2023-24 Tennessee Junior Chef Competition
Application Instructions

Step 1: Download and save the Application (Excel document). Name the document in the following format: "District Name_School Name_Team Name_Recipe Name." Example: *Davidson_Nashville High School_Cool Cooks_Turkey*

There are six (6) worksheets (or tabs) in the workbook. All tabs must be completed except for the Taste Test tab, which is optional (more details below). The following is a list and explanation of the worksheets:

1. Instructions: The general instructions for completing the application.
2. Application: The sheet in which you will enter your team information, recipe ingredients and instructions.
3. Recipe Analyzer Tool: The sheet in which you enter the calorie and nutrient information for each ingredient used in the recipe. The tool will calculate the totals for the entire recipe and one serving.
4. Taste test: A sheet for a summary of your student taste testing.
5. Recipe photo: The sheet into which you will insert a photograph of your dish. If you are not able to insert your photograph, you may email the photograph as a separate attachment when you submit your application to Lynsey.Paul@tn.gov.
6. Sample recipe: A sample recipe with the Recipe Analyzer Tool completed as an example.

Step 2: Read the application instructions in the Instructions sheet. *Note: As you are completing the application, be sure to save your application periodically to ensure no information is lost.*

Step 3: Click on the Application Sheet and complete the fields in the following sections:

Team Application

a. Team name: Enter the name of the team.
b. School district: Enter the name of the school district.
c. School name: Enter the name of the school.
d. School mailing address: Enter the school's mailing address.
e. Name of Principal or District Administrator: Enter the name of the school Principal or District Administrator.
f. Digital signature: Request a digital copy of the principal's signature, save it as an image, and insert the image in the "Digital Signature" field. See instructions on how to do this in the Instructions sheet.
g. Name of School Nutrition Director: Enter the name of the School Nutrition Director.

h. Digital signature: Request a digital copy of the School Nutrition Director's signature, save it as an image and insert the image into the "Digital Signature" field. See instructions on how to do this in the Instructions sheet.

i. School Nutrition Director email or contact phone number: Enter an email address or phone number for the School Nutrition Director.

Adult Coach

a. Supervising adult/coach: Enter the name of the adult/coach.

b. Relation to student team members: Identify the relationships of the adult/coach to the students (i.e., Family and Consumer Sciences teacher, Culinary Club advisor, etc.).

c. Mailing address: Enter the mailing address of the adult/coach.

d. Phone number: Enter the personal cell phone number of the adult/coach. If chosen to participate in the cooking competition, this phone number will be used to contact the adult/coach in case of emergency or necessity.

e. Email address: Enter the email address of the adult/coach. This will be the primary contact for the team.

Team Members

a. Enter the name and grade of all team members on separate lines.

Recipe Entry Form

a. Recipe name: Enter the name of your recipe.

b. Recipe description: Enter a description of your recipe. Try to use descriptive words (i.e., crisp, spicy, etc.) and cover the taste, texture and appearance of the dish.

c. Recipe source: If you are starting from an existing recipe, identify the source of the original recipe. (i.e., website, cookbook, etc.).

d. Yield: Enter the number of servings the recipe makes.

e. Serving size: Enter the size of a single serving of the recipe.

f. School Nutrition crediting: Enter which components (i.e., meat, vegetable, fruit, grain, dairy) and how much (i.e., ¼ cup, ½ cup, 1 oz., etc.) are provided in a serving of the recipe. Tip: Your district's School Nutrition Director can assist you with determining the crediting of your recipe.

g. Preparation time: Enter the time it takes for preparation.

h. Cooking time: Enter the time it takes to cook the recipe (the preparation and cooking time should equal the entire time it takes to make the recipe).

Nutrient Composition

If you are using a nutrient analysis software to analyze your recipe, you will need to enter the information from the analysis into this section. If using the Recipe Analyzer Tool to analyze your recipe, these fields should populate after you complete the Recipe Analyzer Tool.

    a. <u>Calories per serving:</u> This field will populate from the information entered in the Recipe Analyzer Tool. If it does not, enter the calories per serving of the recipe, from field "F31" in the Recipe Analyzer Tool.

    b. <u>Milligrams of sodium per serving:</u> This field will populate from the Recipe Analyzer Tool. If it does not, enter the milligrams of sodium per serving, from field "K31" in the Recipe Analyzer Tool.

    c. <u>Percent calories from saturated fat:</u> This field should populate from the Recipe Analyzer Tool. If it does not, enter the percent calories from saturated fat from field "L33" in the Recipe Analyzer Tool.

    d. <u>Is the recipe *trans* fat free?</u> Enter "Yes" or "No" in the field in response to whether the recipe is *trans* fat free. If you respond "Yes",all ingredient labels should indicate 0 grams of *trans* fat per serving.

Ingredients

Enter each ingredient on a separate line. Enter the amount of the ingredient (i.e., 1, ½, etc.), the unit/measure (i.e., tsp., Tbsp., cup, oz., etc.) and the name of the ingredient.

Instructions:

Enter the instructions for making the recipe. Including but not limited to: cutting technique, cooking (broil, steam, etc.) technique, equipment used, etc.

Step 4: Recipe Analyzer Tool: If you are not using a nutrient analysis software to analyze your recipe, complete the Recipe Analyzer Tool. In this sheet you will enter the calorie and nutrient information for each ingredient in the recipe. The ingredients, amounts, and units/measures should populate from the Application after you enter your recipe ingredients. Review the directions for completing the Recipe Analyzer Tool before beginning.

    a. If the yield does not populate from the Application, enter the number of servings your recipe makes into field "C4". Do **not** enter a range (6-8). Enter a single number (6).

    b. Calculate the total amount of calories, milligrams of sodium and grams of saturated fat, for each ingredient used in the recipe. You should use nutrition facts labels, the Common Foods Nutrition Information Resource, or the USDA Nutrient Database- Food Data Central at:

School Nutrition Program • Andrew Johnson Tower, 10th floor • 710 James Robertson Parkway • Nashville, TN 37243 3 |
Revised: November 2022
Tel: (800) 354-3663 • Fax: (615) 532-5303 • tn.gov/education

https://fdc.nal.usda.gov/index.html to complete these calculations. Do **not** enter units of measure after the numbers (cal, g, mg).

Note: there is a Sample Recipe tab as an example of how the Recipe Analyzer Tool should look.

c. Enter the per serving calories, per serving milligrams of sodium, and percent calories from saturated fat onto the application page **if** the numbers do not automatically populate. These values will be automatically calculated based on your recipe yield and the ingredient information you enter.

Step 5: Taste Test Sheet: Taste tests are optional to complete. By completing a student taste test, your team may learn of the recipe's student acceptability. Your team will not be penalized if a student taste test is not conducted, nor will your team receive extra points if a taste test is conducted. If you do conduct a student taste test, enter a summary of the results by completing each of the fields. You may submit a photo of your taste test along with your application.

a. Enter a brief description of how you conducted the taste test.
b. Enter the number of students who tasted the recipe.
c. Enter the number of students that liked the recipe.
d. Enter the number of students that did not like the recipe.
e. Enter the number of students that would try the recipe again.
f. Enter a summary of the feedback your team received on the recipe.
g. Describe the changes made (if any) to the recipe based on the feedback received.

Step 6: Recipe Photo Sheet: Insert a photograph of your dish.

a. Select a cell in the Recipe Photo sheet, go to the Insert tab at the top of the sheet, click on "Picture" and choose the photo you'd like to insert. You may also submit a photograph of your dish via email, along with your application.

Step 7: Save your Application.

Step 8: Submit your Application to Lynsey.Paul@tn.gov by **January 19, 2024**. Please title your e-mail as "Junior Chef Competition Entry for District Name - School Name - Team Name."

This program was adapted from the Georgia Department of Education Student Chef Competition.