Memo To: District 10 County Extension Agents

Subject: 2015-16 District 10 Food Challenge Contest Letter
Hill Country Youth Event Center in Kerrville, TX

From: Kathleen Greer                  Megan Logan
District Extension Administrator    4-H Specialist

The District 10 4-H Food Challenge will be held December 5, 2015 at the Hill Country Youth Event Center in Kerrville, TX. This contest challenges teams of 4-H members to create a dish using only a predetermined number of ingredients. From these ingredients, team members must identify and prepare the dish, then make a presentation about it to the judges. Below are the details about the District 10 Contest.

**Tentative Schedule: (subject to change depending on number of entries)**

December 4 — Agent Committee please hold December 4th so we can purchase groceries & prep for the contest and then head over to the Hill Country Youth Event Center for setup. Time will be sent out once confirmed with the Hill Country Youth Event Center.

**December 5, 2015**

<table>
<thead>
<tr>
<th>Time</th>
<th>Heat 1</th>
<th>Heat 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:45</td>
<td>Agents/Committee Arrive</td>
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<tr>
<td>10:00</td>
<td>Food Challenge Judges Arrive</td>
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<tr>
<td>10:30</td>
<td>Heat One contestants arrive and check boxes</td>
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<tr>
<td></td>
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<td>1:50</td>
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<tr>
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<td>Awards Program - <em><strong>subject to change depending on tabulation time</strong></em></td>
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Note: Lunch will be provided for Agents/Judges/Group Leaders.
Age Divisions:
There will be three age divisions for the Food Challenge. 4-H’ers age will be determined based on their grade as of August 31, 2015.

- Juniors – 3rd Grade (and 8 years old) – 5th Grade
- Intermediates – 6th – 8th Grade
- Seniors – 9th- 12th Grade (has not surpassed their 18th birthday as of August 31, 2015)

Team Information and Number of Entries:
An entry for the Food Challenge consists of teams of 3 to 5 members in the same age division. If a county does not have enough 4-H’ers in an age division to create a team, the following age groups may combine to create teams: Juniors may move up to the Intermediate age division and the team will compete as an Intermediate team. Intermediates may NOT move up to the senior age division. Seniors may not move down to a younger age division.

Teams will be divided into A & B groups and the group assignments will be made once registrations are received and approved. An email will be sent out to the county agents informing them of the time their county teams are assigned to arrive at the contest. Agents will need to let their teams know their assigned times.

Counties may advance the following number of teams in each age division:
- Juniors – 2 teams
- Intermediates – 2 teams
- Seniors – 2 teams

Here are suggestions on how counties may conduct their County Food Challenge to determine what two teams will advance to the District Contest.

- At the county contest, all teams within one age division are judged against each other and placed (not judged and placed according to food category).
- If your county has a large participation in the County Contest and you plan to use more than one set of judges for an age division (i.e. a set of judges for each food category), you may need to have 1st place teams in each food category do a second presentation/interview with a new set of judges to determine which two teams will advance to District.
- Counties may choose to have only two food categories for each age division at the County Food Challenge. First place winners in each food category will advance to District.

There will be four food categories in each age division at the District Contest: Main Dish, Fruits and Vegetables, Bread and Cereal, and Nutritious Snacks. Teams will be randomly assigned to a category, but assignments will not be announced until orientation the morning of the contest.

If there are 12 or less senior teams they will all compete in the same category and the top four teams will advance to State 4-H Roundup. If there are more than 10 teams then the seniors will be divided in to two categories with first and second from each category advancing to State 4-H Roundup.
**Contest Registration:**
Registration will be conducted on 4-H Connect. Each member of a team will be required to register. The registration fee will be $10 per team member and will cover contest food and supplies, insurance, and awards. **Registration will be open on 4-H Connect** **November 1-16, 2015**, Late Registration will be from November 17-18, 2015 for an additional $25 fee. No refunds will be given for Food Challenge. A substitution may be made if someone decides not to go or is ineligible.

*This year, the process will return to each individual member registering on 4-H Connect, themselves and agents will list their teammates in a manager field before sending on to the District Level.*

**Contest Rules & Guidelines:**
County teams will need to review the Texas 4-H Food Challenge Manual for all of the contest rules and guidelines.

Please make sure that teams understand the following details for the District Contest:

- Teams must provide their own supply box of equipment and other items listed on the supply list in the Food Challenge Manual.
  - Please review supply lists attached. There are now 3 different ones based on age division. This was done to cut back on the electricity usage at the facility as well as help new teams get started.
- Teams may NOT SHARE supply boxes
- Teams will be provided the following items at the contest:
  - Food ingredients
  - The recipe ingredient list with nutrition information, the food category and a clue about their recipe
  - Copy of the Food Challenge Worksheet
  - Notebook with the printed resources (reference food challenge manual)
  - Grocery Store Receipts

**Agent Assignments:**
Enclosed in the packet are the agent assignments. Please review carefully and make sure you have the December 5th date on your calendar. **All FCS and 4-H agents will be required to attend, including CEP and EFNEP.** If you are unable to fulfill your duties, it is your responsibility to get permission from your direct supervisor and to notify Megan. **If you are exempt from attendance, then you will be responsible for securing a volunteer to fulfill your assigned duties at the contest.**

**Lunch**
Lunch will be provided in the kitchen off the Ballroom for Agents/Judges/Group Leaders so please be sure your kids have parents/coaches to assist your 4-H members with lunch because you will be unavailable to take them to lunch.

**Judges for Food Challenge:**
Counties will be required to recruit and confirm a minimum of two adult volunteers to serve as judges for the Food Challenge. **Please complete the Food Challenge Judge/Category Leader Recruitment form that is included in this packet and return it by e-mail to Liza Silva at lmsilva@ag.tamu.edu by November 18, 2015.**
The judging assignments will be sent out prior to the contest so that you can inform your volunteers of their assignments.

**PLEASE NOTE THAT THE PHONE NUMBER AND E-MAIL FOR VOLUNTEERS IS REQUIRED! WE WILL TRY TO E-MAIL THEM ONCE ASSIGNMENTS ARE MADE.**

**4-H Council Officers and Members to Assist with Awards Program:**
A form is included in this packet for youth to be nominated to assist with the Food Challenge Awards Program. Please provide senior 4-H members with this opportunity and submit the form to the District Office by **November 18, 2015**. If you have no seniors interested, you may invite intermediate youth to apply. 4-H’ers selected to assist with the Food Challenge Awards Program will be contacted by Cory Talley or Stacy Drury prior to the Food Challenge with details.

**Information for 4-H Families:**
A sample letter is enclosed in this packet for counties to use in communicating with the 4-H members and families who will be competing in the District Food Challenge. Please edit as needed to fit your county’s needs.

**In the case of inclement weather, please refer for families to look at the District 10 Facebook page.**

**Enclosures**
- Food Challenge Agent Assignments
- District 10 Food Challenge Judge’s Form
- Food Challenge Awards Program Volunteer Form
- Sample Letter for Participants/Families
- Maps
Food Challenge Agent Assignments

Food Challenge Committee
Charla Bading (Chair)  Grace Guerra-Gonzalez
Krystal Batten        Connie Sheppard
Sonia Coyle          Crystal Wiltz
Angela Fiedler

Recipes and Clues   Charla Bading/Crystal Wiltz
Receipt              Charla Bading/Crystal Wiltz
Heat Coordinators   Carissa Wilhelm/Krystal Batten
Materials Needed for Judges/Contestants Megan Logan
Awards               Megan Logan
Registration         Maggie Johnson/Nelda Speller
Supply Box Check In Sonia Coyle/Jana Osbourn
Judge/Group Leader Orientation Gretchen Sanders
Participant Orientation Connie Sheppard
Tabulation/Compile Results Charla Bading/Megan Logan
Judges/Volunteer Meal Angela Fiedler
Awards Program       Cory Talley/Stacy Drury

- Develop awards program script
- Work with 4-H members who sign up to assist with awards program
- Put out signs for participant seating

Agents To Serve As Judges/Other Duties: Bastrop FCS, Jason Mangold, Natalie Cervantes, Bexar FCS, Bexar EFNEP, Comal 4-H, Shea Nebgen, Gillespie 4-H, Janie Pineda, Matt Miranda, Laura Petty, Koy Coffer, Sandra Kunkel, Jessica Stapper, Travis EFNEP, Charlotte Wehrman, Molly Flores, Wilson FCS, and Wilson 4-H.
Items District Office/Committee Members Will Provide:

- Food (Committee will purchase day of contest)
- Bags for ingredients – one per team
- Receipts for each team
- Trash Bags
- Paper Towels (to clean tables in between rounds)
- Sanitary Wipes (to clean tables in between rounds)
- Gallons of Water
- Resource Notebooks
- Participant and Judge’s Orientation Materials
- First Aid Kit
- Table Sign Holders
- Team Signs to Place At Work Stations
- Recipes for Judges/Food Lists for Teams
- Folders for Category Chairman
- Score sheets
- Pencils
- Clipboards
- Awards
- Judge’s Gifts
- 4-H and American Flag & Flag Stands
- Tool Box
- Timers
- Programs for Awards Program
- Registration Information
- Computer
- Printer
## JUNIOR Supply Box List

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

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beverage glass</td>
<td></td>
</tr>
<tr>
<td>Bowls</td>
<td></td>
</tr>
<tr>
<td>- Dip Size (1)</td>
<td></td>
</tr>
<tr>
<td>- Mixing (2)</td>
<td></td>
</tr>
<tr>
<td>- Serving (1)</td>
<td></td>
</tr>
<tr>
<td>Calculator</td>
<td></td>
</tr>
<tr>
<td>Can Opener</td>
<td></td>
</tr>
<tr>
<td>Cookie sheet</td>
<td></td>
</tr>
<tr>
<td>Colander</td>
<td></td>
</tr>
<tr>
<td>Cutting Boards (2)</td>
<td></td>
</tr>
<tr>
<td>Disposable tasting spoons (no limit)</td>
<td></td>
</tr>
<tr>
<td>Dry measuring cups (1 set)</td>
<td></td>
</tr>
<tr>
<td>First aid kit</td>
<td></td>
</tr>
<tr>
<td>Fork</td>
<td></td>
</tr>
<tr>
<td>Gloves</td>
<td></td>
</tr>
<tr>
<td>Grater</td>
<td></td>
</tr>
<tr>
<td>Hand sanitizer</td>
<td></td>
</tr>
<tr>
<td>Kitchen shears (1 pair)</td>
<td></td>
</tr>
<tr>
<td>Kitchen timer</td>
<td></td>
</tr>
<tr>
<td>Knives (2)</td>
<td></td>
</tr>
<tr>
<td>Liquid measuring cup</td>
<td></td>
</tr>
<tr>
<td>Measuring spoons (1 set)</td>
<td></td>
</tr>
<tr>
<td>Note cards (1 package - no larger than 5 X 7)</td>
<td></td>
</tr>
<tr>
<td>Paper towels (1 roll)</td>
<td></td>
</tr>
<tr>
<td>Pencils (no limit)</td>
<td></td>
</tr>
<tr>
<td>Plastic box or trash bag for dirty equipment</td>
<td></td>
</tr>
<tr>
<td>Potato masher</td>
<td></td>
</tr>
<tr>
<td>Potato peeler</td>
<td></td>
</tr>
<tr>
<td>Sanitizing wipes (1 container)</td>
<td></td>
</tr>
<tr>
<td>Serving platter</td>
<td></td>
</tr>
<tr>
<td>Serving utensil</td>
<td></td>
</tr>
<tr>
<td>Skewers (1 set)</td>
<td></td>
</tr>
<tr>
<td>Spatula</td>
<td></td>
</tr>
<tr>
<td>Stirring spoon</td>
<td></td>
</tr>
<tr>
<td>Storage bags (1 box)</td>
<td></td>
</tr>
<tr>
<td>Tongs</td>
<td></td>
</tr>
<tr>
<td>Whisk</td>
<td></td>
</tr>
</tbody>
</table>
INTERMEDIATE Supply Box List

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

- Beverage glass
- Bowls
  - Dip Size (1)
  - Mixing (2)
  - Serving (1)
- Calculator
- Can Opener
- Cookie sheet
- Colander
- Cutting Boards (2)
- Disposable tasting spoons (no limit)
- Dry measuring cups (1 set)
- Electric Skillet
- Extension cord  
  *(Teams should be certain the extension cord is compatible (2-prong/3-prong) with the plugs on their electrical supplies)*
- First aid kit
- Food thermometer
- Fork
- Gloves
- Grater
- Hand sanitizer
- Hot pads (up to 5)
- Kitchen shears (1 pair)
- Kitchen timer
- Knives (2)
- Liquid measuring cup
- Measuring spoons (1 set)
- Non-stick cooking spray
- Note cards (1 package - no larger than 5 X 7)
- Paper towels (1 roll)
- Pancake turner
- Pencils (no limit)
- Plastic box or trash bag for dirty equipment
- Potato masher
- Potato peeler
- Sanitizing wipes (1 container)
- Serving platter
- Serving utensil
- Skewers (1 set)
- Spatula
- Stirring spoon
- Storage bags (1 box)
- Tongs
- Whisk
SENIOR Supply Box List

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

- Beverage glass
- Bowls
  - Dip Size (1)
  - Mixing (2)
  - Serving (1)
- Calculator
- Can Opener
- Cookie sheet
- Colander
- Cutting Boards (2)
- Disposable tasting spoons (no limit)
- Dry measuring cups (1 set)
- Electric Skillet
- Extension cord
  *(Teams should be certain the extension cord is compatible (2-prong/3-prong) with the plugs on their electrical supplies)*
- First aid kit
- Food thermometer
- Fork
- Gloves
- Grater
- Hand sanitizer
- Hot pads (up to 5)
- Kitchen shears (1 pair)
- Kitchen timer
- Knives (2)
- Liquid measuring cup
- Measuring spoons (1 set)
- Non-stick cooking spray
- Note cards (1 package - no larger than 5 X 7)
- Paper towels (1 roll)
- Pancake turner
- Pencils (no limit)
- Plastic box or trash bag for dirty equipment
- Pot with lid
- Potato masher
- Potato peeler
- Sanitizing wipes (1 container)
- Serving platter
- Serving utensil
- Skewers (1 set)
- Skillet with lid
- Spatula
- Stirring spoon
- Storage bags (1 box)
- Tongs
- Two single-burner hot plates OR one double-burner plate (electric only!)
- Whisk
Food Challenge Awards Program Volunteer Form

Each county can only submit one name plus one alternate to represent their county on the program. **These youth must be senior 4-H members.** If you have a 4-H member serving as an officer or as a member on the Family & Consumer Sciences Project Committee, list them in the first slot. **Fill out form and e-mail it to Liza Silva at lmsilva@ag.tamu.edu by November 18, 2015.** Selections will be made and 4-H’ers will be notified by e-mail.

Please mark the duties below that the 4-H’er would be willing to do at the awards program.

<table>
<thead>
<tr>
<th>Master/Mistress of Ceremonies</th>
<th>Pledges</th>
<th>Welcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction of Guests</td>
<td>Food Challenge Objectives</td>
<td>4-H Prayer</td>
</tr>
<tr>
<td>Assist with Awards</td>
<td>Closing Comments</td>
<td></td>
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<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>City, Zip Code</td>
<td></td>
</tr>
<tr>
<td>Phone Number</td>
<td></td>
</tr>
<tr>
<td>e-mail Address</td>
<td></td>
</tr>
<tr>
<td>Is this 4-H’er an officer in the FCS Project Committee?</td>
<td>Yes</td>
</tr>
<tr>
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<td>Yes</td>
</tr>
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**Alternate**

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<th>Address</th>
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</thead>
<tbody>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>City, Zip Code</td>
<td></td>
</tr>
<tr>
<td>Phone Number</td>
<td></td>
</tr>
<tr>
<td>e-mail Address</td>
<td></td>
</tr>
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</tr>
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MEMO TO: ___________ COUNTY FOOD CHALLENGE PARTICIPANTS

SUBJECT: DISTRICT 10 4-H FOOD CHALLENGE – December 5, 2015
Hill Country Youth Event Center in Kerrville, TX

FROM: _____________________________
CEA

Congratulations on advancing to the District 10 4-H Food Challenge! We are excited about this new contest and hope you and your teams are ready to face off against other teams to find out who the Food Challenge champions will be! Please review this letter carefully for details about the District Food Challenge.

Tentative Schedule: (subject to change depending on number of entries)

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County Team Entries:
The following teams will be competing for _______ County at the District Food Challenge. (Insert list of teams below – county may have 2 junior, 2 intermediate, and 2 senior teams)

Contest Registration:
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  - The recipe ingredient list with nutrition information, the food category and a clue about their recipe
  - Copy of the Food Challenge Worksheet
  - Notebook with the printed resources (reference food challenge manual)
  - Grocery Store Receipts

Attached is the map to the Hill Country Youth Event Center in Kerrville, TX for your reference as you travel to the Food Challenge!

Good luck to you as you represent _______ County in the District 10 Food Challenge! If you have any other questions, please contact the Extension Office.
Map to Hill Country Youth Event Center

Kerr County Hill Country Youth Event Center
3785 Highway 27
Kerrville, TX 78028