Healthy By Design Event Recognition Application

Promoting positive lifestyle choices at the local level is one step toward empowering people to take control of their health. Healthy By Design event recognition allows those hosting events to take part in the effort to make our community healthier. Thank you for your commitment to “making the healthy choice, the easy choice.”

Name of event\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location \_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date(s) of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This is an Annual Event: €Yes €No

Sponsoring Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Briefly describe the purpose of your event:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Please check the target audience for your event:**

€ Whole Community € Families € Youth € Seniors € Other: \_\_\_\_\_\_\_\_\_\_

**This event has been recognized by Healthy By Design in the past:** €Yes €No

If **YES**, review your past application and complete this application, noting event changes as needed. Submit your updated application at least two weeks prior to your event.

If **NO**, please submit completed application at least three weeks prior to your event.

*Please complete each section in the application and strive to check at least one box in each application section. Healthy By Design will contact you if there are questions about your application.*

I am using a Healthy By Design pre-approved venue, see their application on file: €Yes €No

 To review Healthy By Design venues – click here (insert page link)

**Please review and check**

€ I agree to allow my Healthy By Design application to be used as an example for future applicants.

€ The event is open to the public.

€ I agree to have my event announced on the [www.hbdyc.org](http://www.hbdyc.org) website and through media as deemed appropriate.

**Safety** – Healthy By Design wants to ensure a safe event

**Safety Officer**

Designated safety officer name and contact information (**must be updated annually**):

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Check all that apply**

Annual Events: € No changes from last year’s event

€ The Event is Outdoors - There is an Inclement Weather: Emergency Action Plan in place.

 Learn more at: <http://www.wrh.noaa.gov/byz/event.php>

€ There is an Evacuation Plan in Place. Briefly describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

€ Traffic issues have been addressed. How? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

€ There are First Aid Attendants available or a first aid kit with someone trained in providing first aid

€ Water is being provided or guests told to bring own

Anything else you would like to share with us: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Nutrition –** Healthy By Design encourages 5 servings of fruits and vegetables each day

and more water/0 sugary drinks

€ Not serving food or beverages (if this box is checked, proceed to Environmental Stewardship)

**Check all that apply**

Annual Events: € No changes from last year’s event

€ Water is offered as a beverage € Portion sizes are controlled

€ Grains are offered as whole grain choices € Lower fat dairy products are provided

€ Vegetables are provided € Healthy fat protein is provided

€ Condiments are on the side € Fruit is substituted for high sugar treats

€ Those serving and/or handling food at the event meet food safety requirements

**If you are not responsible for the food at your event venue, please let us know who is:**

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Can we contact them to see about their menu options for your event: €Yes €No

Anything else you would like to share with us: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Environmental Stewardship –** Healthy By Design wants to make sure your event has a positive impact on the community, but little impact on our environment

**Check all that apply**

Annual Events: € No changes from last year’s event

€ Recycling containers and signage for proper use € Reuse of banners and event materials

€ Promotion or use of reusable water containers € Use of reusable utensils and plates

€ Promotion of event carpooling € Posted maps and routes to use active transportation to get to and from your event

Anything else you would like to share with us: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Physical Activity –** Healthy By Design encourages at least 1 hour of physical activity a day

**Check all that apply**

Annual Events: € No changes from last year’s event

€ Promotion of walking/biking trails and routes € Providing breaks

€ Promotion of active transportation to/from the event € Leading a stretching exercise

€ Encourage parking further from the event and walking € Suggest taking the stairs instead of the elevator

€ Participants at risk of injury from exercise and other possible risks are identified prior to exercise

€ Providing education regarding intensity, duration and types of exercise that contribute to good health

€ Waivers distributed and collected, if necessary

Anything else you would like to share with us: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Prevention and Overall Wellness –** Healthy By Design wants to encourage events to take a well-rounded approach to wellness

**Check all that apply**

Annual Events: € No changes from last year’s event

€ Health screening/services are provided (blood pressure check, flu shot, etc.)

€ Hand sanitizer stations are provided

€ Information is available about tobacco cessation, sunscreen, etc.

€ Breaks are regularly scheduled

€ Resources are provided at an information/check-in table

€ Handwashing information is posted

€ Music will be played at some breaks

Anything else you would like to share with us: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thank you for taking the time to apply for Healthy By Design event recognition. A Healthy By Design team member will get back to you shortly about your application. In the meantime, if you have any questions, please contact us at info@hbdyc.org

**Disclaimer:** Healthy By Design Recognition indicates compliance with Healthy By Design standards. Healthy By Design Coalition and Review Team partners are not responsible for the actions, statements or views of the event’s sponsoring organization or event happenings. Adherence to these claims made above are self-policed.