

# Farm *to* School

## The USDA Pilot Project for Procurement of Unprocessed Fruits and Vegetables

Washington State was one of eight states selected to participate in the USDA Pilot Project for Procurement of Unprocessed Fruits and Vegetables, as directed by the Agricultural Act of 2014, also known as the Farm Bill. The pilot enables school districts to use their USDA entitlement funds to purchase locally-grown unprocessed fruits and vegetables. Through this pilot Washington State hopes to strengthen current school-vendor relationships and broaden the diversity of vendors selling to schools.

Food sold through the pilot can include any "unprocessed" produce that has been sliced, diced, chopped, washed, frozen or dried. Foods that have been heat-treated during processing such as canning or pickling are not allowed.

### How to participate?

Vendors must apply to become a USDA approved vendor. Application details can be found on the [USDA-AMS website](#) and [WSDA's Farm to School toolkit](#).



1 Product Liability Insurance



2 Food Safety Certification

USDA-AMS Specialty Crops Inspection Division or Global Food Safety Initiative (GFSI) recognized

Once approved, vendors will need to contract with schools and are responsible for submitting invoices to USDA at [scpilotproject@usda.gov](mailto:scpilotproject@usda.gov).

#### farm opportunity

- Support growing demand for fresh products from local schools in your area
- Develop connections with local Food Nutrition Directors and build a foundation for future business relationships
- Broaden your customer base to schools, students and families in a stable, high-volume market
- Show support for your community and help improve childhood nutrition
- Feature your company as a USDA approved vendor

#### school opportunity

- Serve more healthy, fresh and locally-procured fruits and vegetables
- Support local economy, build community relationships and promote your food service program
- More flexibility over where and how to spend your entitlement money
- Purchase from vendors with approved liability insurance and food safety practices
- Participate with minor adjustments to standard purchasing practices

School can participate by contacting the Office of Superintendent of Public Instruction (OSPI):

Sarah Davis  
Food Distribution Program  
Child Nutrition Services, OSPI  
[sarah.davis@k12.wa.us](mailto:sarah.davis@k12.wa.us)  
(360) 725-6215



Participation is open from February through April of each school year for the upcoming school year. School districts get to determine their own entitlement set aside amount for the pilot.

### More info?

[WSDA's Farm to School Toolkit](#)

[USDA-Agriculture Marketing Service](#)

[USDA-Food Nutrition Services \(FNS\)](#)

# School Procurement Overview

## The USDA Pilot Project for Procurement of Unprocessed Fruits and Vegetables

*The pilot supports the purchase of local and regional produce, however standard procurement rules still apply*

[Schools can only purchase from USDA approved vendors on USDA-AMS website](#)

### Option 1

#### Modify an existing contract with an USDA eligible vendor.

*Competitive bids are not required.*

School buyers can modify an existing contract for purchases from a current vendor through the USDA Pilot Project if participation in the pilot does not result in a material change.

Schools can create an addendum to current contracts which (1) outlines school buyer participation in the pilot and changes to contract, including at minimum, the vendor payment method, and (2) requires the vendor to issue a separate invoice to USDA for produce sold under the pilot.



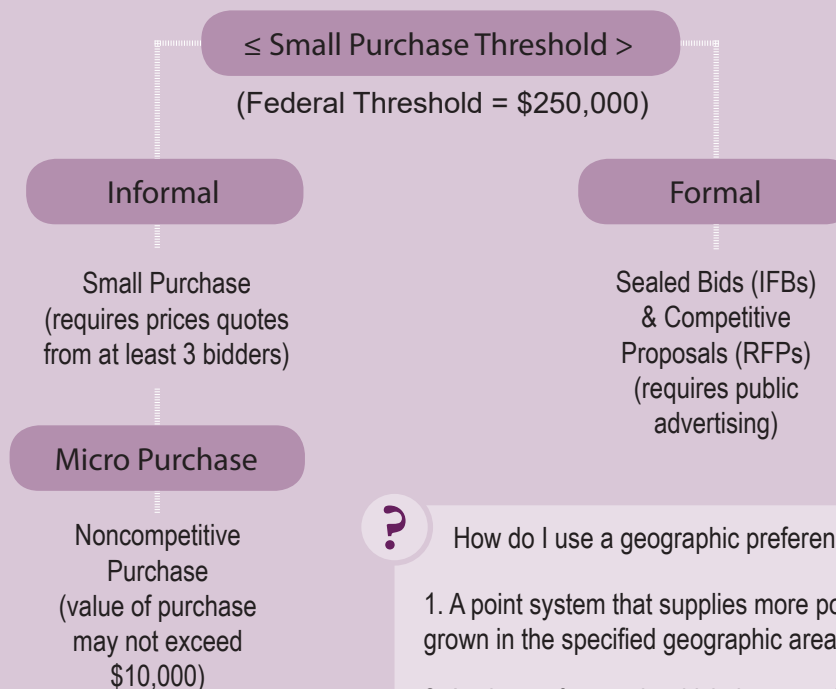
Can I amend a DoD Fresh contract?

DoD Fresh Contracts are held by the Department of Defense (DoD) Fresh Fruit and Vegetable Program. Schools cannot modify this contract unless they have a contract with current DoD Fresh vendors outside of DoD Fresh.

### Option 2

#### Conduct new procurement from a USDA Pilot Project eligible vendor.

*Competitive quotes for purchases over \$10,000 required (may include Geographic Preference)*



How do I use a geographic preference? Example ways to apply:

1. A point system that supplies more points to vendors who can supply produce grown in the specified geographic area (e.g. state, county, mile-radius).
2. A price preference in which the quote from any vendor offering produce from the geographic preference area (usually WA-grown) will be reduced by a specified percentage (usually 5% or 10%, but it is up to the school district) for comparison.

Refer to [WSDA's Local Food Procurement Page](#) for more details

### Option 3

#### Recruit new or existing vendors to participate!

*Inform vendors of requirements:*

1. Liability Insurance
2. Food Safety Certification (USDA-AMS or GFSI accredited)

Additional qualifications may be required for businesses that work with other suppliers, carry non-domestic product and/or plan to sell minimally processed product. Vendors can get help with their application at [WSDA's Farm to School Toolkit](#) or emailing [sarah.davis@k12.wa.us](mailto:sarah.davis@k12.wa.us)