Attachment B

SCNP Memo #2023-2024-82

May 23, 2024



2024 Virginia Food for Virginia Kids Cohort Application and Scoring Rubric

Question One (1): Confirmation of Applicant Eligibility

Please confirm the division meets the following requirements to participate in the 2024–2025 Virginia Food for Virginia Kids (VFVK) Cohort.

Scoring Rubric:

This question is not scored. Response must confirm the applicant meets the following criteria to participate:

* School Food Authority (SFA) is a self-operated food service program.
* SFA is in good operational standing.
* SFA is committed to operational change within the school meals program to increase scratch cooking, local food procurement, and student inspired meals.
* SFA has support from division leadership (school nutrition director and superintendent) to implement operational change.

Question Two (2): Applicant Operations

Are meals at the division prepared on site or at a central facility?

Scoring Rubric:

This response will provide details regarding the applicant’s current operations and will not be scored.

Question Three (3): Up to 12 Points

Please provide a short description of the division’s current school nutrition program operations. How does the division prepare its food (i.e. scratch cooking, speed scratch cooking, heat and serve, combination, etc.) and what is the division’s capacity for preparing food using fresh, whole ingredients? How has the division demonstrated a commitment to increasing scratch cooking?

Scoring Rubric:

* Responses should include the following:
  + An explanation of the applicant’s current school nutrition program operations.
  + A description of the applicant’s capacity for preparing food using fresh, whole ingredients.
  + The applicant’s demonstrated commitment to increasing scratch cooking.
* Zero (0) points will be awarded when the response does not include a description of these elements.
* Up to six (6) points will be awarded when the response includes a basic description of these elements.
* Up to 12 points will be awarded when the response includes a detailed description of these elements.

Question Four (4): Up to 12 Points

Does the division currently incorporate local food items? If so, what is the source of local items (i.e., DoD Fresh, distributor, direct from local farm(s), food hub, etc.)? How has the division demonstrated a commitment to increasing purchases of local food items?  
**Local food procurement** includes the purchasing of food items grown and/or raised within a specific geographic radius defined by the division.

Scoring Rubric:

* Responses should include a description of the following:
  + The applicant’s current local food purchases, if any.
  + The applicant’s sources of local food.
  + The applicant’s demonstrated commitment to increasing local food purchases.
* Zero (0) points awarded when the response does not include a description of these elements.
* Up to six (6) points awarded when the response includes a basic description of these elements.
* Up to 12 points awarded when the response includes a detailed description of these elements.

Question Five (5): Up to Eight (8) Points

Does the division currently incorporate student inspired meal offerings? If so, please explain if/how the division incorporates student preferences into menu development.  
**Student inspired meal offerings** includes participation from the student and overall school community in menu development. The School Nutrition Program engages with the student and school community to ensure meals reflect student interests and preferences.

Scoring Rubric:

* Responses should include a description of the following:
  + The applicant’s current incorporation of student inspired meal offerings.
  + If/how the applicant incorporates student preferences into menu development.
* Zero (0) points awarded when the response does not include a description of these elements.
* Up to four (4) points awarded when the response includes a basic description of these elements.
* Up to eight (8) points awarded when the response includes a detailed description of these elements.

Question Six (6): Up to Eight (8) Points

Participating divisions must have the commitment and drive to lead operational change within the school meals program in the areas of scratch cooking, local procurement, and student inspired meal offerings. Please provide a short description of the division's interest in and commitment to this work. (Please note that divisions do not need to have started these activities in order to participate in the VFVK Cohort.)

Scoring Rubric:

* Responses should include a description of the following:
  + The applicant’s organizational commitment and drive to lead operational change.
  + The applicant’s interest in and commitment to increasing scratch cooking, local procurement, and student inspired meal offerings.
* Zero (0) points awarded when the response does not include a description of these elements.
* Up to four (4) points awarded when the response includes a basic description of these elements.
* Up to eight (8) points awarded when the response includes a detailed description of these elements.

Question Seven (7): Up to Five (5) Points

VFVK Cohort Divisions typically focus their individual training and discussions on a few key focus areas that relate to scratch cooking, local procurement, and student inspired meals. Past examples have included menu strategy to incorporate scratch-cooked items, salad bar implementation, increasing local food procurement, increasing kitchen efficiency, and even maximizing a central warehouse facility. Please provide a short description of the division's proposed focus areas. (Please note that these focus areas can be changed once Cohort activities begin, and only serve to help the VDOE-SCNP understand the applicant's current interests.)

Scoring Rubric:

* This response will provide details regarding the applicant’s current focus interests in the areas of scratch cooking, local procurement, and student inspired meals. Up to five (5) points will be awarded for responses that indicate the applicant’s potential areas of interest.

Question Eight (8): Additional Applicant Information

Please provide any additional information to assist the VDOE-SCNP in its application review. (Optional)

Scoring Rubric:

This question serves as a space for the applicant to provide additional information to the VDOE-SCNP and will not be scored. However, the VDOE-SCNP may use the response to this question as supplemental information for the previous questions when scoring the application.

TOTAL MAXIMUM POINTS = 45