**Food, Body, and Mind Award Application: Schools**

**Instructions**

Office of Superintendent of Public Instruction (OSPI) recognizes Washington State schools', childcare institutions', and non-profit organizations' extraordinary efforts to promote and support child nutrition and wellness.

Awarded applicants will be recognized on the OSPI Child Nutrition website and receive an award certificate signed by the OSPI Director of Child Nutrition Services. Award status lasts for 3 years following the notification of award receipt. Applications can be submitted any time and awards are distributed on an ongoing basis.

Complete all required sections of this form and email it to Bianca.smith@k12.wa.us when you are finished. OSPI will follow up with applicants within two months to notify them of award receipt, or if additional clarification is needed to validate an award.

If you have any questions about the application or award, email Bianca Smith at bianca.smith@k12.wa.us.

# Applicant Information

**1) Under which USDA Child Nutrition Program will you be applying for an award?
Note: Your organization must be an existing sponsor of this program to apply for an award; for an SFSP award, you must have operated the program within the last year.\***

[ ]  National School Lunch and Breakfast Programs (NSLP/SBP)

[ ]  Child and Adult Care Food Program (CACFP)

[ ]  Summer Food Service Program (SFSP)

**2) Name of Your School District/Sponsoring Organization:**

**3) Name of Applicant School/Institution/Site (or type NA if you are only applying for sponsor-level USDA Foods Entitlement Award):**

**4) Name of contact person to be notified with application follow-up questions and award notification:**

**5) Contact person's role/affiliation with applicant school/institution/meal site:**

**6) Contact Person Email:**

**7) Contact Person Phone Number:**

# Application

**8) Which Food, Body, and Mind Award(s) is/are this school applying for?**

[ ]  Farm to School

[ ]  Nutrition Education

[ ]  USDA Foods Entitlement (District Level Award)

[ ]  Smarter Lunchrooms

[ ]  Innovative Menus

[ ]  School Wellness Best Practices

[ ]  Environmental Sustainability

# Farm to School Award:

**9) Is at least one school or district representative a member of the Washington Farm to School Network? \*Required for ALL applicants in the Farm to School category**

[ ]  Yes - Name of member:

**10) Please check all items that apply to the applicant school.

Criteria must have been implemented and maintained throughout the last calendar year or the previous school year in order to be considered for a Farm to School award.

Meet 3 - 5 criteria = Bronze Award
Meet 6 - 8 criteria = Silver Award
Meet 9+ criteria    = Gold Award**

[ ]  Foods procured directly from a farm were served on the menu

[ ]  Local foods were procured from a distributor and served in school meals

[ ]  Sourced school meal ingredients from a school garden/school farm

[ ]  Sourced school meal ingredients from FFA program

[ ]  Highlighted WA grown foods when served

[ ]  Did Harvest of the Month

[ ]  Participated in Taste Washington Day

[ ]  Did taste-tests of local foods with students

[ ]  Hosted farmer for presentation, lunch or event

[ ]  Shared information about farm to school with school community

[ ]  A unit of instruction or other formal educational opportunity was provided to students about agriculture

[ ]  Foodservice staff responsible for preparing meals for this school attended a farm to school or scratch cooking training

[ ]  School operated a summer meals program and participated in Farm to Summer activities

[ ]  Student groups/classrooms were engaged in school gardening activities (school or community garden activities, aquaponic gardening, hydroponic gardening, or other hands on growing activities related to the production of food).

**11) In 300 words or less, please describe the applicant school's efforts related to Farm to School. In your description, please highlight each of the specific criteria checked off in the previous question and any additional details you would like to share.**

# Nutrition Education Award:

**12) ALL applicant schools must have met the following nutrition education standards within the last calendar year or during the last school year:

A unit of instruction about nutrition was provided to:**

* **Elementary School: All students in all grade levels**
* **Middle School: At least 1 grade level in a required course**
* **High School: At least 2 grade levels in courses required for graduation**

[ ]  This criteria was met in the applicant school.

**13) Please check all items that apply to the applicant school.

Criteria must have been implemented and maintained throughout the last calendar year or the previous school year in order to be considered for an award.

Meet 3 - 4 criteria = Bronze Award
Meet 5 - 6 criteria = Silver Award
Meet 7+ criteria  = Gold Award**

[ ]  School participated in the FFVP

[ ]  Nutrition promotional signage was displayed in the lunchroom

[ ]  Nutrition promotional signage was displayed throughout the school building (i.e. hallways, classrooms, etc.)

[ ]  Information about nutrition was sent home to parents/guardians at least once

[ ]  Teachers were provided training on personal health and wellness

[ ]  Teachers were provided training on healthy techniques for the classroom (i.e. brain breaks, healthy rewards)

[ ]  School hosted cooking classes for students, parents, and/or staff

[ ]  Nutrition education was taught to all student athletes (middle/high school)

[ ]  Food was not offered to students as a reward (such as for behavior, attendance, or academic performance) in the classroom or during school celebrations/reward activities

[ ]  Most celebrations and parties did not involve food or involved only healthier food choices, such as fruits, vegetables, and whole grains

[ ]  School provides nutrition education during school meals/in lunchroom (i.e. Harvest of the Month or other activity)

**14) In 300 words or less, please describe the applicant school's efforts related to nutrition education. In your description, please describe the nutrition education provided to students and provide more information about each of the specific criteria checked off in the previous question.**

**USDA Foods Entitlement Award (District Level):**

**15) How much of your USDA Foods Entitlement did your district use during the last completed school year? Note: This award is provided at the district/sponsor level. You do not need to complete this application for each school in your district.\***

[ ]  Used at least 92% of entitlement (Bronze)

[ ]  Used at least 95% of entitlement (Silver)

[ ]  Used at least 100% of entitlement (Gold)

**16) Email** **biana.smith@k12.wa.us** **a sample one month breakfast and lunch menu that was provided in the school district within the last calendar year or during the previous school year. Highlight/circle menu items that include USDA or Washington processed (W Code) items.**

**17) Email** **biana.smith@k12.wa.us** **a picture of your most creative dish showcasing USDA or W Code (state processed) foods.**

**Smarter Lunchrooms:**

**18) Please email** **biana.smith@k12.wa.us** **a 60-point Smarter Lunchrooms scorecard completed at the applicant school within the last calendar year or during the last school year. \*\*Award levels directly correspond to the Bronze, Silver, and Gold scorecard achievement levels, as indicated on the Smarter Lunchrooms scorecard.**

**19) Please email** **biana.smith@k12.wa.us** **2 – 3 pictures depicting some of the Smarter Lunchrooms strategies the school implemented.**

**20) Provide a short summary (300 word limit) of your school’s Smarter Lunchroom efforts.**

**Innovative Menu Award:**

**21) This item is required for all applicants in this category.

Please check the box below to verify that the following statement is correct.\***

[ ]  No major issues were identified in the district’s last National School Lunch and School Breakfast Programs Administrative Review related to menus meeting meal pattern requirements.

**22) Please email** **biana.smith@k12.wa.us****3 - 5 pictures that highlight some of your innovative menu offerings.**

**23) Please email** **biana.smith@k12.wa.us** **a sample one month breakfast and lunch menu that was provided at this school within the last calendar year or during the previous school year.**

**The menu should list the items offered for each operating day of the month (you DO NOT need to provide production records or supporting documentation for the items included on the menu).**

**24) Please check all items that apply to the applicant school.

Criteria must have been implemented and maintained throughout the last calendar year or the previous school year in order to be considered for an award.

Meet 3 - 4 criteria = Bronze Award
Meet 5 - 6 criteria = Silver Award
Meet 7+ criteria    = Gold Award\***

[ ]  School conducted taste tests and gathered student input

[ ]  School participated in Meatless Mondays or a similar effort

[ ]  Average daily participation at lunch was ≥60% during one or more months

[ ]  Average daily participation at breakfast was ≥35% during one or more months

[ ]  School utilized USDA Foods on their menu

[ ]  School had a salad bar or fruit and veggie offer bar

[ ]  School offered at least 2 entrée choices to students daily

[ ]  School had a flavor station/spice station available to students most days during lunch

[ ]  School incorporates student-developed recipes on school menu

[ ]  School offered scratch-made entrée at breakfast and/or lunch at least 3 days per week

[ ]  All school kitchen staff involved with food preparation were provided cooking skills/scratch cooking training

[ ]  School offers a reimbursable meal option on the salad bar.

[ ]  School operates a Breakfast after the Bell program (i.e. breakfast in the classroom, second chance breakfast, etc.)

**25) In 300 words or less, please describe the applicant school's innovative menu efforts.
In your description, please highlight each of the specific criteria checked off in the previous question and any additional details you would like to share.\***

**26) Please email** **biana.smith@k12.wa.us****the most recently updated copy of your school/district wellness policy that has been approved by your school board.**

**27) Please email** **biana.smith@k12.wa.us****the school/district local wellness policy assessment completed within the last 3 years.**

**28) Please describe your school/district's effort to ensure the local wellness policy is publicly posted and easily accessible to the public. If applicable, provide any links to webpages where your district wellness policy or information regarding the wellness policy is posted.**

**29) Please describe how the public is invited to provide input on wellness policies. If applicable, provide links to webpages where input is solicited.**

**30) The following criteria must be met by all applicant schools. Please check each item off to verify that it was true for the applicant school throughout the duration of the last year or in the previous school year.**

[ ]  An applicant school or district level administrator that has the authority to enforce wellness policies was represented on the wellness committee.

[ ]  The wellness committee met at least once.

[ ]  All classroom and administrative staff were provided training on the school/district wellness policies.

**31) Please check off the following school wellness best practices that are addressed in written school/district policies:

2 - 3 items = Bronze
4 - 5 items = Silver
6+ items    = Gold**

[ ]  Not using food as a reward or withholding food as punishment

[ ]  Not requiring or denying physical activity as a means of punishment

[ ]  Holding recess before lunch

[ ]  Nutrition education and promotion practices

[ ]  Offering physical activity breaks/opportunities for physical activity throughout the school day

[ ]  Requiring all foods either sold, marketed, or offered to students during the school day, at minimum, meet Smart Snacks standards (including classroom parties and celebrations)

[ ]  Healthy alternatives to food-focused celebrations and parties or restrictions on frequency of celebrations and parties involving food

[ ]  Access to physical activity facilities outside school hours

[ ]  Staff health and wellness support

[ ]  Education of school staff about school wellness best practices

[ ]  Smarter Lunchrooms implementation goals

[ ]  Farm to school/local procurement practices

**32) Please describe the applicant school's efforts related to school wellness best practices and local wellness policy. In your description, please:**

* **Describe the training provided to classroom and administrative staff on the school wellness policies**
* **Highlight each of the specific best practices checked off in the previous question and provide additional details regarding the school's dedication to these practices. How is your school working towards achieving these best practices? For example, if you checked "staff health and wellness support", please describe the specific supports and completed/planned activities in place that actively work towards staff health and wellness.**

**Environmental Sustainability in Child Nutrition Programs Award:**

**33) Please check all items that apply to the applicant school.

Criteria must have been implemented and maintained throughout the last calendar year or the previous school year in order to be considered for an award.

Meet 3 - 4 criteria   = Bronze Award
Meet 5 - 6 criteria   = Silver Award
Meet 7+ criteria      = Gold Award\***

[ ]  School or district has received a Washington Green Ribbon Award within the last 3 years

[ ]  A share table was used to reduce school meal waste on most days

[ ]  School implemented the offer vs. serve meal service style at breakfast and lunch

[ ]  A tray waste sorting station was implemented in the lunchroom (recycling, compost, and trash)

[ ]  Leftover school meal items that met food safety standards were donated most of the time to charitable organizations instead of being thrown away

[ ]  The school composted its own waste on site

[ ]  Smarter Lunchrooms strategies were implemented to encourage selection and consumption and reduce waste

[ ]  School conducted a tray waste study

[ ]  School has student team that helps support environmental sustainability efforts in the lunchroom

[ ]  School eliminated disposable flatware, bowls, plates, and cups

**34) In 300 words or less, please describe the applicant school's efforts related to environmental sustainability. In your description, please highlight your efforts related to the items checked off in the previous question.**

#### 35) ****Please read the following statement and add your name and date below if you agree:****I attest to the accuracy of the information provided in this application. The applicant school/institution/meal site agrees to maintain the school wellness criteria indicated in this application for the duration of our certification as Food, Body, and Mind Awardees (three years). Furthermore, we agree to cooperate with OSPI Child Nutrition Services and other organizations upon request to publicize our efforts.

Your Name:

Today's Date: