Cooked If cooked, was it from □ Fresh □ Frozen □ Canned/jarred □ Dried What was the brand name? What was the brand name? What was the brand name? What was the amount served?	M	В	Mini pancakes	What kind was it?	
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Was it:					
□ Enriched Wat kind was it? White Sandwich What was the brand name? Nickel's Was it: □ Whole grain □ Enriched FRUIT/VEGETABLE DAY MEAL MENU ITEM ADDITIONAL DETAILS M L Vegetable What kind was it? Baby carrots Was it peeled? □ Yes □ No What was the form? □ Whole □ Sliced □ Diced □ Shredded How was it prepared? □ Raw □ Cooked If cooked, was it from □ Fresh □ Frozen □ Canned/jarred □ Dried What was the brand name? What was the amount served?				Aunt Jemima	
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Nickel's Was it: □ Whole grain □ Enriched FRUIT/VEGETABLE DAY MEAL MENU ITEM ADDITIONAL DETAILS M L Vegetable What kind was it? □ Baby carrots Was it peeled? □ Yes □ No What was the form? □ Whole □ Sliced □ Diced □ Shredded How was it prepared? □ Raw □ Cooked If cooked, was it from □ Fresh □ Frozen □ Canned/jarred □ Dried What was the brand name? What was the amount served?				White Sandwich	
Was it: □ Whole grain				What was the brand name?	
FRUIT/VEGETABLE DAY MEAL MENU ITEM ADDITIONAL DETAILS M L Vegetable What kind was it? Baby carrots Was it peeled? Yes No What was the form? Whole Sliced Diced Shredded How was it prepared? Raw Cooked If cooked, was it from Fresh Frozen Canned/jarred Dried What was the brand name? What was the amount served?				Níckel's	
FRUIT/VEGETABLE DAY MEAL MENU ITEM ADDITIONAL DETAILS M L Vegetable What kind was it? Baby carrots Was it peeled? Yes No What was the form? Whole Sliced Diced Shredded How was it prepared? Raw Cooked If cooked, was it from Fresh Frozen Canned/jarred Dried What was the brand name? What was the amount served?				Was it: □ Whole grain	
DAY MEAL MENU ITEM ADDITIONAL DETAILS M				☑ Enriched	
M L Vegetable What kind was it? Baby carrots Was it peeled? Yes □ No What was the form? Whole □ Sliced □ Diced □ Shredded How was it prepared? Raw □ Cooked If cooked, was it from □ Fresh □ Frozen □ Canned/jarred □ Dried What was the amount served?					
Baby carrots Was it peeled? ☑ Yes ☐ No What was the form? ☑ Whole ☐ Sliced ☐ Diced ☐ Shredded How was it prepared? ☑ Raw ☐ Cooked If cooked, was it from ☐ Fresh ☐ Frozen ☐ Canned/jarred ☐ Dried What was the brand name? What was the amount served?					
Was it peeled? ☐ Yes ☐ No What was the form? ☐ Whole ☐ Sliced ☐ Diced ☐ Shredded How was it prepared? ☐ Raw ☐ Cooked If cooked, was it from ☐ Fresh ☐ Frozen ☐ Canned/jarred ☐ Dried What was the brand name? What was the amount served?	M	L	Vegetable		
What was the form? ☑ Whole ☐ Sliced ☐ Diced ☐ Shredded How was it prepared? ☑ Raw ☐ Cooked If cooked, was it from ☐ Fresh ☐ Frozen ☐ Canned/jarred ☐ Dried What was the brand name? What was the amount served?					
How was it prepared? ☑ Raw ☐ Cooked If cooked, was it from ☐ Fresh ☐ Frozen ☐ Canned/jarred ☐ Dried What was the brand name? What was the amount served?					
Raw □ Cooked If cooked, was it from □ Fresh □ Frozen □ Canned/jarred □ Dried What was the brand name? What was the amount served?					
If cooked, was it from ☐ Fresh ☐ Canned/jarred ☐ Dried What was the brand name? What was the amount served?					
☐ Fresh ☐ Frozen ☐ Canned/jarred ☐ Dried What was the brand name? What was the amount served?					
☐ Canned/jarred ☐ Dried What was the brand name? What was the amount served?					
What was the amount served?					
1/2 cup				What was the amount served?	
				1/2 cup	

The details needed vary for the type of food, and include:

- Brand name and product name
- Grains/Bread: The details needed vary by the Meal Pattern you use:
 - o If using the SFSP meal pattern: Was the item whole grain, enriched, or (for cereals only) fortified?
 - o If using the CACFP or NSLP meal pattern: Was the item whole grain-rich, enriched, or (for cereals only) fortified?
- Fruits & Vegetables: Were they:
 - o Peeled?
 - o Whole, sliced, diced, shredded?
 - o Raw, canned/jarred, cooked or dried?
 - For **canned/jarred fruit**, was it packed in heavy syrup, light syrup, extra light syrup, juice, or water?
 - For cooked fruit or vegetable, was it made from
 - Fresh
 - Frozen
 - Canned/jarred
 - Dried
 - For cooked fruit or vegetable, how was it prepared?
 - Baked/roasted
 - Microwaved
 - Broiled/grilled

- Pan-fried/sautéed
- Deep fried
- Boiled
- Steamed
- Other (specify
- o Fruit or vegetable juice: Was it 100% juice?
- Meats/meat alternatives:
 - o For meats: Was the item regular or lean?
 - o For cheese: Was the item regular, reduced-fat or fat-free?
- Milk: Was it
 - o Plain or flavored?
 - o Regular (whole), reduced-fat (2%), low-fat (1%), fat-free (skim)

The table on the following pages shows an example of the form. The type of information that will be pre-filled is shown in black. The responses that a sponsor provided are shown in blue. The table with your menu items and the details needed begins on page .

If you have any questions about this form, please contact the study team at XXX-XXXX or xxxx@westat.com.

SAMPLE 1 - For sites using SFSP Meal Pattern

•	or Name: Site X	Sponsor ABC	Meal pattern: <u>SFSP</u>
Site	SILE A	<u> </u>	
Menu v	veek:2	Week start date: 6/26	<u>/2018</u>
GRAIN	S/BREAD		
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
M	В	Mini pancakes	What kind was it?
			Blueberry whole wheat
			What was the brand name?
			Aunt Jemima
			Was it: ☑ Whole grain
			☐ Enriched
W	L	Bread (Chicken sandwich)	What kind was it?
			White Sandwich
			What was the brand name?
			Nickel's
			Was it: □ Whole grain
			☑ Enriched
	VEGETAB		ADDITIONAL DETAIL O
DAY M	MEAL	MENU ITEM	ADDITIONAL DETAILS What kind was it?
IVI	L	Vegetable	
			Baby carrots
			Was it peeled? ☑ Yes □ No
			What was the form?
			■ Whole □ Sliced □ Diced □
			Shredded
			How was it prepared?
			☑ Raw ☐ Cooked
			If cooked, was it from
			☐ Fresh ☐ Frozen
			☐ Canned/jarred ☐ Dried What was the brand name?
			What was the amount served?
			½ cup
F	L	Fruit	What kind was it?
	_		Applesauce
			What was the form?
			What was the form: ☐ Whole ☐ Sliced ☐ Diced ☐ Shredded
			How was it prepared?
			☐ Fresh ☐ Frozen
			☑ Canned/jarred □ Dried
			If canned/jarred, was it
			☑ Packed in water or unsweetened
			☐ Packed in juice
			☐ Packed in syrup or sweetened Was the syrup:
			was the syrup. ☐ Heavy ☐ Light ☐ Extra light
			What was the brand name?
			Motts
			11000

DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
M	В	Cheese stix	What kind was it?
			Mozzarella cheese stick
			What was the brand name?
			Poly-O
			Was it:
			□ Regular ☑ Reduced fat □ Fat free
	D	Peanut butter (PBJ Uncrustable)	Was it:
		r danat sattor (r so directasto)	☑ Regular □ Reduced fat
MILK			
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
М	В	Menu was missing milk	Was milk served?
		ű	▼ Yes □ No
			Plain or flavored?
			☑ Plain ☐ Flavored
			Was it:
			☐ Regular (Whole or vitamin D)
			■ Reduced-fat (2%)
			☐ Low-fat (1%)
			☐ Fat-free (skim)
		REDIENTS: Did the following food	Is include ingredients not mentioned in the name of the
food DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
M	L	Pizza	What kind was it?
IVI	L	1 1224	
			Cheese pizza
			What was the brand name?
			No brand name
			Did it include meat?
			☐ Yes ☑ No
			If yes, what kind of meat was it?
			Was the meat:
			□ Regular □ Lean
			Did it include any vegetables?
			☐ Yes ☑ No
			If yes, what kind of vegetable was it?
			Was the vegetable peeled?
			☐ Yes ☐ No
			What was the form of the vegetable?
			☐ Whole ☐ Sliced
			☐ Diced ☐ Shredded
			How was the vegetable prepared?
			□ Raw □ Cooked
			If cooked, was it from
			☐ Fresh ☐ Frozen
	_		☐ Canned/jarred ☐ Dried
Т	В	Ham/Egg Scrambler	Did it include any vegetables?
			☐ Yes ☑ No
			If yes, what kind of vegetable was it?
			Was the vegetable peeled?
			Yes □ No
			1 100 1110

MEAT/MEAT ALTERNATE

What was the form of the vegetable?
□ Whole □ Sliced
☐ Diced ☐ Shredded
How was the vegetable prepared?
□ Raw □ Cooked
If cooked, was it from
☐ Fresh ☐ Frozen
☐ Canned/jarred ☐ Dried

SAMPLE 2 - For sites using CACFP or NSLP Meal Pattern

Sponsor	· Name:	_Sponsor ABC	Meal pattern: <u>CACFP</u>
Site: Site XYZ			
Морили	ook: 2	Wook start data: 6/26	/2019
Menu w		Week start date: <u>6/26/</u>	<u>/2018</u>
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
M	B		What kind was it?
IVI	Ь	Mini pancakes	
			Blueberry whole wheat
			What was the brand name?
			Aunt Jemima
			Was it: ☑ Whole grain-rich
			☐ Enriched
W	L	Bread (Chicken sandwich)	What kind was it?
			White Sandwich
			What was the brand name?
			Nickel's
			Was it: ☐ Whole grain-rich
			☑ Enriched
VEGET	ABLES		
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
М	L	Vegetable	What kind was it?
		_	Baby carrots
			Was it peeled?
			¥ Yes □ No
			What was the form?
			Whole □ Sliced □ Diced □ Shredded
			How was it prepared?
			■ Raw □ Cooked
			If cooked, was it from
			□ Fresh □ Frozen
			☐ Canned/jarred ☐ Dried
			What was the brand name?
			What was the amount served?
			½ cup
FRUITS			
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
F	L	Fruit	What kind was it?
			Applesauce
			What was the form?
			☐ Whole ☐ Sliced ☐ Diced ☐ Shredded
			How was it prepared?
			☐ Fresh ☐ Frozen
			☑ Canned/jarred ☐ Dried If canned/jarred, was it
			☐ Packed in water or unsweetened ☐ Packed in water or unsweetened ☐ Packed in water or unsweetened
			☐ Packed in juice
			☐ Packed in syrup or sweetened
			Was the syrup:
		L	, .

			What was the brand name?
			Motts
MEAT/N	IEAT ALTE	RNATE	
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
М	В	Cheese stix	What kind was it?
			Mozzarella cheese stick
			What was the brand name?
			Poly-O
			Was it:
			☐ Regular ☑ Reduced fat ☐ Fat free
	D	Peanut butter (PBJ Uncrustable)	Was it:
		,	☑ Regular □ Reduced fat
FLUID N	IILK		
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
M	В	Menu was missing milk	Was milk served?
			¥ Yes □ No
			Plain or flavored?
			☑ Plain ☐ Flavored
			Was it: ☐ Regular (Whole or vitamin D)
			☑ Regular (Whole of Vitariiii D) ☑ Reduced fat (2%)
			□ Lowfat (1%)
			☐ Fat free (skim)
ADDITIO	DNAL INGR	EDIENTS: Did the following food	s include ingredients not mentioned in the name of the
food?		3	3
DAY	MEAL	MENU ITEM	ADDITIONAL DETAILS
М	L	Pizza	What kind was it?
			Cheese pizza
			What was the brand name?
			No brand name
			Did it include meat?
			☐ Yes ☑ No
			If yes, what kind of meat was it?
			Was the meat:
			☐ Regular ☐ Lean
			Did it include any vegetables?
			☐ Yes ເ No
			If yes, what kind of vegetable was it?
			Was the vegetable peeled?
			☐ Yes ☐ No
			What was the form of the vegetable?
			☐ Whole ☐ Sliced
			☐ Diced ☐ Shredded
			How was the vegetable prepared? ☐ Raw ☐ Cooked
			If cooked, was it from
			☐ Fresh ☐ Frozen
			☐ Canned/jarred ☐ Dried
Т	В	Ham/Egg Scrambler	Did it include any vegetables?
	-		☐ Yes ☑ No
			If yes, what kind of vegetable was it?
			If yes, what kind of vegetable was it?

☐ Heavy ☐ Light ☐ Extra light