

**Documentation for Healthy Food Certification (HFC) under Section 10-215f of the Connecticut General Statutes
SCHOOL YEAR 2016-17**

Form 2 – School-made Foods Sold in Cafeteria

School: _____ District: _____ Town: _____

Name of Person Completing Form: _____ Title: _____

Signature: _____ Date: _____

Phone (Day): (_____) _____ - _____ E-mail: _____

INSTRUCTIONS: Only complete and submit this form if your district is listed on the CSDE’s handout, *Districts Required to Submit Lists of Foods and Beverages*. Copy additional pages of this form as needed.

School-made foods include foods that are either prepared from scratch using a recipe, e.g., entrees, soup, baked goods, cooked grains, vegetables; or the require some additional processing by adding other ingredients after purchasing, e.g., popping popcorn kernels with oil, making cookies from a mix and adding butter and eggs, and assembling a sandwich. For more information, see *Guidance on Evaluating School Recipes for Compliance with the Connecticut Nutrition Standards*.

- List all school-made foods sold in the cafeteria to students **separately from reimbursable meals**, including snack items, baked goods, entrees sold **only** a la carte*, soups, cooked grains, fruits, vegetables, and all other a la carte food items. Document the food item, recipe used, portion size, and describe how the recipe was verified for compliance with Connecticut Nutrition Standards. If a U.S. Department of Agriculture (USDA) recipe is used, reference the USDA recipe number. If another recipe is used, document the source. Do not use abbreviations.

* **NOTE:** Only list entrees that are sold **only** a la carte and are not part of reimbursable meals. Do not list entrees that are sold as part of reimbursable meals and also sold a la carte the **same** day.

- Scan this form with all recipes and completed CNS worksheets. The CNS worksheets are available on the CSDE’s *Evaluating Foods for Compliance with the CNS* Web page.
- Name the file in this format: “<insert name of district> HFC FB List Cafeteria SM.” For example, “ABC District FB List Cafeteria SM.”
- E-mail to susan.fiore@ct.gov by **November 30, 2016**. In the e-mail subject line, indicate “<insert name of district> HFC FB Lists.” For example, “ABC District FB Lists.”

For additional information, see the CSDE’s handout, *Guidance for HFC Documentation*.

Food Item	Recipe Used	Portion Size	Describe how recipe was verified for compliance with Connecticut Nutrition Standards	For State Use Only Approved
Low-fat Oatmeal Raisin Cookie	District Developed Recipe	1 cookie (1.5 ounces)	Nutrient analysis conducted using district nutrient analysis software; Missing values for sugar were calculated using the CSDE worksheet, <i>Evaluating Recipes for Sugars</i> on the CSDE Evaluating Foods Web page.	
Orange Rice Pudding	USDA Recipe C-33	½ cup	Missing values for sugar were calculated with district nutrient analysis software.	

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