



# Rhode Island Health Care Local Food Challenge

## Rules & FAQ

Congratulations on joining the Rhode Island Health Care Local Food Challenge! The game is on! The Rhode Island Health Care Local Food Challenge is designed to give you credit for the good work you are already doing to buy local foods and to inspire you to find new ways to increase your support of our local farmers and fishers. The winner of the challenge is deemed the *Local Food Champion* and wins \$1000! However, no one loses, as all participants will be acknowledged for their great work and the real winners will be your patients, staff, and communities! Health Care Without Harm (HCWH) will provide resources and technical assistance throughout the duration of the challenge.

### RULES AND GUIDELINES

All challenge participants report activities on at least a quarterly basis (see schedule below) via this [simple online form](#). The only required activity is to participate in one activity from the Procurement category. All other challenge activities are voluntary but the more you do and the more you report on your good work, the better chances you have of winning! *Challenge participants may count any purchases of local food or activities retroactively beginning May 1, 2015 through May 31, 2016.* We request that participating facilities send Challenge Lead John Stoddard, [jstoddard@hcwh.org](mailto:jstoddard@hcwh.org) the contact for a minimum of two facility staff: 1 from food services and 1 from a department overseeing facility communications or education.

For the purposes of the Challenge, local is defined using the Rhode Island Food Policy Council three tier definition: Tier 1 = Grown, Raised or Caught in Rhode Island; Tier 2 = Grown, Raised or Caught in New England; Tier 3 = Value-added product produced in Rhode Island from ingredients that may or may not be grown, raised, or

caught in Rhode Island. For example RI-produced tomato sauce, RI-roasted coffee, RI bakery products.

### WHAT DO I NEED TO DO NEXT?

1. Communicate with your vendors about your participation in the challenge
2. Email John Stoddard, [jstoddard@hcwh.org](mailto:jstoddard@hcwh.org) with the names of the two point persons for the Challenge.
3. Buy and promote local!

### FAQ

**How do I win?** The Challenge activities are divided into 3 categories: procurement, education, and staff engagement, which are outlined on the Challenge Score Card. The more activities you do and report within these categories, the greater your chances to win! See the Challenge Score Card for details or visit, <https://noharm-uscanada.org/RILocalFoodChallenge>.

**What if an educational activity I do is not listed on the scorecard?** That is okay! We welcome you to be creative in planning your activities and encourage you to report any activities you feel worked towards the goals of the Challenge, which are to buy and educate about local foods. These activities are subject to review and approval by the Challenge Advisory Team, however activities that promote and educate about local foods to hospital staff, clinicians, patients, visitors, and your community will likely qualify.

### What am I required to do as a Challenge participant?

All challenge participants will be required to report activities on a quarterly basis (see the Challenge timeline for below deadlines) via this [simple report form](#). Participation in the Procurement category is the only

required activity. All other activities are voluntary but the more you do the better chances you have of winning!

**What is considered local?** Local shall be identified by the Rhode Island Food Policy Council tier definition: Tier 1 = Grown, Raised or Caught in Rhode Island; Tier 2 = Grown, Raised or Caught in New England; Tier 3 = Value-added product produced in Rhode Island from ingredients that may or may not be grown, raised, or caught in Rhode Island. For example RI-produced tomato sauce, RI-roasted coffee, RI bakery products.

**How does this definition of local fit with the Health Care Without Harm (HCWH) or Healthier Hospitals Initiative (HHI) Food Challenge definition?**

All items in Tier 1 and Tier 2 are reportable on the HCWH tracking tool and the HHI dashboard. If you are tracking for one of those programs, you are ahead of the game!

**How do I track and report purchases?** How you track your purchases is up to you! However, we request you report local purchases on a quarterly basis, at minimum, (see timeline) using this [reporting form](#).

**Is there any assistance offered to track my purchasing?** HCWH will work with distributors and vendors to assist in gathering reports to track your local purchases throughout the challenge period. In order to gather this support, we request you make an email introduction for your vendor to Challenge lead John Stoddard, [jstoddard@hcwh.org](mailto:jstoddard@hcwh.org). Suggested verbiage:

*Dear vendor, By way of this email, I would like to introduce you to John Stoddard. He is the lead for the Rhode Island Health Care Local Foods Challenge, an activity our facility is participating in through May of 2016. We request that you work with him to generate monthly or quarterly reporting of our local food purchases. For the purposes of this challenge, "local" is identified by the Rhode Island Food Policy Council using their three tier definition: Tier 1 = Grown, Raised or Caught in Rhode Island; Tier 2 = Grown, Raised or Caught in New England; Tier 3 = Grown, Raised or Caught outside of Rhode Island, but distributed, packaged or otherwise processed in Rhode Island by a Rhode Island entity. Please help us to report our local food purchasing in efforts to be deemed the Local Food Champion!*

**How do I track and report educational and employee engagement efforts?** How you track your activities is up

to you! However, we request that you report your educational and employee engagement activities on a quarterly basis, at minimum, (see timeline) using this [reporting form](#). This is the honor system so please report accurately.

**Why do I need to provide two contact names?**

This is a facility-wide effort that covers procurement, education, and employee engagement, and addresses health, wellness, corporate responsibility and our local economy. Some activities will be exclusively Food Service, some more appropriate for an HR or wellness rep, and some will be a combined effort. Two Challenge point persons per facility will engage more staff members and spread out the work so as not to burden one department.

**CHALLENGE TIMELINE**

Date	Action
August 1	Challenge begins! (Participants may count local purchases beginning May 1, 2015) and <a href="#">Challenge Website</a> is live.
October 1	First report on activities due
October 24	Food Day
December 1	Second report on activities due
January, 2016	Mid-challenge website update
February 1	Third report on activities due
April 22	Earth day
May 31	Challenge Ends, Final report due.
June, 2016	Winner Announced with celebratory event of all facilities' efforts. Report on Challenge released.