

Trumbull Public Schools Fundraiser Form and Information

Approving District Food and Beverage Fundraisers in Districts Implementing Healthy Food Certification

- All food fundraisers must meet the Connecticut Nutrition Standards and all beverage fundraisers must meet the beverage requirements of Section 10-221q of the Connecticut General Statutes (C.G.S.) **unless** the board of education or school governing authority votes to allow exemptions **and** the foods are sold at the location of events that occur after the school day or on the weekend, provided they are not sold from a vending machine or school store.^{1,2} For more information on beverages that meet the requirements of state statute, see the CSDE's handout, [Allowable Beverages in Connecticut Schools](#), on the [Beverage Requirements](#) Web page. For information on the Connecticut Nutrition Standards, see the [Connecticut Nutrition Standards](#) Web page.
- Fundraising organizations must identify how food and beverage items were evaluated for compliance with the Connecticut Nutrition Standards and C.G.S. Section 10-221q. For purchased items, the CSDE strongly recommends that districts use the **List of Acceptable Foods and Beverages** to determine which food and beverages may be sold, instead of evaluating items locally.³ This ensures that the district is in compliance with all state laws regarding healthy food certification. For all school-made foods, the district must conduct a nutrient analysis of the recipe.⁴ Information on evaluating recipes is available in the CSDE's handout, [Guidance on Evaluating School Recipes for Compliance with the Connecticut Nutrition Standards](#), and the CSDE's [Evaluating Foods for Compliance](#) Web page.
- All fundraisers must be structured so that 1) all foods meet the Connecticut Nutrition Standards and all beverages meet the requirements of state statute; **or** 2) foods and beverages are sold to students only at exempted events that meet the specified criteria (see first bullet above). If students are involved in delivering money to school for foods or beverages and picking up the foods or beverages at school, the fundraiser is selling foods to students on school premises and is not allowed. Fundraiser catalogs or order forms can be sent home with students. Students can sell items off school premises and return the order forms and money to school. Parents or other adults **must** pick up the foods and beverages for distribution.
- Connecticut's competitive foods regulation applies to the sale of all foods and beverages, including those that meet the Connecticut Nutrition Standards and the state beverage requirements. Section 10-215b-23 of the Regulations of Connecticut State Agencies specifies that the income from the sale to students of any foods or beverages sold anywhere on school premises from 30 minutes before the start of any state or federally subsidized milk or meal program (National School Lunch Program, School Breakfast Program, After-School Snack Program and Special Milk Program) until 30 minutes after the end of the program must accrue to the food service account. For more information, see the CSDE's handout, [Competitive Foods in Schools](#).

Additional information on acceptable fundraisers is found in the CSDE's handout, [Fundraising with Food and Beverages](#). The CSDE encourages schools to find alternatives to food fundraisers. For more information, see CSDE's handout, [Healthy Fundraising](#).

¹An event is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. For example, soccer games, school plays and interscholastic debates are events but soccer practices, play rehearsals and debate team meetings are not.

²The regular school day is the period that begins with the arrival of the first child at school and ends after the last instructional period.

³The CSDE [List of Acceptable Foods and Beverages](#) is a brand-specific list of food products that meet the Connecticut Nutrition Standards and beverages that meet the requirements of state statute.

⁴School-made foods include items that 1) are prepared from scratch using a recipe ,e.g., entrees, soup, baked goods, cooked grains, vegetables; or 2) require some additional processing by adding other ingredients after purchasing, e.g., popping popcorn kernels with added oil or making cookies from a mix and adding butter and eggs.



For more information, visit the [Healthy Food Certification](#) Web page or contact: Susan S. Fiore, M.S., R.D., Nutrition Education Coordinator, Connecticut State Department of Education, Bureau of Health/Nutrition, Family Services and Adult Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2075, susan.fiore@ct.gov.

Additional information can be found on the Trumbull Public Schools website / Food Services

Complete this form for all school fundraisers using food or beverages and submit to the, Food Services Department, Board of Education, 6254 Main Street, Trumbull CT 06611. At least 3 weeks prior to the event,

All food fundraisers must meet the Connecticut Nutrition Standards and all beverage fundraisers must meet the beverage requirements of Section 10-221q of the Connecticut General Statutes **unless** the board of education votes to allow exemptions **and** the foods and beverages are sold at the location of events that occur after the school day or on the weekend, provided they are not sold from a vending machine or school store. Information on acceptable fundraisers can be found in the Connecticut State Department of Education's (CSDE) handout, *Fundraising with Foods and Beverages*, at www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/Fundraisers.pdf.

School Where Fundraiser Will Occur: _____

Fundraising Organization: _____

Fundraising Contact Person: _____

Phone: _____ **E-mail:** _____

Date(s) of Fundraiser: **FROM** _____ **TO** _____
month / day / year month / day / year

1. Will the fundraiser sell any **food items**? Yes No, *Skip to question 2*
- a. Do the food items meet the Connecticut Nutrition Standards?
- No
- Yes, how determined? (e.g., items are on the CSDE's *List of Acceptable Foods and Beverages**, conducted recipe analysis)
- _____

2. Will the fundraiser sell any **beverages**? Yes No, *Skip to question 3*
- a. Do the beverages meet the requirements of state statute?
- No
- Yes, how determined? (e.g., items are on the CSDE's *List of Acceptable Foods and Beverages**, conducted recipe analysis)
- _____

3. List all food or beverage items sold, e.g., candy, cookie dough, cakes, soda, etc. (**Attach additional pages if necessary**)

Manufacturer	Food or Beverage

4. **Who** will the fundraiser items be sold to? (**Check all that apply**)
- Students Parents and Other Adults School Staff Other (Specify): _____
5. **Where** will the fundraiser be conducted? (**Check all that apply**) On school premises Off school premises
6. **When** will the fundraiser be conducted? (**Check all that apply**) During school day: **Indicate times** _____
- After school day: **Indicate times** _____ Weekends: **Indicate times** _____
7. Will the fundraiser be conducted at the **location of an event that has been exempted by the board of education**?
- No
- Yes, describe event: _____
8. **How** will the fundraiser be conducted? Explain the sales process, money collection process and pick up procedures:
- _____
- _____
- _____

* The CSDE's *List of Acceptable Foods and Beverages* includes brand-specific foods that meet the Connecticut Nutrition Standards and beverages that meet the requirements of state statute (<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322432>).

For District Use Only. Fundraiser is (Check One):

- Approved:** Fundraiser meets the Connecticut Nutrition Standards and/or the state beverage statute and will be conducted in compliance with the requirements of healthy food certification.
- Not Approved:** Reason _____

Signature

<Insert Title of Authorized Individual>

Date