

### **Tips for States on completing a HUSSC Application:**

- School meals must first meet the Program requirements, then the HUSSC criteria.
- When a State approves a HUSSC application, they are verifying that all of the information in the application is correct and all of the required documentation has been provided.
- A State Agency signature on the application verifies that the school's 4-week lunch menus are designed to meet both HUSSC criteria and the NSLP program requirements for a reimbursable meal. If States want to verify that lunches are reimbursable, different supporting documentation is necessary for the different menu planning approaches. They would need to look at the following:
  - For food-based menu planning schools: choices available and how meal is structured, production records that include menu items, serving sizes, and quantities planned/used, and whether Offer versus Serve (OVS) is being implemented correctly.
  - For nutrient-based schools: same as above, plus a nutrient analysis of the weekly menus for the month.