



Quick-Start: Menu Change Advocacy Research

(For a deeper dive and detailed instructions, review the [Complete Research Checklist](#))

General information

Name of School/District	
Food Service Website	
Link to menu(s)	
Self-Op or Food Service Management Company (Here is a list of major management companies)	<input type="checkbox"/> Self Op <input type="checkbox"/> Food Service Management Company

For Self-Ops

Name & Contact of Food Service Director, Cafeteria Manager, or Nutrition Team Members	
Number of Food Service Team Members in your school	
List any special initiatives or food service programs available (harvest of the month, local produce, meatless monday, obvious brand-contracts, etc...)	



For Food Service Management Companies

Company Name (Aramark, Chartwells, Sodexo, Elior, Whitsons, etc...)	
Company or Manager Contact	
Link to any publicly available contracts or RFPs from School/District	
List any special initiatives or programs Company promotes	

Food Service Details

Note: you likely won't find all of this information online, so might have to ask someone on the food service team

Number of meals served daily or participate rate/%	
Kitchen model (scratch, semi-scratch, heat & serve, other...)	
Average number of menu items (main dish options) per service	
Specialty stations (pizza station, deli bar, salad, etc...)	
Offer vs. serve model	
Link to forms for any dietary requests (allergen free meals, dietary restriction forms, etc...)	



Advocacy Goals

1. List any/all changes you'd like to see in the food service
2. Choose your top 1-3 priority changes from that list
3. Potential allies or supporters of change within institution (clubs, other students, etc...)
4. Based on what you know right now, what key messages or motivations would most likely result in change from the food service team? (sustainability, health, cost-savings, student demand...)
5. Based on what you know right now, what key messages or motivations would increase your supporter base?