POLICY TITLE: NUTRITION POLICY FOR FOOD PROCUREMENT FOR [Insert Pantry Name]

1. STATEMENT OF PURPOSE

The purpose of this nutrition policy is to guide the decisions of our food pantry on the types of food to acquire and distribute that will contribute to more healthful diets of our clients, as well as alleviating hunger and food insecurity.

Our nutrition policy communicates to clients, donors, government programs, other agencies and the community-at-large that we are committed to providing healthful foods to clients.

1. POLICY RATIONALE AND BENEFITS

[Insert Pantry Name] has a history of service to the community, supplying foods to help families in hard times. In recent years, the food pantry has become concerned about the increasing rates of diabetes, obesity, high blood pressure and other serious diet-related diseases and conditions in the community.

Our food pantry understands that food is medicine and that there is a lot that can be done in preventing and managing diet-related diseases. We therefore have a strong commitment to providing healthful foods to clients. We are working with donors and government programs to make this happen.

We want our clients to know that their health and preferences for more healthful foods are among our highest considerations in acquiring food.

We recognize the increasing role that food pantries play in providing healthful foods to community members in need. Our policy to procure and distribute foods of high nutritional quality demonstrates to the community that we take our role and responsibility seriously.

This policy ensures that our organizational commitment to distributing healthful foods is a part of our institutional memory and provides staff with a basis for clear and consistent decision making about the types of foods and beverages they should procure, encourage and prioritize in their work. The policy also serves as a tool for management and accountability on moving towards the provision of more healthful foods.

1. **FOOD INVENTORY SOURCES COVERED BY THIS POLICY**

This policy applies to all foods acquired by the food pantry including:

1. Foods and beverages donated by food manufacturers, distributors, retailers, organizations, producers and community members, foods and beverages obtained from government programs, and foods and beverages purchased by the food pantry.
2. HEALTHFUL FOODS TO ENCOURAGE AT [Insert Food pantry name]- COVERED BY THIS POLICY

This policy is based on the the federal MyPlate guidelines, the Healthy Eating Research (HER) Nutrition Guidelines for the Charitable Food System and SWAP (Supporting Wellness at Pantries). In accordance with this nutrition policy, we aim to actively seek, procure and distribute the following foods when appropriate and possible:

**A. FRUIT AND VEGETABLES** – including:

1. **Fresh produce,** including more colorful varieties, because they are **rich in nutrients** and **low in calories**. Examples include but are not limited to fresh carrots, cabbage, broccoli, spinach, Brussels sprouts, bell peppers and berries.
2. **Frozen fruits and vegetables** packed without syrup or sauces.
3. **Fruits and Vegetables canned–**in water, 100% juice, or “lite” syrup
* **Green:**
	+ Less than 2g of saturated fat
	+ Less than 230mg of sodium
	+ 0 Added Sugars or less than 12g of Total Sugars
* **Yellow**
	+ More than 2.5g of saturated fat
	+ 231-479mg of sodium
	+ 1-11 grams of Added Sugars or 13-23g of Total Sugars
* **Red**
	+ More than 2.5mg of saturated fat
	+ More than 480mg of sodium
	+ More than 12g of Added Sugar or more 24g of Total Sugars

**B. WHOLE GRAIN AND WHOLE GRAIN-RICH FOODS –** particularly:

* **Green:**
	+ **First ingredient must be Whole Grain**
	+ Less than 2g of saturated fat
	+ Less than 230mg of sodium
	+ Less than 6g of Added Sugar
* **Yellow**
	+ More than 2.5g of saturated fat
	+ 231-479mg of sodium
	+ 7-11 grams of Added Sugars or 13-23g of Total Sugars
* **Red**
	+ More than 2.5mg of saturated fat
	+ More than 480mg of sodium
	+ More than 12g of Added Sugar or more 24g of Total Sugars

**C. DAIRY FOODS: LOW-FAT DAIRY OR DAIRY SUBSTITUTES** – including:

* **Green:**
	+ Less than 2g of saturated fat
	+ Less than 230mg of sodium
	+ 0 Added Sugars or less than 12g of Total Sugars
	+ **For dairy substitutes:** less than 6g of Added Sugars
* **Yellow**
	+ 2.5-6g of saturated fat
	+ 231-479mg of sodium
	+ 1-11 grams of Added Sugars or 13-23g of Total Sugars
	+ **For dairy substitutes: 7-**11g of Added Sugars
* **Red**
	+ More than 2.5mg of saturated fat
	+ More than 480mg of sodium
	+ More than 12g of Added Sugar or more 24g of Total Sugars

**D. LEAN PROTEIN FOODS** – including:

**Examples:**

* Meat, poultry, seafood
* Eggs
* Nuts and seeds
* Nut butters
* Beans (dried or canned)
* Lentils

**Nutrition Requirements:**

* **Green:**
	+ Less than 2g of saturated fat
	+ Less than 230mg of sodium
	+ Less than 6g of Added Sugar
* **Yellow**
	+ 2.5-4.5g of saturated fat
	+ 231-479mg of sodium
	+ 7-11 grams of Added Sugars
* **Red**
	+ More than 5mg of saturated fat
	+ More than 480mg of sodium
	+ More than 12g of Added Sugar or more 24g of Total Sugars
1. FOODS WE INTEND TO REDUCE AT [insert pantry name]

There are many foods and sweetened beverages that add to calories of people with supply of limited nutrients. Many organizations such as schools, hospitals, and work places have adopted guidelines to limit such foods so as to contribute to healthy lifestyle of the people they serve. This nutrition policy limits the procurement and distribution of these types of foods and beverages. When appropriate and possible, we will not actively seek or procure foods in this category and will work toward reducing our inventory of these types of items:

1. **PROCESSED SNACK FOODS–**including, but not limited to:

**Examples:**

1. - Chips
	1. - Crackers
2. - French fries
3. - Onion rings
4. - Pork rinds
	1. - Fruit snacks
	2. - Granola bars/ cereal bars

**Nutrition Requirements:**

* **Green:**
	+ **NONE**
* **Yellow**
	+ **A grain must be the first ingredient listed**
	+ 0-2h of saturated fat
	+ 0-140mg of sodium
	+ 0-6 grams of Added Sugars
* **Red**
	+ More than 2.5mg of saturated fat
	+ More than 141mg of sodium
	+ More than 7g of Added Sugar or more 24g of Total Sugars

 **F. SWEET SNACK FOODS AND DESSERTS–**including, but not limited to:

 **Examples:**

1. - Bars
2. - Cakes
3. - Candy

 - Chocolate

1. - Cookies
2. - Donuts
3. - Frozen desserts
4. - Ice cream
5. - Muffins
6. - Pastries
7. - Pies
8. - Popsicles
9. - Pudding

**All Desserts Are Ranked as Red in SWAP**

1. **BEVERAGES–**including but not limited to:
2. **Energy drinks:** Examples are Full Throttle Energy Drink®, Monster Energy Drink,
	1. Mountain Dew AMP Energy Drink®, Red Bull Energy Drinks, Rockstar Energy Drink®
		* + 1. **Fruit drinks:** Coconut water with caloric sweetener, fruit flavored drink or water with

caloric sweetener, fruit nectars, fruit punch, fruit smoothies with caloric sweetener

* 1. **Sodas:** Regular soft drinks (not including diet), sugar cane beverage, sugar-sweetened
		1. carbonated water
	2. **Sports drinks:** Examples are Gatorade Sports Drinks®, Powerade Sports Drink®
	3. **Sweetened coffees:** Blended iced coffee drinks, café mocha, presweetened powdered
	4. coffee mix, presweetened ready-to-drink coffee
1. **Sweetened teas:** Presweetened ready-to-drink tea, presweetened tea mix
2. **Sweetened shakes and smoothies:** Ready-to-drink milkshakes, eggnog
	* 1. **Vitamin-enhanced waters:** Examples are Glacéau Vitamin water™, Propel Fitness
		2. Water®

**Nutrition Requirements:**

* **Green:**
	+ 0g of saturated fat
	+ 0mg of sodium
	+ 0mg of Added Sugar
* **Yellow**
	+ 0-2.5g of saturated fat
	+ 1-140mg of sodium
	+ 1-11 grams of Added Sugars
* **Red**
	+ More than 1mg of saturated fat
	+ More than 141mg of sodium
	+ More than 7g of Added Sugar

 6. FOODS TO PRIORITIZE

We recognize that food pantry clients have expressed a preference for healthful foods, particularly more fresh fruits and vegetables. Although our policy aims to increase all of the ‘foods to encourage’ outlined in section 5, we will put considerable effort and emphasis initially on procuring more fresh fruits and vegetables, particularly more colorful, and nutrient-dense varieties.

1. BRIEF OVERVIEW OF POLICY IMPLEMENTATION AND REVIEW

This policy has been approved by [insert pantry name], Board of Directors, [insert date] for implementation by the Executive Director.

The policy will be effective[insert date], and will be integrated into [insert pantry name] official Policies and Procedures Manual as an addendum by [insert date].

The policy will be communicated and disseminated to all stakeholders by [insert date].. The Director of the food pantry is responsible for the oversight of initial communications and dissemination of the policy to staff, donors, and member agencies.

Training of all staff involved in the implementation of the policy will be initiated in [insert date].and completed by [insert date].. The Director of Operations is responsible for oversight of training, while working with the University of Illinois Extension Educator for technical assistance in smooth adoption of policy, regarding identification of items that do and do not meet the policy criteria for ‘Food to Encourage’ and finding new sources of priority foods.

The policy will be reviewed 6 months after initial implementation [insert date].and annually thereafter by the working group, the Executive Director and the Board of Directors.

This institution is an equal opportunity provider.

This material was funded by USDA's Supplemental Nutrition Assistance Program - SNAP.

College of Agricultural, Consumer and Environmental Sciences.

University of Illinois | United States Department of Agriculture | Local Extension Councils Cooperating.

Illinois Extension: https://go.Illinois.edu/EatMoveSave. Illinois at Chicago: http://cphp.uic.edu