

2017 District 9 4-H Food Challenge Guidelines

*(Participants can refer to the “Texas 4-H Food Challenge Rules and Guidelines Manual, 2016-2017” for more information and to prepare for the state contest. For the District 9 4-H Food Challenge specifically, **the following rules will supersede** any rule suggestions made in the state manual. Note that the rules are very similar, but there are a few variations)*

Very few significant changes are included in the written rules from the 2016 to the 2017 Food Challenge guidelines. Changes and clarifications are listed below and highlighted in the text that follows.

Notes of changes/clarifications for 2017:

**** Teams can express a preference for which day they would like to participate.***

****Adjustments to schedule, divisions/categories, and award determination will be made according to the number of teams entered in each age division***

PARTICIPATION RULES

1. Participation. Participants must be 4-H members currently enrolled in a Texas 4-H and Youth Development county program and actively participating in the Food and Nutrition project.

Any participant with known food allergies must notify contest chairs upon entering the contest and send a reminder after the contest schedule is issued and before the contest occurs.

2. Age. Age divisions are determined by a participant’s grade as of the current 4-H year.

Junior Division: Grades 3 thru 5

Intermediate Division: Grades 6 thru 8*

Senior Division: Grades 9 thru 12

**If a team has both Junior and Intermediate team members, regardless of the ratio, they must participate as an Intermediate team. For the last few years, District 9 has divided the intermediate category to accommodate the large number of teams participating in this age division. In general, the division has been made according to teams that are intermediate only and teams that have both intermediates and juniors as members. This practice will continue if feasible.*

3. Teams per county. There will be no limit on number of teams entered per county for 2017.

(Please note that this customary in District 9 and will continue as long as is appropriate, however this may change in the future.)

4. Members per team. Each team will have at least three and no more than five members. Teams may include a combination of members from the Junior and Intermediate age divisions; however the combined team must compete in the Intermediate age division. Senior teams may not include members from any other age division. See rule #2 for age divisions.

5. Substitution of team members. Substitution of team members should be made only if necessary. Only the same number of 4-H members registered for the district contest will be eligible to participate at the district level. No more than two team members may be substituted, up to the day of the Food Challenge. A team may participate with fewer members that registered as long as there are at least 3 members participating.

6. Entry fee. Each participant will be required to pay a registration fee to cover the cost of ingredients and awards for the contest. Registration and fees are due on 4-H Connect.

7. Food categories. There are four possible food categories in each age division: Main Dish, Fruits and Vegetables, Bread and Cereal, and Nutritious Snacks. Teams will be randomly assigned to a category. Assignments will not be announced until the official start of the contest. *It is also possible all groups will have the same category and similar ingredients and with variable options for their recipe creation choices.*

8. Attire. Aprons and hair coverings are not required. Each team will have the option of wearing coordinated clothing, aprons or hair coverings, but it is not required.

9. Resource materials provided at contest. Resource materials will be provided for each team at the contest. These include *Choose MyPlate- 10 Tips for a Great Plate, FightBac, Nutrient Needs at a Glance, Cooking Food Safely is a Matter of Degrees, Altering Recipes for Good Health, Food Challenge Worksheet*, and copies of grocery receipts (or an official price list).

At the District 9 contest, the “MyPlate mini-poster” will also be available (*this resource is currently NOT included on the state list of resources; however it has important information regarding food group examples and serving suggestions concepts that are evaluated on the scorecard. All teams need to be familiar with this information. Teams advancing to the state will need to be especially aware of this information since the resource will not be available at the state contest*)

No other resource materials will be allowed. Teams may not use their personal copies of the resources during the contest.

10. Supply box. Each team must supply their own equipment for the challenge. Teams may bring only the supplies listed in the supply box section as listed in the official Texas 4-H Food Challenge Guide and attached. Any extra equipment will be confiscated until the end of the contest and the team may be disqualified. (*Junior teams will NOT need to use hot plates or electric skillets*). For the safety of team members, it is important that all equipment is tested and participants are familiar with use and functions of the equipment.

Supply boxes and items should be clearly marked with identification of the team/county. The contest officials are not responsible for any items not retrieved after the contest. Although, one supply box per team is ideal, more than one box is acceptable. Teams are NOT disqualified or discounted if they do not have a complete list of supplies; they merely will only have those supplies to work with during the contest. However, anything not on the list must be removed before the contest begins.

11. State Contest Qualification. The top four scoring Senior teams, *not necessarily each first place team in each division*, will advance to the Texas 4-H Food Challenge.

12. Contest Schedule. *A detailed contest schedule will be available during the week preceding the contest and will be sent via email to agents from each county represented as well as team captains and members for which emails are available. The number of heats and categories will depend on the total number of teams entered. The number of teams entering the contest is unlimited and the actual number is unknown until shortly before the contest. The contest schedule and food categories will be structured for maximum efficiency and fairness. Adjustments may be made to the judging times, team distribution, and age and food categories in order to accommodate factors present at the time of the contest. Age groups may be divided into separate categories if there are a large number of teams in any one age division. Age groups will be divided only to keep the total number in a category at a manageable level. Any adjustments made will be designed to be fairly applied to all teams. Someone from the team or representing the team will need to arrive an hour or more before their assigned time to have supply boxes checked and verified. Teams can request to participate specifically Friday or Saturday and all efforts will be made to accommodate such requests.*

13. Participant Orientation: *Because of the staggered start times, there will not be a formal group participant orientation presentation on the day of the contest. Information will be posted on the District 9 4-H website. Informational emails may also be sent to the addresses provided through 4-H Connect contest registration and to county agents. Teams will need to be familiar with the written information concerning the contest. Questions should be directed to the local Extension office, or the District Office. Contest officials will also be available before and during the contest.*

14. Preparation Observation: Teams will be observed during the preparation phase of the contest and observation notes will be provided to the interviewing judges to consider in their final decisions. Observation notes will include all aspects of the preparation phase including food safety practices, teamwork, and timely clean-up. Behavior during the wait time before interviewing will also be observed. To ensure fairness to all teams, members cannot talk to each other while waiting for their interview time. Violation of the no talking rule is grounds for dismissal from the contest. Contestants are encouraged to bring a book to occupy their time if the wait becomes lengthy. The committee continues to work on strategies to move the interview process along more quickly and to provide activities during the wait time.

15. Awards- *Awards will be given for the top 4 teams in each age division. The method of determining the top 4 teams may vary depending on circumstances of the Big Time in D9 environment. For instance, if all teams compete in each designated age division, the top 4 teams from each division will be recognized as the top 4 teams. If age divisions are divided into 2 groups, the top two teams from each group will be designated as the top 4 teams of the age division. If an age division is divided into 4 categories and the top team in each group will be designated as the top 4 teams.*

RULES OF PLAY

1. Teams will report to the designated location for check-in.
2. Because of the staggered start times for each heat (sometimes called “round”), no formal participant orientation will be conducted. Teams are responsible for thoroughly reviewing information in this packet and available online at the District 9 4-H website. A brief review of procedure will be held 10 minutes prior to each heat.
3. Each team will be directed to a cooking/preparation station. There will be a set of ingredients at each station, but no recipe. The ingredients will represent a recipe from one of the following categories: Main Dish, Fruits and Vegetables, Bread and Cereal, and Nutritious Snacks.
4. General guidelines, resources and instructions will be located at each station to assist the team.
5. Each team will have 40 minutes to prepare a dish, plan a presentation, and clean up the preparation area.
6. Only participants and contest officials will be allowed in food preparation areas.
7. Teams that may experience any equipment malfunction(s) may not replace the equipment with supplies from another team, leader, volunteer, county Extension agent or contest official. Instead, team members must work together and be creative in completing preparation without the malfunctioning equipment.
8. Preparation: Each team will be provided with a set of ingredients reflective of the assigned category, and will create a dish using them. The ingredients and a clue will be at each station to assist the team.
 - a. The ingredients provided to each team are based upon a recipe; however, teams are challenged with being creative and developing their own recipe with the ingredients provided.
 - b. Teams are **not** required to incorporate each ingredient into the dish. (*Please note: the state contest requires the use of all ingredients, and teams may determine the exact amount of each ingredient to use.*)
 - c. Teams will have access to a “pantry” of additional ingredients that may be incorporated into their recipe. The number of additional ingredients a team may get will be determined by contest officials and announced prior to the beginning of the preparation phase.

Food pantry items (optional items that teams can acquire during the contest) may be offered to help teams enhance creativity. However, these additional items will not be a determining factor in the contest placing. If the supply of an item depletes, or no pantry items are offered, teams are encouraged to discuss potential variations in their interview. As always, judges are instructed to evaluate based on knowledge and presentation, not on actual ingredients used.

d. The ingredients provided to each team may also be used to garnish the dish. Additional garnishing items will not be provided.

e. Note cards and the Food Challenge Worksheet may be used to write down the recipe that the team invents, along with notes related to nutrition, food safety, and cost analysis. In the presentation, teams should be exact on ingredients used, preparation steps, cooking time, temperature, etc.

f. *District 9 has been including the preparation phase in the consideration for judging for several years.* Recently, teams at the **state** contest were also judged during the preparation phase of the contest. This judging is based upon observation only! Refer to the preparation Scorecard for details. *The state scorecard will be used at the district contest.*

e. Junior teams will not be given recipes that require the use of hot plates or electric skillets. Although junior teams may have a skillet or hot plate in their supply box, they are encouraged NOT to use it. The use of heat will not have a bearing on the judging/placing or increase a team's chances of winning.

9. Food safety: Each station will have food safety resources. Teams should follow the steps listed to ensure proper food safety and be prepared to discuss food safety practices used in the team presentation to the judges.

10. Nutrition: Each station will have a variety of nutrition resources/references. Each team should name key nutrients in their dish and their functions.

11. Cost analysis: Prices will be available for each ingredient provided to teams. Teams will need to find the ingredients on the list and calculate the price of the dish along with the price per serving. Teams will also need to determine the number of servings per recipe.

12. Presentation: At the conclusion of the preparation phase, each team will present their dish, according to the criteria on the score card, to a panel of at least two judges.

a. All team members must participate in the presentation, with at least three of them having a speaking role.

b. Judging time will include: 5 minutes for the presentation; 3 minutes for judges' questions; 4 minutes between team presentations for judges to score and write comments

IMPORTANT NOTE: *Interview/judging times and overall schedule may be altered to accommodate time and facility restraints. If adjustments occur, they will be applied equally to all teams in any affected category.*

c. Teams are allowed the use of note cards during the presentation but are discouraged to read from them, as this minimizes the effectiveness of their communication.

d. Judges may ask teams questions that are not directly related to the dish prepared. For example, some questions may address the general knowledge gained through the 4-H members' food and nutrition project learning experiences.

e. Talking and writing are NOT allowed among any team members while waiting to give the team presentation. Team members caught talking and/or writing will receive a warning. The second time, the team will be disqualified and asked to leave the contest facility. Team members should not have pens or pencils in their possession while waiting to give their presentation. *(This rule is established to ensure fairness for all teams by so that all teams are limited to the same amount of time for possible preparation discussion).*

f. Observation notes from the preparation phase will be shared with the judges to consider in their deliberations.

13. Clean-up: Teams must clean up their preparation areas. Clean-up time is included in the 40-minute preparation allotment. Teams should plan to not have access to a kitchen facility; therefore, dirty dishes should be placed in a plastic container, bag or box to be cleaned at home. Left-over food should be disposed of properly. Failure to clean-up properly and within the allotted time will be included in the observation notes.

All dirty dishes should be placed in a plastic bag. Food should not be dumped in the public restroom sinks! Hot items can be placed on top of the box and left out to cool, but it is important that everything else be put away and that the area look generally neat and clean.

14. To ensure food safety, judges are not allowed to taste the foods prepared. No left-over food should be shared with any participant or the audience.

15. Placing will be based on rankings of teams by judges. Judges' results are final.

16. Awards will be announced during the "Big Time in D9" awards assembly the evening following the contest. Teams and supporters are encouraged to stay for the entire awards presentation.

SUPPLY BOX

Each team will bring an equipment box containing only one each of the following items, unless a different quantity is noted:

Beverage glass	Liquid measuring cup
Bowls: Dip Size (1) Mixing (2) Serving (1)	Measuring spoons (1 set)
Calculator	Non-stick cooking spray
Can Opener	Note cards (no larger than 5 X 7) (1 package)
Cookie Sheet	Paper towels (1 roll)
Colander	Pancake turner
Cutting Boards (2)	Pencils (no limit)
Disposable tasting spoons (no limit)	Plastic box or trash bag for dirty equipment
Dry measuring cups (1 set)	Pot with lid
Electric Skillet (<i>not required for Junior teams</i>)	Potato masher
Extension cord (<i>Teams should be certain the extension cord is compatible [2-prong/3-prong] with the plugs on their electrical supplies</i>)	Potato peeler
First aid kit	Sanitizing wipes (1 container)
Food thermometer	Serving platter
Fork	Serving utensil
Gloves	Skewers (1 set)
Grater	Skillet with lid
Hand sanitizer	Spatula
Hot pads (up to 5)	Stirring spoon
Kitchen shears (1 pair)	Storage bags (1 box)
Kitchen timer	Tongs
Knives (2)	Two single-burner hot plates OR one double-burner plate - electric only (<i>not required for Junior teams</i>)
	Whisk

PARTICIPANT ORIENTATION NOTES

1. Welcome to the 4-H Food Challenge!
2. Teams will have 40 minutes to prepare a dish, plan a presentation, and clean up the preparation area. A 20 minute warning, 10 minute warning, 5 minute warning, and 1 minute warning will be given. We suggest that you start working on your presentation at the 10 minute warning. NO talking is allowed after the 40 minutes is up.
3. Each team will be provided with a set of ingredients reflective of the assigned category and a clue, and will create a dish using them.
 - a. The ingredients provided to each team are based upon a recipe; however, teams are challenged with being creative and developing their own recipe with the ingredients provided.
 - b. Teams are not required to use each ingredient in the dish (*please note this may be different that the state contest rule*). Teams may determine the exact amount of each ingredient to use.
 - c. A “pantry” of additional ingredients may be provided from which teams can choose items to enhance their recipe. *Food Pantry items (optional items that team can acquire during the contest) may be offered to help teams enhance creativity (this may not happen at state). However, these additional items will not be a determining factor in the contests. If a supply of an item depletes, or no pantry items are offered, teams are encouraged to discuss potential variations in their interview. As always, judges are instructed to evaluate based on knowledge and presentation, not on actual ingredients.*
 - d. The ingredients provided to each team may also be used to garnish the dish. Additional garnishing items will not be provided.
4. Teams that may experience any equipment malfunction(s) may not replace the equipment with supplies from another team, leaders, volunteers, county Extension agents or contest officials. Instead, team members must work together and be creative in completing preparation without the malfunctioning equipment.
5. If electricity goes out during the preparation phase of the contest, teams are asked to turn away from the table immediately. Contest officials will stop the clock so that no preparation time is lost.

If there is not a clear power outage (for instance a breaker trips and only some outlets are not working) teams should treat the event as an equipment malfunction and continue to work (unless contest officials call for a cease of activity in the room). Judges will be informed of any major malfunctions in the prep room and will take the interruption into consideration. Remember that the food appearance/quality is only 5% of the score. The rest of your score is based on what you know, how you communicate and how you work together.

6. Ingredients may be divided among teams to minimize the cost and reduce wastefulness. If teams need to see an original food package and/or the nutrition facts label, information may view at the ingredient table set up in the preparation room.

7. Assume all fresh produce (fruits and vegetables) has been washed prior to the contest. *(But, also know that it may not have been washed due to time constraints, therefore do not consume any of the contest food. Along the same lines, potentially hazardous foods may not have been kept at the proper temperature and therefore should not be consumed either)*

8. Igloos/jugs full of water or sinks will be located throughout the room if you need it.

9. Trash cans are located throughout the room for your use.

10. Each team has the opportunity to include a small first aid kit in your supply box. If you did not bring a first aid kit, contest officials have one. If you happen to need first aid due to a cut or burn, please let an agent or contest volunteer know immediately so they can assist you!

11. During the preparation phase teams will be observed by monitors in the room. Notes of the observation will be shared with the interview judges to use in their final decision making. Teamwork, following food safety principles, and timely clean-up will be noted in addition to any other observation related to the objectives of the contest.

12. After the 40-minute preparation time is up, your area MUST be clean and all the supplies and extra food items must be in your supply box. If you have a hot plate cooling, it may be the only thing out on the table other than the food you are presenting to the judges.

13. After time is called for the 40-minute preparation period, talking and writing is NOT allowed among any team members. Team members caught talking and/or writing will receive a warning. The second time, the team will be disqualified and asked to leave the contest facility. Team members should not have pens or pencils in their possession while waiting to give their presentation. This helps ensure all teams have an equally fair chance in preparing their presentation.

14. Please remain still once time is up and do not leave the room unless escorted by your group leader to another room to wait to give your team presentation.

15. If you need to use the restroom, please let your group leader know.

16. *Your team will be judged as close to your assigned time as possible. Interview times and schedule may be altered to accommodate time restraints. If adjustments occur, they will be applied equally to all teams.*

17. After your team presentation, you are dismissed to leave. Please be quiet when you leave – taking your dish and supply box with you! Please do not wash dishes in the public restrooms. Contest officials are not responsible for any items left behind.

18. If you have any questions, please ask the agents and/or volunteers helping with the contest.

19. Best wishes for a fun and educational experience!!!