

Food and Nutrition Service (FNS)
HealthierUS School Challenge
Recognizing Excellence in Nutrition and Physical Activity

General Information

Public reporting burden for this collection of information is estimated to average 2 hours 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 Service, Office of Research and Analysis, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584 - 0524). Do not return the completed form to this address.

Tips for Completing Application:

1. You can submit your application two ways:
 - a. Submit the application and supporting documentation in a 3-ring binder to your State Child Nutrition Agency.
 - b. Submit the application and supporting documentation electronically to hussc@ars.usda.gov.
2. When more space is needed to accommodate for additional days of the week or to provide more information, schools and residential child care institutions (RCCI's) can attach additional pages as needed.
3. Multiple schools can apply under the same district application when all of the following apply:
 - a. The same nutrition education, physical education, and physical activities are provided or offered (according to the grade level).
 - b. The same Smart Snacks foods and beverages were sold throughout the cafeteria and/or school campus. Submit:
 - i. One Smart Snacks Worksheet with a listing of foods available and
 - ii. One set of supporting documentation.
 - c. Each individual school follows the district's wellness policy.

In addition, each school must submit a Smarter Lunchroom Self-Assessment Score Card, an individual School Wellness Policy Worksheet (if applicable) and complete the Other Criteria for Excellence Checklist, which are both included in the online application. If a district finds that their schools have the same menu with corresponding foods served, but has different nutrition education, physical education, physical activities, Smart Snacks, or wellness policies, they can still apply as a district, but must make note of those items that differ among the schools and submit additional documentation for those schools with the district application.

Each District should submit an Application Cover Sheet reflecting the name of the District with a completed District School List form, Smart Snacks Worksheet that includes a la carte information and vended items (unless they are the same throughout the district), Smarter Lunchroom Self-Assessment Score Card, Nutrition Education and Physical Education/Activity Worksheets, School Wellness Policy Worksheet, a copy of each school's wellness policy (unless it is a district wellness policy), and Other Criteria for Excellence Checklist.

School Name: _____

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Food and Nutrition Service (FNS)
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Application Cover Sheet

Application for: Bronze Silver Gold Award Gold Award of Distinction

***The school name on the Award Certificate will be typed exactly as written in the School Name section below.** Please ensure that the entire name with any appropriate punctuation is clearly indicated. Award Certificates will not be reprinted due to an incorrect or illegible school name.

PRINT OR TYPE ALL INFORMATION

*School Name	
School District	
School Address	
Grades in School	
Contact Person's Name and Title	
Contact Person's Phone Number & Email	
Date Submitted to State Agency	

FOR OFFICE USE ONLY

State

State Child Nutrition Director Approval: _____
Signature Date

Reviewed by: _____ Phone: _____

Reviewer's Email: _____

Email of the State Child Nutrition Director: _____

Regional Office

FNS Region: _____ Reviewed by: _____

Child Nutrition Director Approval: _____
Signature Date

FNS Headquarters (HQ)

Application received HQ: _____ Reviewed by: _____

Decision/Date: _____ Award period: _____

School Name: _____

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Application for HUSSC

General Criteria	Yes	No
<p>Are you a Team Nutrition School? (Check our Team Nutrition directory at: http://teamnutrition.usda.gov/schoolsdb/srchpage.asp). Print and enclose a copy of each school(s) Team Nutrition enrollment form. If your school is not a Team Nutrition School, complete the Online Enrollment Form and submit a copy with your HUSSC application.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Have all corrective actions from your school's most recent State review of your school meals program been completed? If not, please contact your State Agency.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is your school currently meeting school meal pattern requirements for the National School Lunch Program and School Breakfast Program as specified in 7 CFR 210 and 220?</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is your School Food Authority certified to receive the additional six cent performance-based reimbursement (Healthy Hunger-Free Kids Act 2010)?</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is your school implementing Smarter Lunchroom techniques in six areas (Fruits, Vegetables, Entrées, Milk, Sales of Reimbursable Meals, and School Synergies) as defined on the Smarter Lunchrooms Self-Assessment Scorecard (). The number of techniques from the scorecard that the school must implement is dependent upon the award level. Documentation that the school is meeting this criteria shall include a copy of the completed score card and a brief summary with 2-3 photos describing the school's overall Smarter Lunchroom effort.</p> <ul style="list-style-type: none"> - Bronze applicants must select at least 30 actions items. - Silver/Gold applicants must select 50 action items. - Gold Award of Distinction applicants must select 70 action items. 	<input type="checkbox"/>	<input type="checkbox"/>
<p>Does your school meet the Average Daily Participation (ADP) criteria for breakfast and lunch?</p> <p>Bronze – No ADP required.</p> <p>Breakfast: Elementary and Middle School: Silver 20%, Gold and Gold Award of Distinction 35% High School: Silver 15%, Gold and Gold Award of Distinction 25%</p> <p>Lunch: Elementary and Middle School: Silver 60%, Gold and Gold Award of Distinction 75% High School: Silver 45%, Gold and Gold Award of Distinction 65%</p> <p>List ADP for Breakfast calculated based on attendance: _____</p> <p>Month/Year: _____</p> <p>List ADP for Lunch calculated based on attendance: _____</p> <p>Month/Year: _____</p>	<input type="checkbox"/>	<input type="checkbox"/>

The State Agency and FNS reserve the right to verify all information on the application and reject applications that are incomplete or otherwise fail to provide factual information.

School Name: _____

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Smart Snacks Worksheet

All Award Levels: Must meet *Smart Snacks in School Nutrition Standards*. All foods and beverages sold to students during the school day* meet or exceed the USDA's nutrition standards for all foods and beverages sold to students (commonly called Smart Snacks in School). This includes a la carte, vending, school stores, snack or food carts and any food-based fundraising (school follows fundraising exemptions and guidance set by their State agency, which also must adhere to the federal Smart Snacks in School requirements).

Use the Smart Snacks Calculator to analyze foods and beverages sold to students during the school day (<http://healthymeals.nal.usda.gov/smartsnacks>). Provide a copy of calculator results, along with product nutrition facts labels and ingredient statements with the HUSSC application.

Additional Smart Snacks Criteria

Bronze and Silver

Meet Smart Snacks criteria as defined in 7 CFR Parts 210 and 220.

The school offers training on Smart Snacks criteria annually to all individuals who are involved in the sale of foods to students on the school campus during the school day. Use the space provided below to briefly describe the training that is offered.

The school does not advertise or market foods and beverages that do not meet Smart Snacks criteria to students (e.g., signs and marketing materials promoting these foods are not visible to students on the school campus during the school day). Documentation of meeting these criteria includes evidence of a written policy and/or writing communication/training for school staff and parent organizations. Describe below how the school meets these criteria and provide documentation with HUSSC application.

Gold

Meets criteria for Bronze/Silver and

The school only permits food-related fundraisers that meet USDA's Smart Snacks standards, even if the State allows exemptions. Provide a brief statement to explain how the school meets these criteria with a list of food-related fundraisers and product labels and ingredient statements (if applicable).

School Name: _____

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Smart Snacks Worksheet continued

If foods and beverages are sold to students on the school campus at events outside of the school day (e.g., sporting events, after-school activities, award ceremonies), then water, fruits, and/or vegetables are also offered and promoted as options. Documentation of meeting these criteria includes a written school policy and/or instructions for those that sell foods to students on the school campus. Provide a brief statement below and a copy of this documentation and/or instructions with the HUSSC application as evidence that the school is meeting the criteria.

Gold Award of Distinction

Meets Gold criteria and

The majority (greater than 50%) of school-sponsored fundraising events conducted outside of the school day includes only non-food items or only foods and beverages that meet or exceed USDA's Smart Snacks in School nutrition standards. Documentation includes list of school-sponsored fundraisers during the past year and written policy or guidance. Submit documentation with HUSSC application.

School Name: _____

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Nutrition Education Worksheet

*Healthy School Program (HSP) Award Recipients: Submit a copy of your HSP National Recognition Award from the Alliance for a Healthier Generation in lieu of completing this section.

Elementary Schools:

Is nutrition education provided to all full-day students in all grades? Yes No

Briefly describe how nutrition education is provided to students in all grades and:

- Is part of a structured and systematic unit of instruction.
- Incorporates Team Nutrition curricula and materials.
- Utilizes multiple channels of communication, including the classroom, cafeteria, and home/parents.

Middle Schools:

Briefly describe below how nutrition education is offered to:

- Bronze/Silver: Middle school students in at least one grade during the school year.
- Gold/Gold Award of Distinction: Middle school students in at least two grades during the school year.
- All award levels must incorporate the latest Dietary Guidelines and MyPlate and incorporate Team Nutrition materials.

High Schools:

Briefly describe below how nutrition education is offered to:

- High school students in at least two courses required for graduation and nutrition education is part of a structured and systematic unit of instruction with the two courses. List the courses below.
- Utilizes multiple channels of communication, including the classroom, cafeteria, and home/parents.
- Must be consistent with the Dietary Guidelines for Americans and MyPlate.

Grades	Description of Nutrition Education Efforts

School Name: _____

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Physical Education Worksheet – Elementary Schools

*Healthy School Program (HSP) Award Recipients: Submit a copy of your HSP National Recognition Award from the Alliance for a Healthier Generation in lieu of completing this section. *Let’s Move Active Schools (LMAS) Award Recipients: Submit a copy of your LMAS Recognition Award in lieu of completing this section.

Does your school provide physical education classes to *all full-day* students throughout the school year?

Yes No

Bronze/Silver: A minimum average of 45 minutes* physical education per week.

Gold Award: A minimum average of 90 minutes* physical education per week.

Gold Award of Distinction: A minimum average of 150 minutes* per week.

* Up to 20 minutes (Bronze/Silver) and up to 45 minutes (Gold/Gold Award of Distinction) of the PE requirement may be met by providing structured physical activity planned by a certified PE teacher and implemented by a classroom teacher or school administrator. All students must participate in the physical activities, which must be at least moderate-intensity and in increments of at least 10 minutes. If utilizing the structured physical activity option, you must provide a description below.

Grades	List the average number of minutes/week that physical education is provided throughout the school year for each grade circled above.	Description of Physical Education Offered

School Name: _____

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Physical Education Worksheet – Middle and High Schools

*Healthy School Program (HSP) Award Recipients: Submit a copy of your HSP National Recognition Award from the Alliance for a Healthier Generation in lieu of completing this section. *Let’s Move Active Schools (LMAS) Award Recipients: Submit a copy of your LMAS Recognition Award in lieu of completing this section.

Middle School: Briefly describe below how your school offers structured physical education classes to at least two grades.

High School: Briefly describe below how your school offers structured physical education classes in at least two courses. List the courses below.

Grades	Description of Physical Education Offered

School Name: _____

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Physical Activity Worksheet

*Healthy School Program (HSP) Award Recipients: Submit a copy of your HSP National Recognition Award from the Alliance for a Healthier Generation in lieu of completing this section. *Let’s Move Active Schools (LMAS) Award Recipients: Submit a copy of your LMAS Recognition Award in lieu of completing this section.

Elementary Schools: Describe the additional daily physical activity opportunities provided to students (such as recess). Indicate time allotted for any routine activities. If the physical activity was used as “Structured Physical Activity” for counting towards the PE requirement, it cannot be listed here also.

Middle and High Schools: Describe how school provides students in all grades opportunities to participate in physical activity (intramural/interscholastic sports or activity clubs) and actively promotes participation in physical activities to all students throughout the school year.

Grades	Describe Physical Activity Provided

School Name: _____

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School Wellness Policy Worksheet

Provide a copy of the school's local wellness policy with the HUSSC application. If following a district wellness policy, provide a copy.

List three ways your school is working to meet School/District Wellness policy goals. For example, completing and reporting the results of the School Health Index Self-Assessment process (<http://www.cdc.gov/healthyyouth/shi/index.htm>), including local wellness policy goals in your school improvement plan, school wellness committee meets every other month, etc.

- 1.
- 2.
- 3.

Describe how parents, students, school administration and staff, and the community are involved in the implementation of the School/District Wellness Policy at your school.

If your school has implemented wellness practices that are stricter than what is stated in your school district's local wellness policy, please explain.

Briefly describe how your school demonstrates a commitment to neither deny nor require physical activity as a means of punishment. (For example, students who misbehave are not denied recess).

Briefly describe how school demonstrates a commitment to prohibit the use of food as a reward. (For example, food is not used to reward students for good behavior or for the completion of an assignment).

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Other Criteria for Excellence Checklist

Select from any option and submit supporting documentation with the application:

Bronze: Must select at least two of the 14 options.

Silver: Must select at least four of the 14 options.

Gold: Must select at least six of the 14 options.

Gold Award of Distinction: Must select at least eight of the 14 options.

Program Outreach Excellence

School implements innovative practices to increase SBP participation, such as Breakfast in the Classroom, Grab and Go options, or vended reimbursable breakfasts. Provide a brief description and (if available) photo*.

School operates an afterschool program that participates in the Afterschool Snack Program or at-risk afterschool meals component of the Child and Adult Care Food Program (CACFP). Provide a brief description.

If percentage of free- or reduced-students is 50% or more, Summer Food Service Program is available. Provide a brief description.

Implement the Community Eligibility Provision (CEP), if economically feasible. (For more information on CEP, select this link <http://www.fns.usda.gov/schoolmeals/community-eligibility-provision>).

School Food Service Excellence

School Food Service Manager is a certified food handler (local or national certification). Provide a copy of certification.

School Nutrition Program Director meets or exceeds the minimum education standards required by the Professional Standards proposed rule requirements.

All school nutrition program directors, managers, and staff meet or exceed the annual continuing education/training hours required by the Professional Standards proposed rule requirements.

School is implementing at least one aspect of the Farm to School initiative (schools may choose one or more):

- Local and/or regional products are incorporated in to the school meal program
- Messages about agriculture and nutrition are reinforced throughout the learning environment
- School hosts a school garden
- School hosts field trips to local farms
- School utilizes promotions or special events, such as tastings, that highlight the local/regional products.

School has joined the U.S. Food Waste Challenge to recognize efforts to reduce food waste.

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Other Criteria for Excellence Checklist continued

Excellence in School and Community Involvement in Wellness Efforts

Provide annual training to before and afterschool program staff on physical activity and nutrition. Provide a brief description.

All school staff receives annual training on wellness policies and ways to promote nutrition and physical activity. Provide a brief description.

School partners with one or more community groups or SNAP Education providers to promote wellness. Provide a brief description and include names of specific community groups.

Students are engaged (via student advisory council, student wellness team, or similar student interest groups) in wellness efforts and have the opportunity to provide input on school food, marketing of school meals, and physical activity options. Input from students (when feasible) should be taken and put into action.

School informs public on amount of time allotted for eating lunch. Solicits inputs from students and community members on the amount of time that is adequate for eating lunch. Provide a brief description.

The school offers an afterschool class, workshop, or club for students or families focused on healthy cooking techniques. These types of events could take place weekly, monthly, quarterly, or seasonally.

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Review Committee Verification Form
For simplified school district applications only

Please read the following statement and add your name and date below if you agree:

We have reviewed this application, and we agree that our school meals are healthy and appealing to our students. We attest to the accuracy of the information provided in this application and attest that it applies to all schools in the district unless otherwise noted. We agree to maintain the nutrition excellence and physical education/activity standards and procedures indicated in this application for the duration of our certification as a HUSSC awardees. Furthermore, we agree to cooperate with USDA and other organizations, upon request, to publicize our efforts.

Superintendent Name	Email Address	Date
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District Food Service Authority Name/Address	Email Address	Date
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Representative of the District's Parent Organization	Email Address	Date
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Please submit your completed application and documentation to your State Child Nutrition Agency.

Public reporting burden for this collection of information is estimated to average 2 hours 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 Research and Analysis, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-0524). Do not return the completed form to this address.

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Application Check-off Sheet

Please include the following information in your Application:

- Cover Sheet (pg 2)
- Table of Contents (pg 3)
- Application Form (pg 4)
- Smart Snacks Worksheet (pg 5-6)
- Nutrition Education Worksheet (pg 7)
- Physical Education/Activity Worksheet (pg 8-10)
- Wellness Policy Worksheet (pg 11)
- Other Criteria for Excellence Checklist (pg 12-13)
- Review Committee Verification Form (pg 14-15)
- Copy of the School Wellness Policy and Team Nutrition Verification

**Thank you for applying for the HealthierUS School Challenge.
For more information, visit the Team Nutrition Website:
www.teamnutrition.usda.gov**

School Name: _____