



2023 TEXAS ProStart Invitational®

Procedures and Rules for the Culinary and Management Competitions

Participating teams are responsible for understanding and following all the procedures and rules contained in this document; they will not be reviewed at the ProStart Invitational. Please read this document carefully to maximize your opportunity for success and to avoid receiving penalties during the competition. Refer all questions to the appropriate Susan Petty spetty@txrestaurant.org prior to arrival at the ProStart Invitational.

Posters	35
Management Competition Penalties.....	35
Management Specific Disqualifications.....	35
Event Personnel.....	35
Post Competition.....	36

Appendices

Culinary Exhibit A – Culinary Station Blueprint.....	18
Culinary Exhibit B – Deliverables Checklist.....	19
Culinary Exhibit C – Recipe Example	20
Culinary Exhibit D – Recipe Cost Example.....	22
Culinary Exhibit E – Menu Price Example	24
Culinary Exhibit F – Product Check-In Inventory List Example	25
Culinary Exhibit G – Sample Culinary Competition Timeline.....	26
Culinary Exhibit H – Sample Culinary Competition Score Sheet	27
Management Exhibit A – 2023 Location Description- ProStartville, USA	37
Management Exhibit B – Written Proposal Outline and Checklist	38
Management Exhibit C – Restaurant Space Scenario Options.....	39
Management Exhibit D – Sample Restaurant Floorplan	40
Management Exhibit E – Sample Organizational Chart	41
Management Exhibit F – Menu Item Clarification	42
Management Exhibit G – Recipe Example	44
Management Exhibit H – Recipe Cost Example	45
Management Exhibit I – Menu Price Example	46
Management Exhibit J – Marketing Tactic Clarification	47
Management Exhibit K – Sample Critical Thinking Scenarios	48
Management Exhibit L – Sample Management Competition Timeline	49
Management Exhibit M – Sample Management Competition Score Sheet	50

General Disqualifications

1. Teams and all associated competitors must be eligible to compete, as defined by the eligibility terms above. Teams found to be ineligible will be disqualified. Additionally, any individual students found to be ineligible will result in complete team disqualification.
2. Teams must attend the required Opening Ceremony at the time and place designated by the Event Organizers. Teams must check in by the required time on date of arrival or they will be disqualified. The only exception made will be for travel delays beyond the control of the team with appropriate notice to Event Staff.
3. Competing students must arrive at the appointed time to compete or they will be disqualified. The only exception made will be for travel delays beyond the control of the team with appropriate notice to Event Staff.
4. No team member can receive coaching or any form of communication from anyone, including spectators, educators, mentors, or coaches during the competition from the team's report time until after the competing team receives feedback from the judges (Management) and/or completes dishwashing (Culinary). The determination of what constitutes coaching or communication is solely at the discretion of the event organizers and the judges. No warnings will be provided; violations will result in immediate team disqualification.
5. Misconduct including, but not limited to, any nonprescription drug use, alcohol use, unsportsmanlike conduct, or any activity that is illegal under federal, state or local laws at the event, during competition, during unsupervised free time, during supervised competition social activities or in activities or locations related to the event. Should such alleged misconduct come to the event organizers attention, the matter will be investigated as appropriate. Any decision as to appropriate action due to misconduct, up to and including team disqualification, is at the sole discretion of the event organizers and is final.
6. Teams must participate in each event segment in the competition, or they will be disqualified. For details on competition segments see Culinary and Management rules. Failure to compete in any segment will result in team disqualification.
7. By entering into the contest, the student and the team he/she represents accepts all conditions and requirements of the Texas and National ProStart Invitational.

Final Scoring

All judges have been carefully selected by the Event Organizers for their related skills, experience, and expertise. Judges have reviewed the rules in advance of the competition and participated in an orientation and in-person training. By participating in the competitions, each team and its participants acknowledge that while every effort will be made to provide fair and impartial judging, some discretion and subjectivity is present in any judged competition. All decisions and scoring by judges are final. Any questions about scoring should be submitted to the event organizer spetty@txrestaurant.org

Schedules

Competition schedules will be distributed in advance of the event once all teams have been identified. The schedule will include assigned start and finish times for all competition segments. All schedules are subject to change without notice but will be communicated out with as much advance notice as possible.

General Provisions

Teams will be using tools that may cause cuts, burns or injury if not used appropriately. Proper safety techniques must be followed by all team members. No horseplay or unduly hazardous behavior will be allowed or tolerated. The mentors, teachers, chaperones, and families are expected to ensure that the team members comply with all applicable laws, rules and regulations. Team members shall comply with all other written as well as verbal instructions or warnings provided by the Event Organizers.

What's New for 2023

The following provides a review of information added to the 2023 Texas and NPSI rules. Please see below.

Culinary

- New point values for competition categories to include Team Presentation and Knife Skills category. (pg. 7)
- Entrée accompaniments may be vegetable and/or starch. (pg. 8)
- Electronic submissions of the menu, recipes, and photographs of the dishes must be submitted as one pdf document by the deadline. (pg. 8)
- Event organizers will provide two (2) 1oz volume containers for knife skills selections. (pg. 9)
- Permitted equipment - Handheld butane/propane torch for FINISHING or CAMELIZING only. (pg. 9)
- Prohibited equipment
 - Equipment may not be stacked in the workspace. (pg.9)
 - Cutting guides i.e. cutting boards with rulers or other measurement aids for knife cuts. (pg. 9)
- Recipe costing – Salt and pepper may be included at 1% of total cost, and frying oil (for deep frying) may be included at 2% of total cost. All other ingredients must be costed out. (pg.10)
- Product Check-in and Report to Competition have been renamed for clarity. There will be two separate locations for reporting. (pg.11)
- Team Presentation and Knife Skills have been separated from Work Skills and Organization to be two separate judging categories. Teams will be required to select two (2) out of eleven (11) knife cuts, indicate those items on their written menus, and prepare a 1oz volume selection of each for judges to score. (pg. 15)
- Culinary Workspace Blueprint orientation rotated. (pg. 18)
- New recipe and recipe costing examples provided. (pgs. 20 - 23)
- Sample score sheet updated to include Team Presentation and Knife Skills category. (pg.28)

Management

- Written Proposal – The digital copy emailed to ProStart should be sent as a single PDF file (pg. 30)
- Management Check-In - Teams will be penalized if needing to resubmit items after their initial check-in attempt (pg. 32)
- Written Proposal – Each section of the written proposal must include a tab that is labeled with its corresponding section (pg. 33)
- Marketing Tactics – Clarification on the use of social media (pg. 34, pg. 47)
- 12 Menu Items – Clarification that the menu presented is interpreted as highlighted items of a larger menu and concept (pg. 42)
- Menu Items – Clarification regarding “build-your-own” concepts (pg. 43)

- iii. Sauce
 - c. A dessert consisting of:
 - i. A little something sweet served at the end of the meal
 - ii. Size appropriate: 3± ounces total edible weight
- Each meal component should be appropriate to the complete menu. Flavors across the menu should have harmony for the palate. The five characteristics considered for a plated meal will be:
- a. **Oral:** Flavor, Texture, Temperature
 - b. **Visual:** Color, Shape
3. Teams must employ a minimum of two cooking methods from the following list: Poach, Shallow Poach, Braise, Pan Fry, Steam, and Sauté.
 - a. Additional techniques are also permitted.
 - b. Molecular gastronomy in the competition:
 - i. Use of liquid nitrogen is not allowed.
 - ii. Spherification, foams, and meat glue (transglutaminase) are allowed.
 4. Teams must bring all ingredients necessary to prepare the menu they have developed. See *Product Check-In for information on permitted vs. prohibited ingredients.*
 5. Educator(s) and Mentor participation:
 - a. May assist teams in preparing for the competition.
 - b. May not develop the menu.
 - c. Expertise is limited to menu suggestions and technique advice.
 6. To allow officials and judges adequate time to review your menu, an electronic copy of the menu, recipes, and photographs of the dishes must be submitted as one pdf document to spetty@txrestaurant.org **no later than Friday, MARCH 3rd, 2023.** Minor adjustments and corrections to the recipes are allowed, but changes to the menu are not allowed after submission. If there is a question about what constitutes a minor adjustment, please contact spetty@txrestaurant.org. A penalty will be issued if the team does not submit as stated above. See *Culinary Competition Penalties.*

Workspace and Equipment

1. The workspace consists of:
 - a. Two (2) eight-foot tables set up in an “L” formation within a 10’ x 10’ space.
 - i. The station tables can be covered with a variety of materials to keep the table surface consistent across stations (e.g. fire-retardant plastic, food-safe elastic covering, tablecloth, etc.), which must remain in use during competition.
 - ii. Tables may not be moved prior to or during competition.
 - iii. Teams may not move the doorway of the workspace prior to or during competition.
 - iv. See *Exhibit A for Culinary Station Blueprint.*
 - b. Food preparation must be done within the workspace on the tables provided.
 - c. Equipment and supplies must be contained within the allotted 10’ x 10’ space unless otherwise directed by event staff.
 - d. Team members may only work on the tables from the interior of the space.
2. Event Organizers provide:
 - a. Two (2) eight-foot tables, at approximately 36 inches in height

- a. If a team member cannot participate or continue, the team manager, with Lead Judge and Event Staff's approval, may replace that team member.
 - b. The replaced team member, or any other competitor, may not return, step in for or replace the team manager. If the team manager replaces a team member, s/he must stay in the role for the remainder of the competition.
 - c. The replaced team member should leave the Culinary station and, at the discretion of the team's educator, may leave the event or may stay and watch as an observer. The replaced member is not permitted to communicate with their team from the moment they are replaced until after dishwashing.
2. Take note of rules specific to the team manager in each competition category.
 3. The team manager may talk to the team at any time and have printed materials such as timelines, recipes, or notes to assist in keeping the team on track.
 4. The team manager is considered a part of the team and may not have any verbal or non-verbal communication with anyone outside the competition area.
 5. The team manager is an optional position; there are no additional provisions for teams without a team manager.

Uniform

1. Teams must present a uniform appearance from Product Check-In through dismissal to dishwashing.
2. Appropriate required apparel consists of:
 - a. Long sleeve, white chef coats
 - i. Logos and sponsor names are permitted on chef coats
 - ii. Accent colors are permitted, provided the chef coat remains white
 - b. Checkered or black pants
 - c. Nonporous, closed toe, non-slip, hard sole black shoes
 - d. Aprons and hats; hair must be restrained and covered with chef hat
 - e. Team manager will wear a colored arm band indicating his/her role
3. Chef Coats, aprons, hats, and team manager's colored arm band will be provided by Event Organizers at Product Check-In. These items are not required to be worn before or during Product Check-In, as teams will not have access to them prior to presenting at Product Check-In. Teams should add these uniform items from competition report time through dishwashing.
4. Failure to be fully uniformed or in appropriate uniform components from Product Check-In through dismissal to dishwashing will result in a penalty. *See Culinary Competition Penalties.*

Competition Flow

Day Prior to Competition:

Product Check-In (Open check-in during allocated time)

Day of Competition:

Report to Competition (15 Minutes)

Team & Menu Introduction (5 Minutes)

Production Mise En Place (20 Minutes)

Cook (60 Minutes – may present up to 3 minutes early)

Skills & Organization Critique (10 minutes)

Judges' Tasting Critique (10 Minutes)

Recipe & Menu Critique (5 minutes)

Station Clean-Up (20 Minutes)

Sanitation Critique & Dismissal (5 Minutes)

Dishwashing (Untimed)

1. See *Exhibit G for Sample Culinary Competition Timeline*.
2. Feedback occurs:
 - a. On the competition floor for the Product Check-In, Work Skills/Organization, Team Presentation/Knife Skills, and Sanitation segments.
 - b. In the reserved judging area for Tasting and Menu & Recipe segments.
3. Team members are encouraged to ask questions during Feedback to learn from the experience.
4. A maximum of two (2) people comprised of designated teacher(s), mentor(s), are allowed to be present to observe only during the Tasting & Menu critique sessions.
 - a. *Communication with the team is still prohibited.*

Product Check-In

1. It is the responsibility of each team to store all product prior to Product Check-In.
2. Product Check-In is the first segment of the evaluation process. The team manager is allowed to fully participate in the Product Check-In segment. Teams' teacher(s), mentor(s), are allowed to be present in a designated space adjacent to the check-in tables to observe only during the Product Check-In process, including feedback. Team is judged according to:
 - a. Proper shipping and receiving procedures.
 - i. Complete printed product inventory list of every item contained in each cooler or other container holding food items must be attached to the inside and outside of the cooler and/or container. The list must be attached in a plastic sleeve. Inventory list must be submitted on the official Inventory template. See *Exhibit F for Inventory List example*.
 - ii. All ingredients must be turned in at Product Check-In.
 - iii. Proper temperature of ingredients must be maintained.
 - iv. If an item has been found to be in the temperature danger zone, the item will not be available for use in the competition. See #3 below.
 - b. Proper packaging.
 - i. Items should either be in their original packaging, or wrapped and packaged properly (i.e. no liquid pooling from meats, poultry or fish, no seeping liquid, vegetables and fruits in proper containers and/or bags), or they will be discarded.
 - c. Uniform and personal hygiene, including proper hand washing.
 - i. Hand washing stations are available in the Product Check-In area.
3. Any team that has a product disallowed during Product Check-In has until their assigned competition report time to present to the judges a replacement product for approval.
 - a. Judging and scoring is based on the initial check-in by the team.
 - b. Teams will lose points if their entire product list does not meet the established criteria at the original check-in.
 - c. Replacement product that does not meet requirements at competition report time will also be discarded. The team will be assessed an additional penalty for each failed submission.
4. All refrigerated product is placed on a provided speed rack during check-in. Teams are limited to the product that can fit on the speed rack due to limited walk-in cooler space. Freezer storage is not provided at any point.
5. Team should have all dry storage product collected in a single container ready to be checked in. Event site will provide secure dry storage space for teams.

6. Each team's food is placed in an appropriate and secure location at the competition site until the team's designated report time.
7. During Product Check-In, teams will present the dishes they brought for their meal presentation. Teams will label their dishes at that time. Event Organizers are present with the original form the team submitted to confirm the selection. Substitutions may be allowed on a case-by-case basis pending availability of dishes and circumstances of substitution request. All requests must be made to and approved by Event Organizers.
8. The previously prepared softbound folders are given to the judges at Product Check-In. Equipment and presentation menu are not turned in at this time.
9. Ingredients:

Permitted Ingredients	Prohibited Ingredients
<ul style="list-style-type: none"> • Team-prepared stocks • Team-prepared clarified butter • Team-prepared pre-soaked beans • Pre-measured staple dry goods: flour, sugar, salt, pepper, baking powder, baking soda, cream of tartar • Pre-measured butter and oil • Pre-washed produce* • Dry ice • Commercially manufactured food items such as jams, breadcrumbs, bases and mayonnaise in the original, sealed container or packaging. Must be used as an ingredient, not as a finished product. 	<ul style="list-style-type: none"> • Pre-chopped, pre-sliced, or pre-prepared food not commercially manufactured • Reductions, finished sauces, and clarified broths • Items that risk food illness
<p><i>*Team may also wash produce during Production Mise en Place.</i></p> <p><i>Note: Follow your school guidelines concerning alcohol in your recipes. Texas & NPSI permits the use of alcohol in Culinary competition recipes.</i></p>	

10. No equipment will be checked-in during this period. Teams are to bring all their equipment to the competition area at their assigned Competition Report Time.
11. Should travel delays arise, and as a result a team is unable to check-in their ingredients during the times allotted, the team will be allowed to store those items in the event organizers refrigerated storage area. The team must contact the Event Organizers to make arrangements to access the storage area.
12. Product Check-In Feedback will occur immediately following each team's check-in.

Day of Competition

1. Team should arrive promptly to the Report to Competition area at their assigned report time to retrieve their cold and dry products.
2. Team will be introduced to their assigned timer who will announce the start and end of each competition segment.
3. Teams will be allowed to place equipment on and/or otherwise organize their speed rack during their report time prior to entering the competition floor.
4. Team members should be prepared to carry and/or roll all their equipment and products onto the competition floor.
5. The team manager may assist in transporting the equipment and food products to the team's station, but may not assist in any organizing, unpacking, or set-up.

Team & Menu Introduction

Each participating team has five (5) minutes to verbally present its menu to judges. The team manager may fully participate in this section. During this time, students can anticipate:

- a. Telling what each team member is charged with executing.
- b. Describing their three-course meal.
- c. Explaining how they designed their unique menu.

Production Mise en Place

1. The team has twenty (20) minutes to pre-set their station for the meal production segment. All of the team's equipment must be contained within the 10' x 10' workspace (Equipment may not be stacked)
2. Team manager must stay on the outside of the "L" of the tables in the designated team manager workspace, and may not touch any equipment, products, or any other item on the table or production area.
3. During Production Mise en Place:

Teams are allowed to:	Teams are not allowed to:
<ul style="list-style-type: none">• Set their station• Obtain water and ice from designated areas on the competition floor• Obtain sanitizing solution from designated areas on the competition floor (provided by Event Organizers)• Measure dry and liquid ingredients• Wash produce at the vegetable washing station	<ul style="list-style-type: none">• Talk to any spectators, coaches, educators, or mentors• Heat water or any liquid• Marinate any food (all marinating must be done during the 60-minute meal preparation period)• Perform any knife work• Begin cooking any items• Mix any ingredients

4. The assigned timer will notify the team when the Production Mise en Place segment time ends and the Meal Production segment time begins.

Meal Production

1. Final meal production and all plating must be completed in the sixty (60) minute time period provided. The assigned timer will announce the time at regular intervals, becoming more frequent towards the end of meal production time. It is the responsibility of each team to know their start time and be ready to begin when their assigned time is announced.
 - a. Teams may bring a manual or battery-operated timer; however, Event Organizers will keep and display the official time.
2. The team manager must stay on the outside of the "L" of the tables, and may not touch any equipment, products, or any other item on the table or production area. *See Exhibit A.*
 - a. The team manager may taste food throughout the competition. To do so, the team manager must carry his/her own supply of tasting spoons. Used, disposable tasting spoons may be discarded in the trashcans located on the shared space of the competition floor to avoid interfering with team station.
3. Knife Skills
 - a. Knife skills are demonstrated during the 60-minute Meal Production segment. Team Presentation/Knife Skills judges may evaluate knife cuts anytime during Meal Production segment.

- b. The team must demonstrate a minimum of two (2) of eleven (11) specified knife cuts to incorporate in their meal.
 - c. Cuts must be demonstrated on fruits, vegetables, or herbs only.
 - i. Rondelle: $\frac{1}{4}$ " thick disc shaped slices
 - ii. Diagonal: $\frac{1}{4}$ " thick oval shaped slices
 - iii. Batonnet: Cut into long, thin, rectangular pieces $\frac{1}{4}$ " x $\frac{1}{4}$ " x 2"
 - iv. Julienne: Cut into long, thin, rectangular pieces. $\frac{1}{8}$ " x $\frac{1}{8}$ " x 2"
 - v. Large Dice: Cube shaped $\frac{3}{4}$ " x $\frac{3}{4}$ " x $\frac{3}{4}$ "
 - vi. Medium Dice: Cube shaped $\frac{1}{2}$ " x $\frac{1}{2}$ " x $\frac{1}{2}$ ".
 - vii. Small Dice: Cube shaped $\frac{1}{4}$ " x $\frac{1}{4}$ " x $\frac{1}{4}$ "
 - viii. Brunoise: Very small dice. $\frac{1}{8}$ " x $\frac{1}{8}$ " x $\frac{1}{8}$ "
 - ix. Paysanne: Square cut $\frac{1}{2}$ " x $\frac{1}{2}$ " x $\frac{1}{8}$ "
 - x. Chiffonade: Leafy green vegetables such as spinach or basil that are stacked, rolled tightly, and then cut into long thin strips. Approximate width is $\frac{1}{8}$ ".
 - xi. Tourne: football shape, $\frac{3}{4}$ " diameter, 2" long, seven equal sides and flat ended
 - d. Team must identify the selected cuts and ingredients used in their menu.
 - e. Team must set aside a 1oz. cup **volume** measurement for each knife cut for evaluation by Team Presentation/Knife Skills judges. Event staff will provide 1oz. containers.
4. A team is considered done cooking when each requirement is met:
 - a. The food is plated.
 - b. The dishes are on the service trays.
 - c. All team members have stepped away from the trays and raised their hands to signal they are finished.
 - i. Teams may present plates to judges up to three minutes before the 60-minute cooking time has completed. *See Culinary Competition Penalties.*
 5. After a team completes their two (2) identical meals, the team will determine which meal will be evaluated by tasting judges and which will be for display.
 - a. Team members transport both service trays and their presentation menu to the judges' table and leave immediately. The team manager may accompany the team to the tasting area but may not carry plates or the menu.
 - b. The evaluation plates receive the most critical judging.
 - c. There should not be a major variance in composition of the finished plates. If there is a great variance, then the team will be assessed a penalty. If the second meal is not presented, the team will be disqualified. *See Culinary Competition Penalties and Disqualifications.*
 6. Team returns to their station for the Work Skills/Organization and Team Presentation/Proper Knife Usage feedback.
 7. Judges have ten (10) minutes to evaluate the plates. At that time, the entire team (including the team manager) returns to the tasting area for a ten (10) minute feedback session. Only the designated teacher(s), mentor for a total of two (2) people may accompany the team and listen to feedback.
 8. The team will proceed next to the menu and recipe judges for a five (5) minute feedback session. Only the designated teacher, mentor may accompany and listen to feedback.
 9. Team then takes display plates and presentation menu to the display area. *Reminder: the team is still competing, and students may only converse with their teammates.*
 10. Team returns to their station to begin Station Clean-up.

Station Clean-Up

1. Team has twenty (20) minutes to clean and vacate their station.
 - a. The team must return station to the condition it was in when they arrived.
 - b. The team manager is allowed to assist during Station Clean-Up.
 - c. Team or team member cannot leave the floor unless released by Sanitation judge and accompanied by their assigned timer.
2. Team receives the Sanitation feedback and is released for dishwashing.

Dishwashing

1. After teams receive Sanitation feedback, they may then collect supplies to be washed and bring all their equipment off the competition floor. Team members will be escorted by timekeepers to the appropriate area of the competition venue for dishwashing. Reminder: the team is still competing and may only converse with their teammates.
 - a. Teams should clean items so that food is clear from the equipment; however, teams do not need to sanitize, etc. A surface clean of all items is sufficient and will ensure that teams may move more quickly through the dishwashing process.
2. Once complete with dishwashing and released by their assigned timer, the team has officially completed the competition and may communicate freely.

Culinary Competition Penalties

The following are fixed deductions.

1. Menu does not meet specifications, or was not submitted on time i.e., by March 3rd, 2023 to spetty@txrestaurant.org – 5 pts
2. The team is not dressed in uniform – 5 pts
3. Team did not submit folders with menu, plate photographs, recipe and recipe costing at Product Check-In – 2 pts
4. Replacement product did not meet requirements and was discarded – 2 pts
5. Team manager touches or handles any equipment or food when not allowed – 5 pts
6. Team uses dishes/glassware other than those provided by Event Organizers – 5 pts
7. Team begins any competition segment before their assigned start time – ¼ pt to 10 pts
 - a. ¼ point is deducted per 15 seconds
 - b. 10 or more minutes early, team is disqualified
8. Team does not complete any competition segment within their allotted time – ¼ pt to 10 pts
 - a. ¼ point is deducted per 15 seconds
 - b. After 10 minutes, team is disqualified
9. Use of prohibited equipment or pre-prepared ingredients – 5 pts
10. Team produces two meals, which are not identical – 2 pts
11. Station left in unsanitary manner – 3 pts

Culinary Specific Disqualifications

1. Team submitted work, or parts of work, that was previously submitted.
2. Team started any competition segment more than 10 minutes early or finished more than 10 minutes late.

3. Team used an electric/battery operated device or additional butane burner.
4. Team did not produce two (2) complete meals.
5. Violation of the General Disqualifications on page 5.

Event Personnel

1. Event Organizers and staff members
2. Volunteers: Assigned and trained by event organizers to assist with the event
3. Timekeepers: Personnel designated and trained by the event organizer, who are charged with keeping the official time for assigned teams during all segments of the competition.
4. Judges: Sourced from post-secondary education and the restaurant and foodservice industry, including two Co-Lead Judges. Lead Judges do not score teams.
 - a. All judges will be consistent from team to team (i.e. judges scoring team presentation/work skills will be responsible for that category across all competitors).
See Exhibit H for sample Culinary Competition Score Sheet.

Post Competition

The softbound folders and framed presentation menu must be picked up by 6pm the day the team competes, or the Event Organizers will dispose of unclaimed materials. Report to the registration desk with a team member's badge to claim the team folders. Event organizers will retain one copy of the folder from each team.

Exhibit C – Culinary

Recipe Example

Culinary teams must complete this form prior to the competition. Make eight (8) copies to include in the folders turned in at Product Check-In.

School Name	ABC High School
Educator Name	Chef Jane Doe

Menu Item	French Fries		
Number of Portions	4	Portion Size	5 ounces
Cooking Method(s)	Fry		
Recipe Source (MLA)	TNN. "French Fries Recipe." <i>Times Food</i> , https://recipes.timesofindia.com/us/recipes/french-fries/rs54659021.cms Accessed 30 June 2021.		

Ingredients	
Item	Amount
Potato	500 gm
Kosher Salt	TT
Black Pepper	TT
Frying Oil	AN

Procedure
<p>Chop potatoes and soak in ice-cold water for 10-15 minutes. Heat the oil in deep bottomed pan. Once hot, add the potatoes to the pan. Cook about 5 to 7 minutes.</p> <p>Remainder of procedures...</p>

Exhibit C – Culinary

Recipe Example

Culinary teams must complete this form prior to the competition. Make eight (8) copies to include in the folders turned in at Product Check-In.

School Name	ABC High School
Educator Name	Chef Jane Doe

Menu Item	Ratatouille		
Number of Portions	6	Portion Size	5 ounces
Cooking Method(s)	Sauté		
Recipe Source (MLA)	Lagasse, Emeril. "Ratatouille." <i>Food Network</i> , http://www.foodnetwork.com/recipes/emiril-lagasse/ratatouille-recipe0.html . Accessed 30 September 2016.		

Ingredients	
Item	Amount
Olive oil	¼ cup
Yellow onion, small dice	1 ½ cup
Garlic, minced	1 tsp
Eggplant, medium dice	2 cup
Thyme	½ tsp
Green bell pepper, diced	1 cup
Red bell pepper, diced	1 cup
Zucchini squash, diced	1 cup
Yellow squash, diced	1 cup
Tomatoes, peeled, seeded, and chopped	1 ½ cup
Basil, chiffonade	1 tbsp
Parsley, chopped	1 tbsp
Salt and black pepper	TT

Procedure
<p>Set a large 12-inch sauté pan over medium heat and add the olive oil. Once hot, add the yellow onions and garlic to the pan. Cook the onions, stirring occasionally, until they are wilted and lightly caramelized, about 5 to 7 minutes.</p> <p>Remainder of procedures...</p>

Exhibit G – Culinary

Sample Culinary Competition Timeline

Team	Report	Team & Menu Introduction	Production Mise en Place	Start Cooking	Present Plates/ Skills Critique	Tasting Critique	Menu Critique	Clean Up	Sanitation Critique/ Dismissal	Out
1	7:45 AM	8:00 AM	8:05 AM	8:25 AM	9:25 AM	9:35 AM	9:45 AM	9:50 AM	10:10 AM	10:15 AM
2	8:05 AM	8:20 AM	8:25 AM	8:45 AM	9:45 AM	9:55 AM	10:05 AM	10:10 AM	10:30 AM	10:35 AM
3	8:25 AM	8:40 AM	8:45 AM	9:05 AM	10:05 AM	10:15 AM	10:25 AM	10:30 AM	10:50 AM	10:55 AM
4	8:45 AM	9:00 AM	9:05 AM	9:25 AM	10:25 AM	10:35 AM	10:45 AM	10:50 AM	11:10 AM	11:15 AM
5	9:05 AM	9:20 AM	9:25 AM	9:45 AM	10:45 AM	10:55 AM	11:05 AM	11:10 AM	11:30 AM	11:35 AM

Exhibit H – Culinary

Sample Culinary Competition Score Sheet

EVALUATION CRITERIA	POOR	FAIR	GOOD	VERY GOOD	EXCELLENT	SCORE
Product Check-In						
Including but not limited to: <ul style="list-style-type: none"> • Proper temperature • Proper packaging • Complete product inventory list(s) • Uniform and hygiene 	1	2	3	4	5	
Work Skills/Organization						
Work Organization/ Teamwork Including but not limited to: <ul style="list-style-type: none"> • Utilization of a team plan • Mastery of skills required for individual tasks • Workload evenly distributed • Team cohesiveness • Communication • Professionalism • Proper Production Mise en Place • Proper time management 	1	2	3	4	5	
Proper Cooking Procedures Including but not limited to: <ul style="list-style-type: none"> • Appropriate cooking method for product used • Required cooking techniques used minimum of two cooking methods from provided list • Cooking procedures done in a time efficient manner • Proper amount of product for recipe requirements • Effective use of remaining product • Proper pans and tools for intended use 	1	2	3	4	5	
Degree of Difficulty Including but not limited to: <ul style="list-style-type: none"> • Creativity • Complicated techniques • Preparation of item during competition rather than using commercial product 	1	2	3	4	5	
Team Presentation/Knife Skills						
Team Appearance Including but not limited to: <ul style="list-style-type: none"> • White chef coats, long sleeve • Black or checkered pants • Uniform clean & presentable • Hard sole shoes • Hats, aprons, and arm band (provided) • Team uniformity 	1	2	3	4	5	
Proper Knife Usage <ul style="list-style-type: none"> • Consistency • Accuracy • Safety • Waste 	1	2	3	4	5	

3. **Interior and Décor (2 pages maximum):** Teams will prepare a description of interior and décor for their concept. This may include photos, samples of paint, etc. These should be entirely flat and printed on paper and should NOT include 3D objects affixed to the pages.
4. **SWOT Analysis (1 page maximum):** Teams will prepare a SWOT analysis for their concept.
5. **Organizational Chart (1 page maximum):** Teams must include an organizational chart that lists the positions that will be necessary to staff the restaurant. It is not mandatory to include how many staff will fill each position. Charts should not be hand-drawn; many programs and websites offer free templates. (*See Exhibit E for sample Organizational Chart*).
6. **Menu (1 page maximum):** Teams must develop a menu to support the restaurant concept that includes exactly twelve (12) menu items. The sample menu should be representative of how this information would be communicated to customers including pricing and should include all necessary menu item descriptions. The menu may not exceed one standard 8.5" x 11" sheet of paper. *See Exhibit F for clarification on what counts as a menu item.*
7. **Recipes:** For one (1) of the twelve (12) menu items, teams will prepare and provide recipes. Recipes should be typed and submitted on the official recipe and costing templates can be found in Exhibits G & H. Acknowledgements and sources must be listed on each recipe. Recipes must be written in a logical sequence. *See Exhibit G for a sample recipe.*
8. **Costing:** For one (1) of the twelve (12) menu items, teams will prepare and provide costing information. Costing information should be typed and submitted on the official recipe and costing templates can be found in Exhibits G & H. Acknowledgements and sources must be listed on each recipe in MLA formatting. *See Exhibit H for a recipe cost example.*
 - a. Small amounts of dry spices and herbs may be priced as 1% of the total recipe cost.
 - b. Oil for frying may be priced at 2% of the total recipe cost.
9. **Menu Pricing:** Prices must also be developed for the same one menu item costed in item 8 above—calculated at a 33% food cost percentage. The menu price may be rounded up after applying the 33% food cost percentage for a more realistic menu price. For example, if the menu price is calculated to be \$7.67, it would be acceptable to have a price of \$7.95 or \$8.00. However, the final calculation before rounding must be indicated on the menu pricing template.
10. **Photographs (2 pages maximum):** Teams will prepare and photograph at least one, and up to four, menu items to be included in the written proposal. Photographs must be of items made by the team, and should not be stock photo, clipart, or other published images.
11. **Marketing Tactics (2 pages maximum per tactic, including sample):** Teams will develop two (2) marketing tactics to launch their restaurant concept. *See Exhibit J for additional information on the different tactics.* Alcohol-related activities or promotions may not be used as one of the marketing tactics. For each marketing tactic, teams must submit a description of the tactic, the goal of the tactic and a detailed budget that shows all associated costs, and the estimated return on investment (ROI). Students are encouraged to use creativity to develop their tactics. For the budget for each tactic, teams must use local rates and list the rate source. Teams may not enlist the services of a PR firm or a 3rd party agency as a marketing tactic. Website and social media presence are not tactics in and of themselves, but they can be used to bolster any of the tactics listed below. For the two marketing tactics, teams must submit a paper-based sample, which may not exceed one standard 8.5" x 11" sheet of paper, of the tactic. Examples of acceptable samples could include:
 - a. Print or digital ad – mockup of ad
 - b. Radio commercial – script
 - c. TV commercial – storyboard
 - d. Public relations campaign – sample press release

- e. Promotional giveaway items – photo or mockup of item
- f. Email or mail campaign – email text and mockup of accompanying artwork

Posters

Teams will prepare two posters, 24" x 36" in size. Posters must be entirely flat and may not include any 3-dimensional objects. The poster, when fully constructed, should be able to be rolled up for storage at Check-In. Event organizers will provide all required display materials (e.g. easels, foam board, thumbtacks, magnets, clips, etc.)

One poster should display the sample menu and the floorplan; the second poster should display one marketing tactic. Concept logos are permitted on the posters, but no other information should be included. *See Management Competition Penalties.*

Management Competition Penalties

The following are fixed deductions.

1. Written proposal does not meet specifications, or was not submitted on time i.e. by March 3rd, 2023 to ProStart@nraef.org – 5 pts
2. Team did not successfully submit all items at check-in, items submitted did not meet specifications – 1 pt to 5 pts
 - a. 1 point is deducted per incomplete/incorrect check-in attempt up to 5 total points.
 - b. If the team is unable to successfully check-in within the allotted window, the team is disqualified.
3. The team is not dressed in uniform – 5 pts
4. Posters do not meet specifications or include additional information – 5 pts
5. Restaurant concept is not located in ProStartville or does not match one of the provided restaurant space scenarios – 5 pts
6. Team submits more or fewer than 12 menu items – 5 pts
7. Team includes an alcoholic beverage as one of their menu items – 5 pts
8. Team submits recipes for more or fewer than 1 menu item – 5 pts
9. Team submits food costing worksheets for more or fewer than 1 menu item – 5 pts
10. Team submits more or fewer than 1 menu pricing worksheet – 5 pts
11. Team submits more or fewer than 2 marketing tactics – 5 pts
12. Team uses an alcohol-related activity or promotion as one of their marketing tactics – 5 pts

Management Specific Disqualifications

1. Team submitted work, or parts of work, that was previously submitted.
2. Violation of the General Disqualifications on page 5.

Event Personnel

1. Event Organizers and staff members
2. Volunteers: Assigned and trained by event organizers to assist with the event
3. Timekeeper/MC: Personnel designated and trained by the event organizers, who are charged with keeping the official time for assigned teams during all segments of the competition.
4. Judges: Sourced from post-secondary education and the restaurant and foodservice industry, including a Lead Judge. Lead Judge does not score teams.

5. All judges will be consistent from team to team (i.e. judges scoring team presentation/work skills will be responsible for that category across all competitors). See *Exhibit M for sample Management Competition Score Sheet*.

Post Competition

The written proposals and posters must be picked up by 6pm the last day of the competition or it will be disposed of by the Event Organizers. Report to the registration desk with a team member's badge to claim the proposals and posters. Event organizers will retain one copy of the written proposal from each team.

Exhibit A – Management

2023 Location Description – ProStartville, USA

Demographics:

The geographic location of ProStartville, USA is at your discretion.

ProStartville, USA is home to a diverse group of families, students, and young professionals. Residents of ProStartville enjoy a thriving arts scene, a large university with a strong sports program, an international airport, and unique neighborhoods.

- Population – 190,000
- Median age – 34
- Families – represent 26% of the population

Exhibit F – Management

Menu Item Clarification

The intent is for teams to develop a menu featuring only twelve menu items. This may be treated as a representative sample that is reflective of the concept’s broader menu, with the twelve selected menu items serving as the true highlights of the restaurant’s brand and concept. Please see the below information on what constitutes a menu item.

Menu Item Clarification

The general rule of thumb for what counts as a menu item is that anything that is packaged together for one price counts as one item. Please see the examples below for further clarification.

An exception to this rule is a table d’hote menu (see *Foundations of Restaurant Management & Culinary Arts Level 2, pgs. 473-74*) or prix fixe menu. In those cases, each dish that makes up the table d’hote or choice for prix fixe counts as one menu item.

On the sample menu below, there are examples of how to count menu items.

- Each Appetizer and Salad counts as one menu item
- Each Sandwich counts as one menu item. The costing for each item would include the most costly of the side choices
- Each Dinner item counts as one menu item. Costing would include all sides and sauces
- Each Dessert is one item. Each Beverage is one item
- Total menu items count for this menu is: 16

Appetizers	Salads
Calamari ¹ \$8.00 Fresh, tender squid lightly floured then deep fried, served with lemon wedges and homemade marinara sauce.	House ³ \$6.50 Spring greens, avocado, roasted peppers, onions, shredded carrots, tomatoes & balsamic dressing
Spinach and Artichoke Dip ² \$7.50 Warm blend of creamy spinach, tender artichokes, and melted Asiago and Parmesan cheeses. Served with tortilla chips.	Crazy ⁴ \$8.50 Chicken breast, goat cheese, spring greens, crushed walnuts, bacon, roasted peppers, onions & balsamic dressing
	Wild Alaska Salmon ⁵ \$10.50 Alaska salmon, spring greens, tomatoes, sliced lemon & balsamic dressing
Sandwiches	Entrees
<i>Available with your choice of potato, pasta, or green salad.</i> Best Burger ⁶ \$8.50 ¼ lb. beef patty, pickle, tomatoes, sautéed onions, spring greens, cheddar cheese	Pot Roast Dinner ⁹ \$15.75 Piled high with cippolini onions, carrots & mushrooms over mashed potatoes, served au jus
Best Chicken ⁷ \$8.00 Chicken breast, spring greens, tomatoes, onions & basil mayo	Chili Glazed Salmon ¹⁰ \$16.50 Served over a roasted vegetable & quinoa pilaf finished with micro greens
Garden Burger ⁸ \$7.00 Veggie patty, sun-dried tomato pesto, spring greens, avocado, tomatoes, onions, shredded carrot & basil mayo	Chicken Pot Pie ¹¹ \$13.00 Roasted chicken in an herbed cream sauce with leeks & carrots under a pastry crust
Desserts	Beverages
Cake of the day ¹² \$4.00 Ice Cream Sundae ¹³ \$3.50	Soda ¹⁴ \$2.00 Housemade Lemonade ¹⁵ \$2.50 Brewed Coffee ¹⁶ \$1.50 Regular or decaf

For beverages, each item that is individually priced would count as a menu item. The example below includes 20 items. **Note:** The Cappuccino and Café Latte, while priced the same, are two separate menu items as they are substantially different items. The Brewed and Iced Coffee are two separate menu items as they are priced differently.

Central Perk Coffee Shop

Item	Small	Medium	Large
Espresso	1.75 ¹	1.95 ²	--
Cappuccino	2.95 ³	3.65 ⁴	3.95 ⁵
Americano	2.15 ⁶	2.55 ⁷	2.95 ⁸
Café Latte	2.95 ⁹	3.65 ¹⁰	3.95 ¹¹
Vanilla Latte	3.45 ¹²	4.15 ¹³	4.45 ¹⁴
Brewed Coffee	1.95 ¹⁵	2.45 ¹⁶	2.95 ¹⁷
Iced Coffee	2.15 ¹⁸	2.65 ¹⁹	3.15 ²⁰

For a “build your own” concept, ingredients that are individually priced would count as one menu item. The example below includes 9 menu items and are noted in red below.

a

Item Type Choose 1	Protein Choose 1	Toppings Choose 2 (\$1 for additional topping) ⁵	Extras
Burrito	Chicken ¹ \$6.25	Beans and Rice	Chips and Salsa ⁶ \$3.00
Bowl	Steak ² \$6.50	Cheese	Guacamole ⁷ \$4.00
Tacos	Ground Beef ³ \$5.95	Salsa	Chips and Guacamole ⁸ \$5.00
Salad	Vegetarian ⁴ \$5.75	Sour Cream	Chips only ⁹ \$2.00

Note: While a “build your own” concept is permissible, it is not recommended. Teams instead should focus on their core menu, composed of items that reflect their unique brand signature., There can then be an acknowledgement that there are opportunities to “build your own” integrated into the concept’s broader menu.

Exhibit H – Management

Recipe Cost Example

Note: For a menu item consisting of Chicken Gruyere served with sautéed spinach, and roasted potatoes, you should include separate recipe costing sheets for the chicken, the spinach, the potatoes, and the sauce.

Management teams must complete this worksheet prior to the competition and include in both the written proposal and costing folder.

School Name	ABC High School		
Educator Name	Chef Jane Doe		
Menu Item	Chicken Gruyere		
Number of Portions	4	Portion Size	1 breast/ approx.8 oz.

Ingredient	Purchase Unit	Purchase cost	Unit cost	Amount Needed	Ingredient Cost
Butter	1 pound	\$4.59	\$0.287/oz.	2 oz.	\$0.574
Onion	3 lbs.	\$1.98	\$0.041/oz.	8 oz.	\$0.328
Swiss Cheese	1 pound	\$5.99	\$0.374/oz.	3 oz.	\$1.122
Bread Crumbs	15 oz.	\$1.75	\$0.117/oz.	3 oz.	\$0.351
Paprika	2 oz. / 12 tsp	\$1.79	\$0.895/oz.	.167 oz./1 tsp	\$0.149
Chicken Breast	1 pound	\$1.98	\$1.98/#	2 #	\$3.96
White Wine	750 ml / 25.4 oz.	\$12.00	\$0.472/oz.	3 oz.	\$1.416
Chicken Stock	1 gallon	\$6.00	\$0.047/oz.	3 oz.	\$0.141

Subtotal	\$8.041
1 % for small amounts of spices (Q Factor)	\$0.08
2 % for frying oil	\$0.161
Total Recipe Cost	\$8.282
Portion Cost	\$2.07

Exhibit I – Management

Menu Price Example

Note: For a menu item consisting of Chicken Gruyere served with sautéed spinach, and roasted potatoes, you should include one (1) menu price sheet for the completed menu item.

Management teams must complete this worksheet prior to the competition and include in both the written proposal and costing folder.

School Name	ABC High School
Educator Name	Chef Jane Doe

Menu Category	<input type="checkbox"/> Starter	<input checked="" type="checkbox"/> Entree	<input type="checkbox"/> Dessert
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Recipe	Portion Cost
Chicken Gruyere	\$2.07
Sauteed Spinach (from additional recipe and costing sheets)	\$0.753
Roasted Potatoes (from additional recipe and costing sheets)	\$0.961
Sauce (from additional recipe and costing sheets)	\$0.354

Total Plate Portion Cost	\$4.138
Menu Price at 33% Food Cost	\$13.655
Actual Price on Menu	\$14.50

Exhibit L – Management

Sample Management Competition Timeline

Note: The exact order of which category will be judged will vary for each team depending on where the judges start.

Team	8:00 AM	8:05 AM	8:15 AM	8:25 AM	8:35 AM	8:45 AM	8:55 AM	Break	Feedback Sessions	Students Out
1	Report & Setup	Operations	Critical A	Critical B	Menu	Concept	Marketing		9:10 AM	9:20 AM
2	Report & Setup	Marketing	Operations	Critical A	Critical B	Menu	Concept		9:10 AM	9:20 AM
3	Report & Setup	Concept	Marketing	Operations	Critical A	Critical B	Menu		9:20 AM	9:30 AM
4	Report & Setup	Menu	Concept	Marketing	Operations	Critical A	Critical B		9:20 AM	9:30 AM
5	Report & Setup	Critical B	Menu	Concept	Marketing	Operations	Critical A		9:30 AM	9:40 AM
6	Report & Setup	Critical A	Critical B	Menu	Concept	Marketing	Operations		9:30 AM	9:40 AM
Team	10:05 AM	10:10 AM	10:20 AM	10:30 AM	10:40 AM	10:50 AM	11:00 AM	Break	Feedback Sessions	Students Out
1	Report & Setup	Operations	Critical A	Critical B	Menu	Concept	Marketing		11:15 AM	11:25 AM
2	Report & Setup	Marketing	Operations	Critical A	Critical B	Menu	Concept		11:15 AM	11:25 AM
3	Report & Setup	Concept	Marketing	Operations	Critical A	Critical B	Menu		11:25 AM	11:35 AM
4	Report & Setup	Menu	Concept	Marketing	Operations	Critical A	Critical B		11:25 AM	11:35 AM
5	Report & Setup	Critical B	Menu	Concept	Marketing	Operations	Critical A		11:35 AM	11:45 AM
6	Report & Setup	Critical A	Critical B	Menu	Concept	Marketing	Operations		11:35 AM	11:45 AM

Exhibit M – Management

Sample Management Competition Score Sheet

EVALUATION CRITERIA	POOR	FAIR	GOOD	VERY GOOD	EXCELLENT	SCORE
Check-In (5 points)						
Including but not limited to: <ul style="list-style-type: none"> • Arrival within timeframe • Items meet specifications • Complete submission • Uniform 	1	2	3	4	5	
Concept (30 points)						
Description of Concept	1-2	3-4	5-6	7-8	9-10	
SWOT Analysis	1-2	3-4	5-6	7-8	9-10	
Presentation Skills	1	2	3	4	5	
Q & A – Depth of Knowledge	1	2	3	4	5	
Menu and Costing (35 points)						
Menu Matches Concept	1	2	3	4	5	
Description of 12 items	1	2	3	4	5	
Sample of how presented	1	2	3	4	5	
Photos	1	2	3	4	5	
Presentation Skills	1	2	3	4	5	
Q & A – Depth of Knowledge	1	2	3	4	5	
Menu Poster	1	2	3	4	5	
Marketing (40 points)						
Matches Concept	1	2	3	4	5	
ROI	1	2	3	4	5	
Tactic Budgets	1	2	3	4	5	
Samples	1	2	3	4	5	
Creativity	1	2	3	4	5	
Presentation Skills	1	2	3	4	5	
Q & A – Depth of Knowledge	1	2	3	4	5	
Marketing Poster	1	2	3	4	5	
Critical Thinking (55 points)						
Teamwork	1	2	3	4	5	
Presentation Skills	1	2	3	4	5	
Q & A – Depth of Knowledge	1	2	3	4	5	
Category 1	1-2	3-4	5-6	7-8	9-10	
Category 2	1-2	3-4	5-6	7-8	9-10	
Category 3	1-2	3-4	5-6	7-8	9-10	
Category 4	1-2	3-4	5-6	7-8	9-10	
Operations (30 points)						
Layout Selection & Floorplan	1-2	3-4	5-6	7-8	10	
Interior and décor	1	2	3	4	5	
Organizational chart	1	2	3	4	5	

