


Child Care
Introduction ..... 2
Banana Smoothie ..... 24
Apple Smiles ..... 25
CRUNCHY, SMOOTH, TASTY (MEAT/MEAT ALTERNATES) Fruit Kabobs and Yogurt Dip ..... 26
Homemade Applesauce ..... 27
Octopus Bubbles ..... 28
Peter Cottontail Salad ..... 29
SPICY, SQUARE, SWEET (GRAINS)
Spiced Apple and Raisin Snack Mix ..... 32
Cereal Munch Mix ..... 33
Tortillas ..... 34
Banana Nut Bread ..... 35
Surprise Crescent ..... 36
Oatmeal Apple Muffin ..... 37
COLD AND REFRESHING (MILK)
Special Notes ..... 40

## INTRODUCTION

Children learn best by doing. Allowing children to take an active part in food preparation increases:
Knowledge of math, science and reading
Improves social skills and manners
Understanding of where food comes from
The likelihood to taste and enjoy all foods
Understanding and improving the child care environment

## TIPS FOR COOKING WITH CHILDREN

Be prepared. Have all ingredients laid out with needed equipment.
Use plastic utensils to guard against breakage.
Use aprons or towels tied around the waist to keep children clean.
Take a moment to explain the ground rules and project.
Start the activity by everyone washing his or her hands.
Demonstrate how to use a knife properly and always supervise.
Do not include a cooking activity that is "deep fried."
If using stove top burners, ovens, or other equipment that will be hot, demonstrate how to use potholders and stay clear of the heat.

Place electrical cords where children cannot trip over them.

## RECIPES

These recipes satisfy the snack components and creditable food/beverage items of the CACFP, for children one through five years of age. Refer to the USDA Food Buying Guide (FBG) for Child Nutrition Program and the Crediting Handbook for the Child and Adult Care Food Program to serve the correct amount per service for each age group and requirement specifications for creditability.

## KEY



Involve Children in Preparation

Good Source of Iron

Low in Fat


# CRUNCHY,SMOOTH, TASTY 

## (MEAT/MEAT ALTERNATE)




## INGREDIENTS

4 each English muffins, split in half, ( 13 gm or 0.5 oz )
1/2 cup tomato sauce
1 teaspoon oregano
4 ounces mozzarella cheese

## EQUIPMENT

Knives
Measuring spoons
Baking sheets
Oven or toaster oven

## DIRECTIONS

1. Split English muffins in half
2. Spread $1 / 2$ tablespoon tomato sauce on each half
3. Sprinkle each half with a pinch of oregano
4. Top with $1 / 2$ ounce mozzarella cheese
5. Place on baking sheet and bake about 10 minutes at $425^{\circ}$
6. Cool completely before serving to children
7. Serve one-half muffin per child

## VARIATION

Try mushrooms, green peppers, or other vegetable toppings.

## SERVES 8

Recipe $=1 / 2$ Grains
1/2 ounce Meat/Meat Alternate

## BIG ROUND NACHOS

## INGREDIENTS

8 each tostado shells
(whole grain or enriched)
( 13 gm or 0.5 oz )
2 ounces cheddar cheese or low fat cheese
$1 / 2$ cup refried beans

## EQUIPMENT

Cheese grater
Knives
Spoons
Bowl
Baking sheet
Oven or toaster oven

## DIRECTIONS

1. Grate cheese and set aside
2. Gently spread each tostado shell with 1 tablespoon refried beans
3. Place on baking sheet and top with grated cheese ( $1 / 4$ ounce on each tostado)
4. Heat at $400^{\circ}$ until cheese melts
5. Serve one tostado per child

## VARIATION

Use soft flour tortillas in place of tostado shells. Roll cheese and beans in tortilla; wrap tortilla in foil and heat in $350^{\circ}$ oven until cheese melts, about 8 minutes.

TUNA SALAD

INGREDIENTS
4 ounces tuna, packed in water
$1 / 3$ cup celery, finely chopped
$1 / 4$ cup reduced fat mayonnaise
or salad dressing
2-3 tablespoons pickle relish
1/2 teaspoon onion
4 slices whole grain bread (or 32 saltine crackers, or 24 pieces melba toast)

EQUIPMENT
Mixing bowls
Knives
Chopping board
Measuring cups

DIRECTIONS

1. Mix tuna, celery, mayonnaise, pickle relish, and onion together in large mixing bowl
2. Serve 1-1/2 tablespoons on any of the grains/breads component food items listed in the ingredient list
3. Serve 3 pieces of melba toast (or 4 crackers, or $1 / 2$ slice whole grain bread) per child
BREAD
25 gm or .9 oz . $=1$ serving
13 gm or $.5 \mathrm{oz} .=1 / 2$ serving
CRACKERS \& MELBA TOAST
20 gm or $.7 \mathrm{oz} .=1$ serving
10 gm or $.4 \mathrm{oz} .=1 / 2$ serving

## CHICKEN SALAD

## INGREDIENTS

4 ounces chicken, cooked, deboned and cubed

2 teaspoons lemon juice
1/4 cup celery, chopped
1/4 cup seedless grapes, halved (or apple, chopped)
1 large egg, cooked, peeled and chopped 1/4 cup almonds, slivered or blanched 1/4 cup mayonnaise (reduced fat)
4 slices whole grain bread (or 32 saltine crackers, or 24 pieces melba toast)

## EQUIPMENT

Mixing bowls
Knives
Chopping board
Measuring cups and spoons

## DIRECTIONS

1. Mix ingredients together in large mixing bowl
2. Serve 1-1/2 tablespoons on any of the grains/breads component food items listed in the ingredient list
3. Serve $1 / 2$ slice whole grain bread (or 4 crackers, or 3 pieces of melba toast) per child

## BREAD

25 gm or $.9 \mathrm{oz} .=1$ serving
13 gm or $.5 \mathrm{oz} .=1 / 2$ serving

## CRACKERS \& MELBA TOAST

20 gm or . $7 \mathrm{oz} .=1$ serving
10 gm or $.4 \mathrm{oz} .=1 / 2$ serving

## CHILI BEAN DIP AND CARROT STICKS

## INGREDIENTS

1 cup kidney or pinto beans, cooked 1 teaspoon vinegar or lemon juice 1/4-1/2 teaspoon chili powder 1/4-1/2 teaspoon cumin 1 teaspoon onion, diced 1 pound carrot sticks

## EQUIPMENT

Mixing bowl
Measuring cups and spoons
Potato masher

## DIRECTIONS

1. Place beans in a bowl, and mash with a potato masher or fork
2. Add lemon juice or vinegar and spices and mix well
3. Serve 2 tablespoons of dip with $1 / 2$ cup carrot sticks per child
```
SERVES }
Recipe = 1/2 ounce Meat/Meat Alternate
    1/2 cup Vegetable
```


## DELICIOUS COTTAGE CHEESE DIP

## INGREDIENTS

8 ounces cottage cheese (low fat) 3 tablespoons plain yogurt (low fat)
2 tablespoons cheddar cheese
1 tablespoon dill weed
2 teaspoons Worcestershire sauce
1 teaspoon salt
1 teaspoon celery seed (optional)

## EQUIPMENT

Mixing bowl
Measuring cups and spoons
Mixing spoon

## DIRECTIONS

1. Mix cottage cheese with yogurt and cheddar cheese
2. Add spices and stir until mixed well
3. Serve 1 ounce with another snack component (such as a grains/breads or vegetable) per child
```
SERVES }
Recipe = 1/2 ounce Meat/Meat Alternate
```


## CHEESY CRITTERS

## INGREDIENTS

8 slices whole wheat bread
8 each natural cheese (1 ounce slices)

## EQUIPMENT

Cookie cutters (any shape)

## DIRECTIONS

1. Cut cheese with various cookie cutter shapes and place on bread
2. Toast or eat as is!
3. Serve one slice per child

## BREAD

25 gm or . $9 \mathrm{oz} .=1$ serving
13 gm or $.5 \mathrm{oz} .=1 / 2$ serving

## CRACKERS \& MELBA TOAST

20 gm or $.7 \mathrm{oz} .=1$ serving
10 gm or $.4 \mathrm{oz} .=1 / 2$ serving

```
SERVES }
Recipe = 1 Grains
    1 ounce Meat/Meat Alternate
```


## ANTS ON A LOG

## INGREDIENTS

1/2 cup peanut butter (creamy)
8 stalks celery (about 4-6 inches long) (. 75 pound)

2 cups raisins

## EQUIPMENT

Knives
Spoons

## DIRECTIONS

1. Spread 1 tablespoon of peanut butter on each celery stalk
2. Place $1 / 4$ cup of raisins on top of peanut butter
3. Serve one celery stick per child

## PEANUT BUTTER AND APPLE TRIANGLES

## INGREDIENTS

4 slices whole wheat bread ( 25 gm or $.9 \mathrm{oz} .=1$ serving; 13 gm or $.5 \mathrm{oz} .=1 / 2$ serving)
$1 / 2$ cup peanut butter, creamy
$1 / 2$ cup apple, chopped

## EQUIPMENT

Knives
Cutting board
Spatula

## DIRECTIONS

1. Cut each slice of bread diagonally to form triangles
2. Mix peanut butter and apples together
3. Spread 1 tablespoon of mixture on each bread triangle
4. Top with another bread triangle
5. Serve one triangle per child
```
SERVES }
Recipe = 1/2 Grains
    1/2 ounce Meat/Meat Alternate
    1/8 cup Fruit
```


## HOMEMADE PEANUT BUTTER

## INGREDIENTS

8 ounces peanuts, roasted unsalted (or roast raw peanuts at $300^{\circ}$ for 40 minutes)

2 tablespoons vegetable oil
1/4 teaspoon salt
4 slices whole grain bread (or 32 saltine crackers, or 24 pieces of melba toast)

## EQUIPMENT

Blender or food processor
Spatula
Spoons
Measuring spoons

## DIRECTIONS

1. Hull roasted peanuts
2. Put 1 cup peanuts in blender or food processor
3. Add oil and salt, and grind until smooth
4. Place 1 tablespoon of homemade peanut butter on any of the grains/breads component food items listed in the ingredient list
5. Serve $1 / 2$ slice whole grain bread (or 4 crackers, or 3 pieces of melba toast) per child

## BREAD

25 gm or . $9 \mathrm{oz} .=1$ serving
13 gm or $.5 \mathrm{oz} .=1 / 2$ serving
CRACKERS \& MELBA TOAST
20 gm or $.7 \mathrm{oz} .=1$ serving
10 gm or $.4 \mathrm{oz} .=1 / 2$ serving

## SERVES 8

Recipe $=1 / 2$ Grains
1/2 ounce Meat/Meat Alternate

## TUNA TREATS

## INGREDIENTS

8 ounces tuna (water packed)
1 large egg
1 slice dry whole grain bread, crumbled (or 1/4 cup bread crumbs)
$1 / 2$ cup peas, frozen
1/3-1/2 cup grated cheese

## EQUIPMENT

Mixing bowl
Measuring cup
Muffin tins

## DIRECTIONS

1. Spray muffin tins with non-stick spray
2. Mix ingredients; use a \#8 scoop/disher and place into 8 muffin tins
3. Sprinkle with grated cheese
4. Bake at $350^{\circ}$ for 15 to 20 minutes
5. Serve one muffin per child
```
SERVES }
Recipe = 1 ounce Meat/Meat Alternate
```




# SWEET, CRUNCHY, JUICY <br> - (VEGETABLE AND FRUIT:) 

## BANANA SURPRISE

## INGREDIENTS

8 each bananas (petite whole; 3 lb )
16 squares graham crackers
1/2 cup creamy peanut butter

## EQUIPMENT

Popsicle sticks (8 each)
Bags (zip-lock type) (8 each)
Cutting board
Knife
Cookie sheet
Freezer compartment

## VARIATION

Substitute 2 tablespoons of honey and 2 tablespoons of orange juice for the peanut butter, then dip in crushed cereal instead of graham crackers.

## BREAD

25 gm or $.9 \mathrm{oz} .=1$ serving 13 gm or $.5 \mathrm{oz} .=1 / 2$ serving

## CRACKERS \& MELBA TOAST

20 gm or $.7 \mathrm{oz} .=1$ serving
10 gm or $.4 \mathrm{oz} .=1 / 2$ serving

## DIRECTIONS

1. Place 2 squares graham crackers in zip-lock bag and seal
2. Crush the graham crackers in the bag by kneading the bag in your hands and pressing on a flat surface
3. Cut bananas in half
4. Insert a popsicle stick into each cut side of the banana
5. Spread a thin coating of peanut butter onto each banana, then dip banana into the graham cracker crumbs
6. Remove banana popsicle from bag and put on a cookie sheet and place in the freezer
7. Freeze and eat
8. Two banana pops per child
```
SERVES }
Recipe = 1/2 cup Fruit
```


## FRUITSICLES

## INGREDIENTS

3 cups 100\% fruit juice
(apple, orange, grape, etc.)
1 cup canned fruit in natural juices
(cocktail, pears, peaches, apricots, etc.)

## EQUIPMENT

## Measuring cups

Food mill or grinder, blender, food processor

Disposable 5-ounce cups
(5-ounce size, 8 each)
Popsicle sticks (8 each)
Plastic wrap

## DIRECTIONS

1. Pour juice and canned fruit into blender, food mill, or processor
2. Mix juice and fruit together and pour 4 ounces ( $1 / 2$ cup) into paper cups
3. Cover with plastic wrap, slit a hole in center of wrap, and insert popsicle stick into hole
4. Freeze until hard
5. Tear away cup to eat
6. Serve one paper cup per child
```
SERVES }
Recipe = 1/2 cup Fruit (juice)
```


## APPLE SALAD

## INGREDIENTS

2 cups celery, diced
2 cups apple, diced
1/2 cup raisins
1/3 cup mayonnaise (reduced fat) mixed with 1 tablespoon milk
Romaine lettuce leaves (dark leafy green)

## EQUIPMENT

Mixing bowls
Measuring cups
Knives
Cutting board
Spoons

## DIRECTIONS

1. Mix all ingredients together in mixing bowl
2. Serve $1 / 2$ cup on lettuce leaf, one per child

## BERRY BANANA COOLER

## INGREDIENTS

110 oz. pkg frozen strawberries, partially thawed
1-1/2 cups orange juice
1-1/2 cups lemonade
2 medium (. 5 lb ) bananas (ripe), cut into chunks

## EQUIPMENT

Measuring cups
Knife
Cutting board
Blender or food processor
Paper cups (6-ounce size, 8 each)

## DIRECTIONS

1. Place all ingredients in a blender or processor and blend until smooth
2. Pour mixture into 6 ounce cups
3. Serve one paper cup per child
```
SERVES }
Recipe = 1/2 cup Fruit (juice)
```


## BANANA SMOOTHIE

## INGREDIENTS

4 cups orange juice, chilled
4 each bananas, petite whole, 1.5 lb
1/2 teaspoon vanilla extract

## EQUIPMENT

Measuring cups
Measuring spoons
Blender or food processor
Paper cups (6-ounce size, 8 each)

## DIRECTIONS

1. Place all ingredients in a blender or processor and blend until smooth
2. Pour 4 ounces of banana smoothie in each cup
3. Serve one paper cup per child
```
SERVES }
Recipe = 1/2 cup Fruit (juice)
```


## APPLE SMILES

## INGREDIENTS

8 each red apples (about 2-1/2 inches in diameter, 2.25 lb ) 8 tablespoons peanut butter Miniature marshmallows

## EQUIPMENT

Cutting board
Knives

## DIRECTIONS

1. Wash apples, slice in half and remove cores
2. Slice each apple into 8 slices
3. Spread peanut butter on one side of each slice of apple
4. Place three or four marshmallows (teeth) on top of the peanut butter
5. Top with another apple slice, (peanut butter side down), and press slightly together to complete the smile
6. Serve one apple per child
```
SERVES }
Recipe = 1/4 cup Fruit
    1/2 ounce Meat/Meat Alternate
```


## FRUIT KABOBS AND YOGURT DIP

## INGREDIENTS

4 cups fresh, frozen, or canned fruit in natural juice (apple, bananas, cantaloupe, cherries, grapes, honeydew melon, peaches, pineapple, strawberries, watermelon)
8 ounces yogurt, plain or vanilla (low fat)
2 tablespoons frozen orange juice concentrate
1/2 teaspoon cinnamon

## EQUIPMENT

Knives
Cutting boards
Toothpicks or skewers
Mixing spoons
Measuring spoons
Mixing bowls

## DIRECTIONS

1. Clean fresh fruits and remove seeds, pits, etc.
2. Cut fruit into $1 / 2$ inch squares or use a melon baller
3. Arrange fruits attractively on a platter
4. Choose at least five pieces of fruit and place on skewer or toothpicks (may need more than one)
5. Mix yogurt, orange juice and cinnamon
6. Serve one fruit kabob with 1 ounce of yogurt dip

## VARIATIONS

Try other flavorings instead of cinnamon in the yogurt such as vanilla, nutmeg, and coconut extract.

## HOMEMADE APPLESAUCE

## INGREDIENTS

8 each apples
(about 2-1/2 inches in diameter, 2.25 lb )
3 tablespoons honey
2 teaspoons cinnamon

## EQUIPMENT

Knives
Cutting board
Measuring spoon
Mixing spoon

## DIRECTIONS

1. Peal the apples and chop into small chunks
2. Place apples in sauce pan and cook in 1/2 inch of water
3. Add honey, boil and stir
4. Cook until apples are tender, about 15 minutes
5. Stir apples to create a chunky applesauce or put in a blender and puree for smooth applesauce
6. Pour $1 / 2$ cup applesauce into bowls or cups and sprinkle with cinnamon
7. Serve $1 / 2$ cup per child
```
SERVES }
Recipe = 1/2 cup Fruit
```


## OCTOPUS BUBBLES

## INGREDIENTS

4 cups 100\% fruit juice (pineapple or white grape fruit juice) 2 cups club soda

## EQUIPMENT

Glasses or cups

## DIRECTIONS

1. Pour 4 ounces ( $1 / 2$ cup) chilled juice into a glass
2. Top off with a splash of club soda
3. Serve one glass per child
```
SERVES }
Recipe = 1/2 cup Fruit (juice)
```


## PETER COTTONTAIL SALAD

## INGREDIENTS

8 each romaine lettuce leaves (dark leafy green) 1/4 pound 16 each pear halves natural juice No. 2 - 1/2 can (29 oz) + No. 303 can (15 oz)
32 each cloves or raisins
32 each almonds (optional) or olive halves 1 cup cottage cheese

## DIRECTIONS

1. Place a pear half (round side up) on a leaf of lettuce (core side down)
2. Add 2 cloves (or raisins) for eyes and 2 almonds (or olive halves) for ears
3. Place 1 ounce of cottage cheese (at the end of the pear half) for the tail
4. Serve one rabbit for $1 / 4$ cup fruit and two rabbits for $1 / 2$ cup fruit serving

## EQUIPMENT

Melon baller or spoon

```
SERVES }
Recipe = 1/4 cup Fruit
1/2 ounce Meat/Meat Alternate
```



## STct

SPICY, SQUARE, SWEET

## SPICED APPLE AND RAISIN SNACK MIX

## INGREDIENTS

4 cups whole grain oat squares cereal
4 cups cinnamon square cereal
3 cups dried apple chunks, firmly packed, $1 / 2 \mathrm{lb}=$ about 2.6 cups
1-1/2 cups raisins
1-2 teaspoons cinnamon

## EQUIPMENT

Mixing bowl
Measuring cups and spoons
Mixing spoons
Zip-lock bags

## DIRECTIONS

1. Place dried apple chunks into zip-lock bag and add cinnamon
2. Close bag and shake to mix cinnamon and dried apples
3. Mix remaining ingredients and dried apples together
4. Store tightly covered in refrigerator up to 5 days
5. Serve one cup per child
```
SERVES 10
Recipe = 3/4 cup cereal = 1 Grains
    1/4 cup Fruit
```


## CEREAL MUNCH MIX

## INGREDIENTS

8 cups alphabet, toasted oat circles, or toasted rice squares cereal
1/2 cup nuts, finely chopped
1 cup dried apple slices
1 cup dried apricots, chopped
1 cup raisins
1/2 cup mini chocolate chips

## EQUIPMENT

Measuring cups and spoons
Knives
Chopping board
Mixing spoons

## DIRECTIONS

1. Combine all ingredients in a bowl
2. Toss lightly to mix
3. Serve one cup per child
```
SERVES }
Recipe = 3/4 cup cereal = 1 Grains
    1/4 cup Fruit
```


## INGREDIENTS

1 cup enriched flour
1/2 teaspoon salt
1/2 teaspoon baking powder
1 tablespoon shortening
1/3 cup warm milk

## EQUIPMENT

Measuring cups and spoons
Mixing bowl
Mixing spoon
Skillet (preferably cast iron)

## DIRECTIONS

1. Mix flour, salt, baking powder and shortening
2. Slowly add warm milk to flour mixture and knead 4 to 5 minutes
3. Form 6 to 7 one ounce balls of dough
4. Flatten or roll to $1 / 4$ inch thick
5. Place on lightly greased hot skillet (may use non-stick spray)
6. Turn from side to side until lightly brown
7. Serve one tortilla per child
```
SERVES 6-7 TORTILLAS
Recipe = 1Grains
```


## BANANA NUT BREAD

## INGREDIENTS

4 each bananas（petite whole； 1.5 lb ）
1／2 cup brown sugar
1 large egg
1－1／2 cups whole wheat flour
3／4 cup enriched flour
1－1／2 teaspoons baking soda
1 teaspoon vanilla
1 cup nuts，chopped
1／4 cup margarine，melted
2 tablespoons milk

## EQUIPMENT

Mixing bowl
Mixing spoon
Measuring cups and spoons
Loaf pan（8－1／2＂x 4－1／2＂x 2－1／2＂）
Knife
Cutting board

## DIRECTIONS

1．Mix all ingredients in the order listed
2．Mix well
3．Pour into greased and floured bread loaf pan
4．Bake at $350^{\circ}$ for $40-45$ minutes
5．Cut eight one inch slices
6．Serve one slice per child

## SURPRISE CRESCENT

## INGREDIENTS

1 package refrigerated crescent rolls (12/container) ( 25 gm or . 9 oz . $=1$ serving; 13 gm or . 5 oz. = 1/2 serving)

1/2 cup raisins or other dried fruit such as apricots, etc.
1/2 cup dry cereal or granola
1/2 cup nuts, finely chopped

## EQUIPMENT

Cutting board
Knife
Measuring cups
Cookie sheet

## DIRECTIONS

1. Separate triangles of dough and lay onto cutting board
2. Combine raisins, dry cereal, and nuts to make a filling
3. Scoop 1-1/2 tablespoons of the filling mixture onto triangles
4. Roll up and place on lightly greased baking sheet
5. Bake according to directions on crescent roll package
6. Serve one crescent roll per child

## INGREDIENTS

3/4 cup rolled oats (quick cooking)
3/4 cup + 2 tablespoons milk
1 large egg
2 tablespoons oil
2 tablespoons molasses
3/4 cup apple, grated
1-1/4 cups enriched flour
1 tablespoon baking powder
1/2 teaspoon cinnamon
Dash salt

## EQUIPMENT

Mixing bowl
Measuring cups and spoons
Mixing spoons
Grater
Muffin tin

## DIRECTIONS

1. Preheat oven to $400^{\circ}$
2. Grease 12 muffin tins or use muffin liners
3. Place oats in a mixing bowl and pour milk over oats and let soak 15 minutes
4. Add egg, oil, molasses, and apple
5. Mix until lumpy
6. Fill muffin tin $3 / 4$ full and bake for 20 minutes
7. Serve one muffin per child


# COLD AND REFRESHING <br> <br> (MILK) 

 <br> <br> (MILK)}

Fluid pasteurized milk is the only creditable milk item for the milk component in child care. Milk is required at breakfastandunch/supper in child care Children ages 12 mönthsthrough 23 months must be served whole unflavored milk. C̈hildren age 2 years through 5 years must be served fíu-
 offered low-fat'or honfat flavored milk. Milk will contain vitamins $A$ and $D$ that is consistent with state and local standards: At the snack meal, milk is optional as one of the two components for a reimbursable meal.

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.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, 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:
mail:
U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
fax: (202) 690-7442; or email: program.intake@usda.gov.
This institution is an equal opportunity provider.


