

# Preview of the HFC Compliance Survey Questions

## School Year 2023-24

The document is a PDF of the entire HFC Compliance Survey including all questions and guidance. This survey is in Qualtrics.

**Note:** Depending on the district's responses, the actual online survey will not include all questions in the PDF version. This survey uses skip logic to go to a future point in the survey based on how questions are answered. For example, if the district indicates that they do not sell any foods and beverages in vending machines, the survey skips the questions related to vending machines and goes to the next section.



For more information on HFC documentation, visit the “[Documents/Forms](#)” section of the CSDE’s [Healthy Food Certification](#) webpages, or contact the [HFC coordinator](#) in the CSDE’s Bureau of Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at [https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Doc/Preview\\_HFC\\_Compliance\\_Survey.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Doc/Preview_HFC_Compliance_Survey.pdf).

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## Default Question Block

### Healthy Food Certification (HFC) Compliance Survey for School Year 2023-24 Due November 30, 2023

The HFC Compliance Survey addresses the following foods and beverages available for sale to students in all schools in the district and the district's interschool agreements with public schools that choose to participate in HFC:

- all foods available for sale to students separately from reimbursable meals served in the National School Lunch Program (NSLP) and School Breakfast Program (SBP);
- all foods served in the Afterschool Snack Program (ASP) of the NSLP; and
- all beverages available for sale to students as part of and separately from reimbursable meals and ASP snacks.

This includes all sources of these foods and beverages, such as cafeteria sales, vending machines, school stores, kiosks, concession stands, other school-based enterprises, fundraisers, and any other sources of food and beverage sales to students, e.g., culinary arts programs, family and consumer sciences classes, afterschool programs, and recipient schools under interschool agreements.

**Before you begin**, review the Connecticut State Department of Education's (CSDE) [Guidance for Completing the Healthy Food Certification Compliance Survey](#). This helps you gather the required information to quickly complete this survey.

#### Who Completes the HFC Compliance Survey

This survey is completed by the district's designated **HFC contact person** in consultation with the appropriate individuals responsible for the district's sources of food and beverage sales to students (e.g., school food service director, cafeteria managers, culinary arts teachers, family and consumer

sciences teachers, athletic directors, parent groups, and individuals who coordinate fundraising activities, school stores, kiosks, other school-based enterprises, vending machines, and any other food or beverage sales to students). The HFC contact person is indicated in section 6A, "HFC District Contact Information," of the district's annual HFC Statement in the CSDE's [Connecticut Online Application and Claiming System for Child Nutrition Programs \(CNP System\)](#).

## Survey Logistics

- **Submit only one survey per district:** The HFC contact person and food service director should coordinate to submit one survey for the district. To prevent multiple submissions, the survey allows only one submission from the same computer. Individuals who are responsible for more than one district must use a different computer to complete each district's HFC Compliance Survey.
- **Review the guidance:** Each section contains definitions and guidance for the questions in that section. Read this information **before** answering the questions.
- **Navigating the survey:** Use the "NEXT" and "GO BACK" buttons in the blue box at the bottom of the screen to navigate between the questions.
- **Progress bar:** The black bar at the top of the survey shows your progress as you answer each question.
- **Leaving and reentering the survey:** Until you submit the survey, you may quit the survey and return at any time to continue.
- **Submitting the survey:** When you reach the end of the survey, "End of HFC Compliance Survey" will display. Click "NEXT" to submit the survey and a message will appear to indicate that the submission is complete.
- **Correcting a survey after submission:** You cannot edit your answers after the survey is submitted. To correct a form after it is submitted, contact [susan.fiore@ct.gov](mailto:susan.fiore@ct.gov).

## Submitting Food and Beverage Lists (Only Certain Districts)

Check to see if your district is listed on the CSDE's [Districts Required to Submit Lists of Foods and Beverages for Healthy Food Certification Documentation](#). **If your district is listed**, you must also submit lists of 1) all foods sold to students separately from reimbursable meals and as part of ASP snacks; and 2) all beverages sold as part of and separately from reimbursable meals and ASP snacks. **If your district is not listed**, do not submit lists of foods and beverages.

The key requirements for submitting the lists are summarized below. Refer to the CSDE's [Guidance](#)

for Submitting Lists of Foods and Beverages for HFC Documentation for detailed instructions on completing and submitting these lists.

- **Submit one list for each source of foods and beverages available for sale to students.** Each list must represent all foods and beverages sold from that source in all schools in the district and any district interschool agreements with public schools that have agreed to participate in HFC. For example, if the district has six cafeterias and an interschool agreement with a public school that has one cafeteria, submit one list that includes all foods and beverages sold in all seven cafeterias. If the district has a total of five vending machines in the middle and high schools, submit one list that includes all foods and beverages sold from all five vending machines. Do not submit a separate list of items for each individual school.
- **Complete the appropriate CSDE HFC Documentation Form for each source of food and beverage sales in the district and attach the applicable list of foods and beverages.** For example, use *Form 1: Commercial Foods and Beverages Sold in School Cafeterias* for all commercial foods and beverages sold in the school cafeterias. The CSDE HFC Documentation Forms are available in the "Documents/Forms" section of the CSDE's HFC webpage.
- **Name the document files in this format:** "[District name] HFC List [insert source, e.g., cafeterias, vending, school store, etc.]." For example, "ABC District HFC List Cafeterias" and "ABC District HFC List Vending". In the email subject line, indicate "[District name] HFC Documentation Lists." For example, ABC District HFC Documentation Lists.
- **Email all files** to [susan.fiore@ct.gov](mailto:susan.fiore@ct.gov) by **November 30, 2023**. Do not mail the lists.

For questions, please contact Susan Fiore at [susan.fiore@ct.gov](mailto:susan.fiore@ct.gov).

## Starting the Survey

Click "NEXT" in the blue box below.

## District Information

School district:

Sponsor agreement number:

This is the **five-digit number** on the district's [online agreement for Child Nutrition Programs](#).

Name of person completing survey:

Title of person completing survey:

Email of person completing survey:

Are you the district's designated HFC contact person?

### Question Guidance

The **HFC contact person** is the person designated by the district as the contact person for HFC. This person is indicated in section 6A, "HFC District Contact Information," of the district's annual HFC Statement in the [CNP System](#). For more information, refer to the CSDE's resource, [Responsibilities of District Contact Person for HFC](#).

Yes

No

## Section 1: Participation in HFC Training

This section identifies the district staff who completed the CSDE's [Complying with](#)

Healthy Food Certification Training Program. As indicated in the CSDE's summer 2023 email approving the district's 2023-24 HFC Statement, each HFC district contact was required to complete this training program by September 30, 2023. This training is also recommended for individuals who coordinate sales of competitive foods to students on school premises. Each participant's printed knowledge check scores document their participation in this training.

Indicate if the district's HFC contact person completed each module of the CSDE's Complying with Healthy Food Certification Training Program.

	<b>Yes</b>	<b>No</b>
Module 1: Introduction to Training and HFC	<input type="radio"/>	<input type="radio"/>
Module 2: HFC Requirements	<input type="radio"/>	<input type="radio"/>
Module 3: Connecticut Nutrition Standards (CNS)	<input type="radio"/>	<input type="radio"/>
Module 4: Evaluating Foods for CNS Compliance	<input type="radio"/>	<input type="radio"/>
Module 5: Laws for Foods and Beverages in HFC Schools	<input type="radio"/>	<input type="radio"/>
Module 6: Fundraisers	<input type="radio"/>	<input type="radio"/>

Did any other district staff complete the six modules of the CSDE's Complying with Healthy Food Certification Training Program?

- Yes
- No

Indicate the names and titles of any other district staff who completed the six modules of the CSDE's Complying with Healthy Food Certification Training Program.

## Section 2: Beverage Exemptions

This section addresses exemptions by the board of education or school governing authority (BOE) for beverages that do **not** meet the requirements of Section 10-221g of the Connecticut General Statutes (C.G.S). Beverages that do not comply with the state beverage statute cannot be sold to students on school premises unless the BOE has voted to allow exemptions and the sales meet the following exemption criteria of the state beverage statute: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store.

### **Where to Find the District's Beverage Exemptions**

Beverage exemptions are not part of the district's annual HFC Statement (Addendum to Agreement for Child Nutrition Programs, ED-099), which applies only to food sales. Districts must vote separately to allow sales of noncompliant beverages. Many districts vote on beverage exemptions at the same time as food exemptions. Determine if beverage exemptions are allowed by reviewing the BOE meeting minutes where beverage exemptions were approved or the district's policy that addresses beverage exemptions.

### **Allowable Beverages**

Five categories of beverages are allowed for sale to students on school premises. These beverages meet the requirements of the state beverage statute and the USDA's Smart Snacks nutrition standards.

1. **Low-fat or fat-free milk** (flavored or unflavored) that does not exceed 4 grams of sugar per fluid ounce and does not contain artificial sweeteners.
2. **Nondairy milk substitutes** such as soy or rice milk (flavored or unflavored) that meet the U.S. Department of Agriculture (USDA) standards for nutritionally equivalent milk alternatives, do not contain artificial sweeteners, and do not exceed 4 grams of sugar per fluid ounce, 35 percent of calories from fat, and 10 percent of calories from saturated fat.
3. **100 percent juice** (fruit, vegetable, or combination) that does not contain added sugars, sweeteners, or artificial sweeteners.
4. **Beverages that contain only water and fruit or vegetable juice** without added sugars, sweeteners, or artificial sweeteners; and that meet the requirements specified in requirements for beverages containing water and juice (refer to the CSDE's *Requirements for Beverages Containing Water and Juice*).

5. **Water** (plain or carbonated), which may be flavored but does not contain added sugars, sweeteners (including nonnutritive sweeteners), artificial sweeteners, or caffeine.

For more information, visit the CSDE's [Beverage Requirements](#) webpage.

For beverages that do **not** meet the requirements of C.G.S. Section 10-221q above, did your BOE authorize an exemption for beverages available for sale to students at the location of events that occur after the school day or on the weekend?

- Yes  
 No

Does the BOE authorized exemption apply to all beverages available for sale to students at all events on school premises?

- Yes  
 No

Describe allowable beverages and eligible events allowed for sale to students by the BOE beverages exemption:

### Section 3: Food Exemptions

This section addresses exemptions by the board of education or school governing authority (BOE) for foods that do **not** comply with the [Connecticut Nutrition Standards \(CNS\)](#). Foods that do not comply with the CNS cannot be sold to students on school premises unless the BOE has voted to allow exemptions and the sales meet the following exemption criteria of the state HFC statute: 1) the sale is in connection with an



event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the foods are not sold from a vending machine or school store.

The exemption for food sales is indicated in "Section 3 - Exemption Statement" of the district's annual HFC Statement (Addendum to Agreement for Child Nutrition Programs, ED-099) in the CSDE's CNP System.

For foods that do **not** comply with the CNS, did your BOE authorize an exemption for foods available for sale to students at the location of events that occur after the school day or on the weekend?

- Yes
- No

Does the BOE authorized exemption apply to all foods available for sale to students at all events on school premises?

- Yes
- No

Describe eligible events and foods allowed for sale to students by the BOE foods exemption.

#### **Section 4: Cafeteria Beverage Sales**

This section applies to all beverages available for sale in school cafeterias, including beverages available for sale to students as part of reimbursable meals and separately

from reimbursable meals (a la carte sales). Examples include milk, water, juice, and nondairy milk substitutes like soy milk.

**A la carte beverages** are beverages sold to students separately from reimbursable meals.

Do any cafeterias in your district sell beverages to students separately from reimbursable meals, e.g., milk, soy milk, juice, and water?

### Question Guidance

If you answer "no," this means the cafeteria never sells any beverages to students separately from reimbursable meals. For example, students cannot buy milk or juice unless it is part of reimbursable meals. **This is not common in Connecticut schools.**

Yes

No

Is the CSDE's List of Acceptable Foods and Beverages used to determine if all beverages available for sale to students in the cafeteria meet the beverage requirements of state statute?

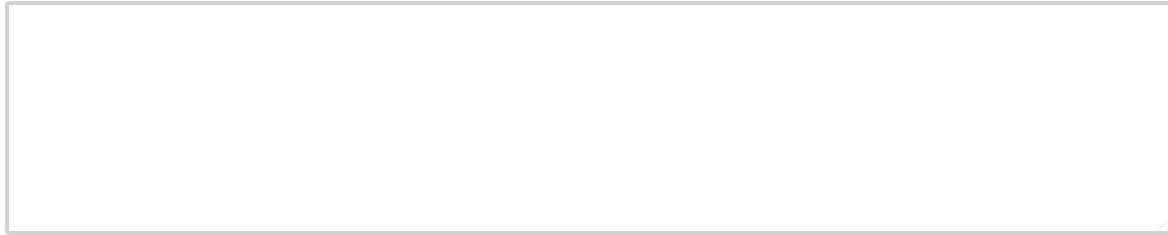
### Question Guidance

**"All beverages"** means beverages available for sale to students as part of reimbursable meals and separately from reimbursable meals (a la carte sales).

Yes

No

Describe the process used by the district to determine if beverages meet the state beverage requirements.



## Section 5: Cafeteria Food Sales

This section applies to all commercial foods and foods made from scratch available for sale to students separately from reimbursable meals (a la carte) in school cafeterias. The definitions below apply to the questions in this section.

**A la carte foods** include commercial products and foods made from scratch that are sold to students separately from reimbursable meals. Examples include fruits, vegetables, fries, baked goods (e.g., muffins, pancakes, bagels, rolls), soups, entrees, and snack foods like chips, ice cream, and cookies.

**Commercial foods** are any commercially prepared foods purchased from food service vendors or stores. They include ready-to-eat foods (e.g., ice cream, chips, crackers, cookies, and muffins) and foods that require heating or baking after purchasing (e.g., canned soup, chicken nuggets, and bake-off frozen cookie dough).

**Foods made from scratch** include two categories: 1) **foods prepared from ingredients using a standardized recipe** such as entrees available for sale only a la carte (not as part of reimbursable meals) e.g., pizza, chef's salad, lasagna, and sandwiches; soups; cooked grains (such as rice or pasta) with added ingredients, e.g., salt, oil, margarine, or butter; cooked vegetables with added salt and fat; salad with dressing; fruit smoothies; and baked goods such as muffins and cookies; and 2) **foods with ingredients added after purchasing** such as popping popcorn kernels in oil and adding salt; making muffins from a mix and adding butter and eggs; and adding sprinkles to commercial frozen cookie dough. **Note:** Frozen commercially prepared foods (such as frozen cookies and rolls baked on site) are not included in this category unless the selling entity adds additional ingredients to the product. Examples include adding sprinkles to a frozen sugar cookie or buttering a frozen bake-off roll.

**Entrees** include three categories of main dish food items: 1) **a combination food of**

**meat/meat alternate and whole grain-rich (WGR) food**, e.g., breakfast egg sandwich on a whole-wheat English muffin, turkey wrap on whole-wheat tortilla, pizza with WGR crust, hamburger on a whole-grain bun and bean burrito with whole corn tortilla; 2) **a combination food of vegetable/fruit and meat/meat alternate**, e.g., chef's salad, fruit and cheese platter, yogurt and fruit parfaits, yogurt and fruit smoothies, baked potato with chili, and chicken vegetable stir-fry; and 3) **a meat/meat alternate alone** (e.g., sausage patty, egg and grilled chicken). This excludes yogurt, low-fat or reduced fat cheese, nuts, seeds, nut/seed butters and meat snacks, e.g., jerky and meat sticks, which must comply with the CNS snacks category.

Do any school cafeterias in your district sell foods to students separately from reimbursable meals (a la carte)?

### Question Guidance

**Answer "Yes" if:** **a)** the cafeteria sells any a la carte foods to students (such as snack foods (e.g., chips, ice cream, crackers, cookies), baked goods, vegetables, salads, breads, pasta, rice, and desserts) **and/or** **b)** the cafeteria sells any entrees a la carte on a *different day* than they are available for sale as part of reimbursable meals.

**Answer "No" if:** **a)** the cafeteria does not sell any foods a la carte (such as snack foods (e.g., chips, ice cream, crackers, cookies), baked goods, vegetables, salads, breads, pasta, rice, and desserts); **and** **b)** the cafeteria sells entrees a la carte *only on the same day* that they are available for sale as part of reimbursable meals.

If you answer "no," this means the cafeteria only sells reimbursable meals and never sells any foods to students separately from reimbursable meals. For example, students cannot buy an apple, carrot sticks, muffin, or sandwich separately from reimbursable meals. **This is not common in Connecticut schools.**

Yes

No

Is the CSDE's List of Acceptable Foods and Beverages used to determine if all commercial a la carte foods available for sale in the school cafeterias comply with the

CNS?

- Yes
- No

Describe the process used by the district to determine that all commercial a la carte foods available for sale in the school cafeterias comply with the CNS.

Do any school cafeterias in your district sell foods made from scratch to students separately from reimbursable meals (a la carte)?

### Question Guidance

**Answer "Yes" if:** a) the cafeteria sells any a la carte foods made from scratch (such as cookies, baked goods, vegetables, salads, breads, pasta, rice and desserts); **and/or** b) the cafeteria sells a la carte entrees made from scratch on a *different day* than they are sold as part of reimbursable meals.

**Answer "No" if:** a) the cafeteria does **not** sell any a la carte foods made from scratch (such as cookies, baked goods, vegetables, salads, breads, pasta, rice, and desserts); **and** b) the cafeteria sells a la carte entrees made from scratch *only on the same day* that they are available for sale as part of reimbursable meals.

- Yes
- No

Is the following documentation available for each food made from scratch: 1) a standardized recipe that indicates the nutrition information per serving; and 2) the appropriate completed CNS worksheet to indicate that the standardized recipe's serving complies with the CNS?

- Yes
- No

Describe the process used by the district to determine that all a la carte foods made from scratch available for sale to students in the school cafeterias comply with the CNS. Indicate what recipes are used, who conducts the nutrient analysis of recipes, and what nutrient analysis software is used.

## **End of Cafeteria Sales (Section 4: Cafeteria Beverage Sales and Section 5: Cafeteria Food Sales)**

### **Submitting List of Foods and Beverages for Cafeteria A La Carte Sales**

Review the CSDE's [Districts Required to Submit Lists of Foods and Beverages](#). **If your district is listed**, you must email the CSDE a list of all foods and beverages available for sale to students separately from reimbursable meals in all cafeterias in the district. This includes all commercial products (Form 1: Commercial Foods and Beverages Sold in Cafeterias) and foods made from scratch (Form 2: Foods Made from Scratch Sold in Cafeterias). For detailed instructions and guidance, refer to the CSDE's [Guidance for Submitting Lists of Foods and Beverages for Healthy Food Certification \(HFC\) Documentation](#).

### **Section 6: Vending Machines**

This section applies to all foods and beverages available for sale to students from vending machines anywhere on school premises. This section does not apply to vending machines that are only accessible to school staff, such as a vending machine in the teachers' lounge.

Do any of the schools in your district operate vending machines that sell foods or beverages to students?

- Yes
- No

Complete the information below for all district vending machines that sell foods and beverages to students in elementary, middle, and high schools. If these schools do not have vending machines, enter "0" in the appropriate box.

	Number of Machines Selling <b>Only Beverages</b>	Number of Machines Selling <b>Only Foods</b>	Number of Machines Selling <b>Foods and Beverages</b>
Elementary	<input type="text"/>	<input type="text"/>	<input type="text"/>
Middle	<input type="text"/>	<input type="text"/>	<input type="text"/>
High	<input type="text"/>	<input type="text"/>	<input type="text"/>

Is the CSDE’s List of Acceptable Foods and Beverages used to determine if all beverages available for sale to students in vending machines meet the beverage requirements of state statute?

- Yes
- No
- Not applicable: No beverages are sold in any district vending machines

Describe the process used by the district to determine that all beverages available for sale to students from vending machines meet the state beverage requirements.

Is the CSDE’s List of Acceptable Foods and Beverages used to determine if all foods available for sale to students from vending machines comply with the CNS?

- Yes
- No
- Not applicable: No foods are available for sale in any district vending machines

Describe the process used by the district to determine that all foods available for sale to students from vending machines comply with the CNS.

## End of Section 6: Vending Machines

### Submitting List of Foods and Beverages for Vending Machines

Review the CSDE's [Districts Required to Submit Lists of Foods and Beverages](#). **If your district is listed**, you must email the CSDE a list of all foods and beverages available for sale to students in all vending machines in the district (Form 3: Foods and Beverages Sold in Vending Machines). For detailed instructions and guidance, refer to the CSDE's [Guidance for Submitting Lists of Foods and Beverages for Healthy Food Certification \(HFC\) Documentation](#).

## Section 7: School Stores, Kiosks and School-Based Enterprises

This section applies to all foods and beverages available for sale to students in school stores. This also includes kiosks and similar school-based enterprises that sell foods and beverages to students. The definitions below apply to the questions in this section.

**Commercial foods** are any commercially prepared foods purchased from food service vendors or stores. They include ready-to-eat foods (e.g., ice cream, chips, crackers, cookies, and muffins) and foods that require heating or baking after purchasing (e.g., canned soup, chicken nuggets, and bake-off frozen cookie dough).



**Foods made from scratch** include two categories: 1) **foods prepared from ingredients using a standardized recipe** such as entrees sold only a la carte (not as part of reimbursable meals) e.g., pizza, chef’s salad, lasagna, and sandwiches; soups; cooked grains (such as rice or pasta) with added ingredients, e.g., salt, oil, margarine, or butter; cooked vegetables with added ingredients, e.g., salt and fat; salad with dressing; fruit smoothies; and baked goods such as muffins and cookies; and 2) **foods with ingredients added after purchasing** such as popping popcorn kernels in oil and adding salt; making muffins from a mix and adding butter and eggs; and adding sprinkles to commercial frozen cookie dough. **Note:** Frozen commercially prepared foods (such as frozen cookies and rolls baked on site) are not included in this category unless the selling entity adds additional ingredients to the product. Examples include adding sprinkles to a frozen sugar cookie or buttering a frozen bake-off roll.

Do any of the schools in your district operate school stores that sell commercial or foods made from scratch or beverages to students?

- Yes
- No

Complete the information below for all school stores in the district that sell foods and beverages to students in elementary, middle, and high schools. If these schools do not have school stores, enter "0" in the appropriate box.

	Number of School Stores Selling <b>Only Beverages</b>	Number of School Stores Selling <b>Only Foods</b>	Number of School Stores Selling <b>Foods and Beverages</b>
Elementary	<input type="text"/>	<input type="text"/>	<input type="text"/>
Middle	<input type="text"/>	<input type="text"/>	<input type="text"/>
High	<input type="text"/>	<input type="text"/>	<input type="text"/>

Is the CSDE’s List of Acceptable Foods and Beverages used to determine if all commercial foods available for sale to students in school stores comply with the CNS?

- Yes

- No
- Not applicable: No commercial foods are sold in any district school stores, kiosks, or school-based enterprises

Describe the process used by the district to determine that all commercial foods sold in school stores comply with the CNS.

### **Foods made from scratch in school stores**

Do any school stores in your district sell foods made from scratch to students?

- Yes
- No

Is the following documentation available for each food made from scratch: 1) a standardized recipe that indicates the nutrition information per serving; and 2) the appropriate completed CNS worksheet to indicate that the standardized recipe's serving complies with the CNS?

- Yes
- No

Describe the process used by the district to determine that all foods made from scratch available for sale to students in school stores comply with the CNS. Indicate what recipes are used, who conducts the nutrient analysis of recipes, and what nutrient analysis software is used.



## End of Section 7: School Stores

### Submitting List of Foods and Beverages for School Stores, Kiosks, and School-Based Enterprises

Review the CSDE's [Districts Required to Submit Lists of Foods and Beverages](#). **If your district is listed**, you must email the CSDE a list of all foods and beverages sold to students in all school stores in the district (Form 4: Foods and Beverages Sold in School Stores, Kiosks, or Other School-based Enterprises). If the school store sells foods made from scratch, use Form 7: Foods Made from Scratch Sold from Other Sources. For detailed instructions and guidance, refer to the CSDE's [Guidance for Submitting Lists of Foods and Beverages for Healthy Food Certification \(HFC\) Documentation](#).

## Section 8: School Fundraisers

This section applies to all food and beverage fundraisers that are not sold in the school cafeterias, vending machines, school stores, or any other sources such as afterschool programs and culinary arts programs. The definitions below apply to the questions in this section.

Fundraisers are any activities conducted by any school-related or outside organization or group on school premises, during which money or its equivalent (e.g., coupons, tickets, tokens, and similar items) is exchanged for the purchase of a product in support of the school or school-related activities. This includes any activities that suggest a student donation in exchange for foods and beverages, since funds may be raised as a result. Examples of fundraisers include sales of commercial products (e.g., potato chips and other snack foods, candy bars, cookies, muffins, frozen cookie dough, pies, water, and soft drinks) and sales of foods and beverages made from scratch (e.g., baked goods, popcorn, sandwiches, smoothies, coffee, and hot chocolate). For information on allowable fundraisers, refer to the CSDE's Requirements for Food and Beverage Fundraisers in HFC Public Schools.

Commercial foods are any commercially prepared foods purchased from food service vendors or stores. They include ready-to-eat foods (e.g., ice cream, chips, crackers, cookies, and muffins) and foods that require heating or baking after purchasing (e.g., canned soup, chicken nuggets, and bake-off frozen cookie dough).

Foods made from scratch include two categories: 1) foods prepared from ingredients using a standardized recipe such as entrees sold only a la carte (not as part of reimbursable meals) e.g., pizza, chef's salad, lasagna, and sandwiches; soups; cooked grains (such as rice or pasta) with added ingredients, e.g., salt, oil, margarine, or butter; cooked vegetables with added ingredients, e.g., salt and fat; salad with dressing; fruit smoothies; and baked goods such as muffins and cookies; and 2) foods with ingredients added after purchasing such as popping popcorn kernels in oil and adding salt; making muffins from a mix and adding butter and eggs; and adding sprinkles to commercial frozen cookie dough. Note: Frozen commercially prepared foods (such as frozen cookies and rolls baked on site) are not included in this category unless the selling entity adds additional ingredients to the product. Examples include adding sprinkles to a frozen sugar cookie or buttering a frozen bake-off roll.

Exempted event means the BOE has voted to allow food and beverage exemptions and the fundraiser is at the location of an event (an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity) that occurs after the end of the regular school day or on the weekend. Events involve a gathering of people in a social context, such as sports competitions, awards banquets, school concerts, and theatrical productions. For example, soccer games, school plays, and school debates are events, but soccer practices, play rehearsals, and debate team meetings are not.

Do any schools in the district conduct any fundraisers that sell foods or beverages?

Yes

No

Do any schools in the district conduct any food/beverage fundraisers where product information is sent home with students, orders and money are brought to school by

students, and students bring food/beverage items home to distribute?

- Yes
- No

### **Are you sure you meant to answer "Yes" to this question?**

If students deliver fundraiser orders and money to school and pick up the foods/beverages at school, the fundraiser is selling foods/beverages to students on school premises, and does **not** comply with the HFC requirements. Parents or other adults must pick up the foods/beverages unless the pick-up location is off school premises **or** the board of education allows exemptions and the pick-up is during an event that occurs after the school day or on the weekend. The district's pick-up policy must be clearly indicated on the school's fundraising flier and any written communication regarding the fundraiser.

- **If you answered "Yes" in error**, use the back button to correct your answer.
- **If "Yes" is correct**, the district must immediately stop this practice and develop procedures to ensure that parents or other adults pick up the fundraisers. For acceptable procedures, refer to the CSDE's [Requirements for Food and Beverage Fundraisers in HFC Public Schools](#).

Are all of the district's food/beverage fundraisers held only at exempted events occurring after the school day or on the weekend?

### **Question Guidance:**

**Exempted event** means the BOE has voted to allow food and beverage exemptions and the fundraiser is connected to and at the location of an event (an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity) that occurs after the end of the regular school day or on the weekend. Events involve a gathering of people in a social context, such as sports competitions, awards banquets, school concerts, and theatrical productions. For example, soccer games, school plays, and school debates are events, but soccer practices, play rehearsals, and debate team meetings are not.

- Yes
- No

Indicate when other fundraisers of foods and beverages occur.

Are any beverages available for sale to students as fundraisers during the school day or outside of exempted events?

- Yes
- No

Is the CSDE's List of Acceptable Foods and Beverages used to determine if all beverages available for sale to students as fundraisers during the school day or outside of exempted events meet the state beverage requirements?

- Yes
- No

Describe the process used by the district to determine that all beverages available for sale as fundraisers during the school day or outside of exempted events meet the state beverage requirements.

Are any commercial foods available for sale to students as fundraisers during the school day or outside of exempted events?

- Yes  
 No

Is the CSDE's List of Acceptable Foods and Beverages used to determine if all commercial foods available for sale to students as fundraisers during the school day or outside of exempted events comply with the CNS?

- Yes  
 No

Describe the process used by the district to determine that all commercial foods available for sale as fundraisers during the school day or outside of exempted events comply with the CNS.

Are any foods made from scratch available for sale to students from fundraisers during the school day or outside of exempted events?

- Yes  
 No

Is the following documentation available for each food made from scratch: 1) a standardized recipe that indicates the nutrition information per serving; and 2) the appropriate completed CNS worksheet to indicate that the standardized recipe's serving complies with the CNS?

- Yes

No

Describe the process used by the district to determine that all foods made from scratch available for sale to students from fundraisers during the school day or outside of exempted events comply with the CNS. Indicate what recipes are used, who conducts the nutrient analysis of recipes, and what nutrient analysis software is used.

## End of Section 8: Fundraisers

### Submitting List of Food and Beverage Fundraisers

Review the CSDE's [Districts Required to Submit Lists of Foods and Beverages](#). **If your district is listed**, review the information below to determine if you are required to submit Form 5: Food and Beverage Fundraisers. For detailed instructions and guidance, refer to the CSDE's [Guidance for Submitting Lists of Foods and Beverages for Healthy Food Certification \(HFC\) Documentation](#).

**Submit form 5 only if** the BOE did not vote to allow food and beverage exemptions **or** the BOE voted to allow food and beverage exemptions, but fundraisers do not meet the exemption criteria of the state HFC and beverage statutes.

### Do not submit form 5 if the following apply:

- The BOE voted to allow food and beverage exemptions.
- Fundraisers sell foods and beverages only at exempted events that occur after the school day or on weekends.
- Food fundraisers occur during the school day but the foods comply with the [CNS](#) and the sales comply with the [state competitive foods regulations](#), and [Section 10-221p](#) of the Connecticut General Statutes (C.G.S.).



- Beverage fundraisers occur during the school day but the beverages comply with the state beverage statute (Section 10-221q) and the USDA Smart Snacks nutrition standards (refer to the CSDE's resource, [Allowable Beverages for Connecticut Public Schools](#)), and the sales comply with the [state competitive foods regulations](#).

## Section 9: Foods and Beverages Sold from Other Sources

This section applies to all commercial foods and beverages and foods made from scratch sold to students from any other sources not indicated in the previous sections for cafeteria, vending machines, school stores, and fundraisers. Examples of other sources include the USDA's Afterschool Snack Program (ASP), afterschool programs, culinary arts programs, family and consumer sciences classes, recipient schools under interschool agreements, adult education programs operated by the board of education, and summer school programs operated by the board of education. Other sources also include any programs that charge a fee for student participation and the fee includes the cost of foods or beverages provided to students, e.g., sports programs and afterschool programs.

The definitions below apply to the questions in this section.

**Commercial foods** are any commercial products purchased from vendors or stores. Examples include ready-to-eat foods (e.g., ice cream, chips, crackers, cookies, and muffins) and foods that are heated or baked after purchasing (e.g., canned soup, chicken nuggets, and bake-off frozen cookie dough).

**foods made from scratch** include two categories: 1) **foods prepared from ingredients using a standardized recipe** such as entrees sold only a la carte (not as part of reimbursable meals) e.g., pizza, chef's salad, lasagna, and sandwiches; soups; cooked grains (such as rice or pasta) with added ingredients, e.g., salt, oil, margarine, or butter; cooked vegetables with added ingredients, e.g., salt and fat; salad with dressing; fruit smoothies; and baked goods such as muffins and cookies; and 2) **foods with ingredients added after purchasing** such as popping popcorn kernels in oil and adding salt; making muffins from a mix and adding butter and eggs; and adding sprinkles to commercial frozen cookie dough. **Note:** Frozen commercially prepared foods (such as frozen cookies and rolls baked on site) are not included in this category unless the selling

entity adds additional ingredients to the product. Examples include adding sprinkles to a frozen sugar cookie or buttering a frozen bake-off roll.

Do any other school organizations or programs sell any commercial beverages to students like water, milk, juice, or any other beverages?

- Yes
- No

Click "yes" or "no" to indicate which programs sell commercial beverages to students.

	<b>Yes</b>	<b>No</b>
Adult education programs operated by BOE	<input type="radio"/>	<input type="radio"/>
Afterschool enrichment or other programs charging a fee for participation that includes the cost of beverages provided to students	<input type="radio"/>	<input type="radio"/>
Culinary arts programs	<input type="radio"/>	<input type="radio"/>
Family and consumer sciences classes	<input type="radio"/>	<input type="radio"/>
Family resource centers	<input type="radio"/>	<input type="radio"/>
Recipient schools under interschool agreements	<input type="radio"/>	<input type="radio"/>
Summer school programs (e.g., enrichment or exploratory) operated by board of education	<input type="radio"/>	<input type="radio"/>
Seamless Summer Option (SSO) and Summer Food Service Program (SFSP) operated by the BOE (applies only to a la carte sales)	<input type="radio"/>	<input type="radio"/>
Sports programs that charge a fee for participation and the fee includes the cost of beverages provided to students	<input type="radio"/>	<input type="radio"/>
USDA Afterschool Snack Program (all beverages in ASP snacks must meet the state beverage requirements)	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

Is the CSDE's List of Acceptable Foods and Beverages used to determine if all commercial beverages available for sale to students from other sources meet the state beverage requirements?

- Yes

No

Describe the process used by the district to determine that all commercial beverages available for sale to students from other sources comply with the state beverage requirements.

Do any other school organizations or programs sell any commercial foods to students?

Yes

No

Click "yes" or "no" to indicate which programs sell commercial foods to students.

	<b>Yes</b>	<b>No</b>
Adult education programs operated by BOE	<input type="radio"/>	<input type="radio"/>
Afterschool enrichment or other programs charging a fee for participation that includes the cost of foods provided to students	<input type="radio"/>	<input type="radio"/>
Culinary arts programs	<input type="radio"/>	<input type="radio"/>
Family and consumer sciences classes	<input type="radio"/>	<input type="radio"/>
Family resource centers	<input type="radio"/>	<input type="radio"/>
Recipient schools under interschool agreements	<input type="radio"/>	<input type="radio"/>
Summer school programs (e.g., enrichment or exploratory) operated by board of education	<input type="radio"/>	<input type="radio"/>
Seamless Summer Option (SSO) and Summer Food Service Program (SFSP) operated by the BOE (applies only to a la carte sales)	<input type="radio"/>	<input type="radio"/>
Sports programs charging a fee for participation that includes the cost of foods provided to students	<input type="radio"/>	<input type="radio"/>
USDA Afterschool Snack Program (all foods in ASP snacks must meet the CNS)	<input type="radio"/>	<input type="radio"/>

**Yes**

**No**

Other



Is the CSDE's List of Acceptable Foods and Beverages used to determine if all commercial foods available for sale to students from other sources meet the CNS?

Yes

No

Describe the process used by the district to determine that all commercial foods available for sale from other sources comply with the CNS.

Do any other school organizations or programs sell any foods made from scratch to students?

Yes

No

Click "yes" or "no" to indicate which programs sell foods made from scratch to students.

**Yes**

**No**

Adult education programs operated by BOE



Afterschool enrichment or other programs charging a fee for participation that includes the cost of foods provided to students



Culinary arts programs



Family and consumer sciences classes



Family resource centers



Recipient schools under interschool agreements

	Yes	No
Summer school programs (e.g., enrichment or exploratory) operated by BOE	<input type="radio"/>	<input type="radio"/>
Seamless Summer Option (SSO) and Summer Food Service Program (SFSP) operated by the BOE (applies only to a la carte sales)	<input type="radio"/>	<input type="radio"/>
Sports programs charging a fee for participation that includes the cost of foods provided to students	<input type="radio"/>	<input type="radio"/>
USDA Afterschool Snack Program (all foods in ASP snacks must meet the CNS)	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

Is the following documentation available for each food made from scratch: 1) a standardized recipe that indicates the nutrition information per serving; and 2) the appropriate completed CNS worksheet to indicate that the standardized recipe's serving complies with the CNS?

- Yes  
 No

Describe the process used by the district to determine that all foods made from scratch available for sale to students from other sources comply with the CNS. Indicate what recipes are used, who conducts the nutrient analysis of recipes, and what nutrient analysis software is used.

## End of Section 9: Foods and Beverages Sold from Other Sources

### Submitting List of Foods and Beverages Sold from Other Sources

If your district sells foods and beverages from other sources, review the CSDE's Districts Required to Submit Lists of Foods and Beverages. **If your district is listed**, you must

email the CSDE a list of all foods and beverages sold to students from all other sources in the district. This includes all commercial products (Form 6: Commercial Foods and Beverages Sold from Other Sources) and foods made from scratch (Form 7: Foods Made from Scratch Sold from Other Sources). For detailed instructions and guidance, refer to the CSDE's [Guidance for Submitting Lists of Foods and Beverages for Healthy Food Certification \(HFC\) Documentation](#).

## End of HFC Compliance Survey

Your HFC Compliance Survey is complete. Click "NEXT" below to submit your survey.

**Note:** You cannot go back to edit your answers after the survey is submitted.

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