 

*Please note that the use of this document is optional. It can be used to gather information needed for the online application portal. Responses can easily be copied from this form and then pasted into the online application. It is recommended to save this document in case technical issues are experienced during the application process.* ***NOTE: All Recognition Award applications must be completed and submitted through the online*** [**Action for Healthy Kids application portal**](https://afhk.my.site.com/s/login/)***.***

***Email us at*** **awards@healthymealsincentives.org** ***for technical assistance or questions.***

**Lunch Trailblazer Award Questions**

**Lunch Trailblazer – Instructions**

Small changes in your lunch menu can shake up big flavors and get you to your target. The Lunch Trailblazer has reduced sodium in school lunch and engages students in planning nutritious meals that are delicious.

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| --- |
| Please select your School Food Authority (SFA) |
| SFA Name: | *(Drop down box will allow you to select School District Name)* |

Application Guidelines

* **Documentation:** Award criteria requires supplemental documentation to be uploaded (on the next page) to verify adherence to the award requirements. Each file upload field has a maximum file size of 25MB and can support up to 10 individual files. Please combine your supporting documentation where possible.
* **State Agency Confirmation Letter:** Prior to submitting the Recognition Award application, the State Agency Confirmation Letter from Step 2 of the application process must be submitted. Recognition Award applications may be edited and saved without the letter yet submitted, but the "Submit" button for the application will not be available until the letter has been submitted. Once this is complete, the Recognition Award may be submitted as well.
* **School Sites:**If your SFA only has one school site, you may submit documentation for just that site. If your SFA has three school sites, you must submit documentation for at least 2 sites to meet the 50 percent requirement.

**Lunch Trailblazer - Application**

Within the past 12 months, the SFA has reduced sodium in school lunch.

**1. At least half (≥50 percent) of the schools within the SFA that participate in the NSLP must meet the criteria, and all grade levels must be represented.**

Upload a list detailing names and corresponding grade levels for each school in the district participating in the National School Lunch Program (indicating which schools were used to qualify for the award).

Each file upload field has a maximum file size of 25MB and can support up to 10 individual files. Please combine your supporting documentation where possible.

**NOTE:** *The criteria you choose need to be represented on your school menus within the last 12 months, but it does not need to be a change within the last 12 months. The SFA meets this criterion for the award as long as the description and required documentation demonstrate that these changes were sustained and represented on their menus through the past 12 months.*

**2. Within the past 12 months, the SFA has changed their reimbursable school lunch menus to reduce sodium, using at least TWO strategies.**

**The following list includes example strategies that the SFA can use to reduce sodium in their lunch menus (additional strategies can also be used):**

* **Fresh or frozen poultry, fish, pork, beef, and lean meat (with no saline or salt solution added) are incorporated to reduce the offerings of cured, salted, smoked, and other processed meats.**
* **Vegetables are fresh, frozen, or canned with no salt added.**
* **Lower sodium forms of products from vendors are purchased. For tips, check out the Institute of Child Nutrition's Sodium Swaps: Utilizing Product Substitutions available at the**[**Shaking It Up**](https://theicn.org/icn-resources-a-z/shaking-it-up/)**website.**
* **Natural flavor substitutes are used to replace or reduce the amount of sodium in main dishes and/or sides, such as garlic, citrus juice, salt-free seasonings, herbs, or spices.**

Please provide a description of each strategy selected including:

* How it was implemented;
* When the change occurred; and
* What the impact was on reducing sodium (e.g., menus have reduced sodium by X grams).

Your description should not exceed 800 words total.

**Upload a lunch menu for one month that has been posted on the district website or other public location representing all grade groups, including sufficient detail for reviewers to assess the changes. Identify which items on the menu reflect the implemented strategies.**

Each file upload field has a maximum file size of 25MB and can support up to 10 individual files. Please combine your supporting documentation where possible.

**3. The SFA has used student engagement techniques (taste tests, student surveys, cooking demonstrations, or advisory groups) and/or culinary techniques (using herbs and spices, offering flavor stations, etc.) to ensure school meals are enjoyed by students.**

Please provide a description of student engagement activities and/or culinary techniques implemented to assist in the reducing added sodium in school lunch menus, details about the activities, number of participants, the outcomes, school names, and grades.

Your description should not exceed 800 words total.

**Optional photographs including two or three clear, high-resolution photos of the menu items and any relevant activities with release forms providing USDA with royalty free unlimited rights to the use and printing of the photographs and parental permission forms, when applicable. A high-resolution image is one that's at least 300 DPI, or "dots per inch."**

 **If applicable, below are the photo release forms referenced above to select from and upload.**

* [**General Media & Technology Consent-Release Form**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw8z/21152/1706910338uzGjd21s/HMI_Grantee_General_Media_and_Technology_Consent_Release_Form.pdf)
* [**Media & Technology Consent-Release Form of an Adult**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw93/21152/1706910510duQnOKeR/HMI_Grantee_Media_and_Technology_Consent_Release_Form_of_an_Adult.pdf)
* [**Media & Technology Consent-Release Form of a Minor**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw96/21152/1706910668FWtqUlZw/HMI_Grantee_Media_and_Technology_Consent_Release_Form_of_a_Minor.pdf)
* [**Consent for Use of an Entity's Photo-Media Release Form**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw9z/21152/17069107961fozLoJm/HMI_Grantee_Consent_for_Use_of_an_Entity_s_Photo_Media_Release_Form.pdf)

***State Agency Confirmation Letter must be submitted prior to submitting the Recognition Award application.***

This institution is an equal opportunity provider.