

*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.***

**Innovation in Nutrition Education Award Questions**

**Innovation in Nutrition Education - Instructions**

Innovation in Nutrition Education recognizes the implementation of nutrition education activities that make classroom, cafeteria, community, and home connections for students and parents/guardians.

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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.

Definitions

The following definition will assist while filling out the application.

* **Local Agricultural Products:** The definition of “local agricultural products” can depend on geographic, social, governmental, physical, or economic parameters; seasonality; and/or other factors. Local procurement options differ greatly across communities depending on district and school size; proximity to agricultural areas; growing season; and demographics. USDA expects that State agencies will have varying definitions of “local agricultural products” that align with their particular needs and goals. The intent of schools utilizing local agricultural products is to serve more locally produced foods in school cafeterias, improve student nutrition, provide nutrition education opportunities, and support local and regional farmers, ranchers, and fishers. Local agricultural products can be meats, seafood, fruits, vegetables, grains, nuts, seeds, dairy foods, or legumes.

**Innovation in Nutrition Education - Application**

Within the past 12 months, the SFA offered nutrition education at schools by choosing two of the five activities listed below.

**1. The SFA includes specific goals for nutrition education in their Local School Wellness Policy. In addition, nutrition education is provided to elementary, middle, and high school students.**

Please upload a copy of the SFA’s Local School Wellness Policy.

Please provide a description of nutrition education for students including:

* The objective;
* Details about the education;
* Number of schools where education was provided, including grade levels;
* Number of students;
* The name of the curriculum or activities;
* Partners involved; and
* Overview of how students were engaged.

Your description should not exceed 800 words total.

**2. At elementary, middle, and high school levels, the SFA provides nutrition education to the parents/guardians of students that includes a discussion of the sodium, added sugars and/or whole grain content of school meals. This may be one presentation, such as at back-to-school night or a nutrition focused newsletter that is sent to all households in the district and/or placed on the district’s website in regard to these nutrition topics.**

Please provide a description of nutrition education activities for parents including:

* The objective,
* Details about the activity,
* Number of participants, and
* The results of the activity, demonstrating the value of it and how parents benefited.

Your description should not exceed 800 words total.

 **3. The SFA’s Local School Wellness Policy Coordinator or other designated nutrition education coordinator works with School Nutrition Services to ensure school nutrition education activities are incorporated in the school meals program and any farm to school activities.**

Please provide a description of how nutrition education is coordinated within the school and community and includes a connection to school meals. Examples of connections include the school menu, newsletters, local foods featured, etc.

Your description should not exceed 800 words total.

**4. Students are engaged in the development and delivery of school nutrition promotions and campaigns, such as through nutrition education posters and signage promoting healthy food and beverage choices, student cafeteria "ambassador" programs, student-led school meal surveys or advisory councils, and taste-testing events.**

Please provide a description of student engagement in nutrition education and promotion activities including:

* The objective,
* Details about the activity,
* Number of participants, and
* The results of the activity, demonstrating the value of it and how students benefited.

Your description should not exceed 800 words total.

If nutrition education posters and signage are used for this award, submit two to 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."

**5. Local agricultural products are identified on the school menu and/or in school cafeterias, in all schools within the SFA, when served. The local food items can be a main entree, grain, fruit, or vegetable, and must be featured at least three different times during the 12 months prior to award submission.**

Please upload:

* Copies of the menu identifying local agricultural products for each grade group, AND/OR
* Two to three clear, high-resolution photos from the cafeteria identifying local agricultural products. Photos can be pictures of the meal tray, of the serving line to showcase the local food, or of students consuming a local food. If photos are used, include 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."

**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)

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

This institution is an equal opportunity provider.