

USDA Pilot Project for Unprocessed Fruits and Vegetables & Farm to School

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Washington
State Department of
Agriculture



School district participation in
farm to school
programs has increased by

430% since 2006

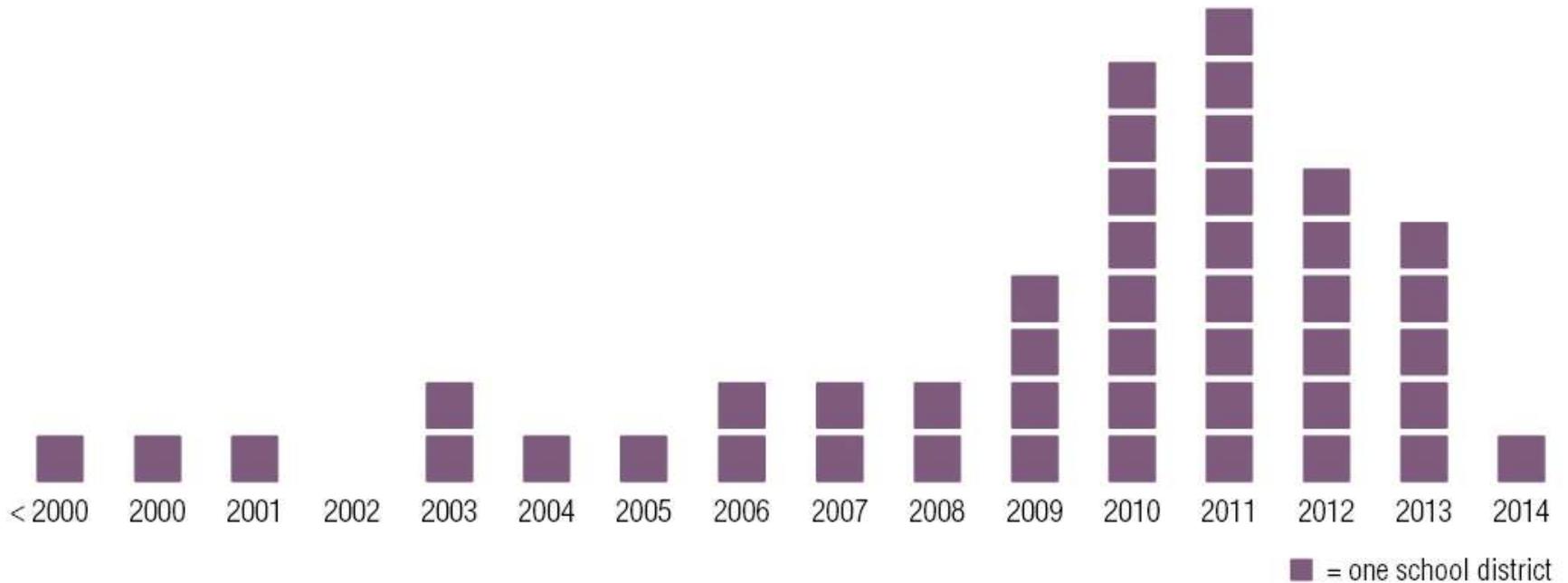


NATIONAL
FARM to SCHOOL
NETWORK

Economic Research Service USDA,
"Trends in U.S. Local and Regional Food Systems"

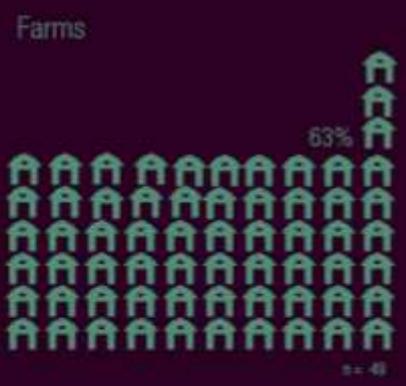
Ways to Engage

Farm to School is Growing in Washington

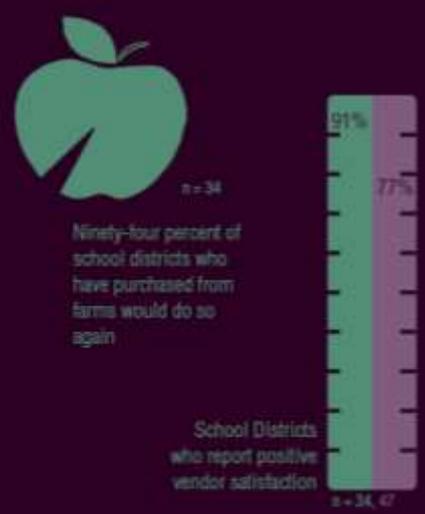


9 districts participating in Farm to School in 2006.
37 more have gotten involved with Farm to School in the following years

Where do school districts purchase Washington-grown foods?

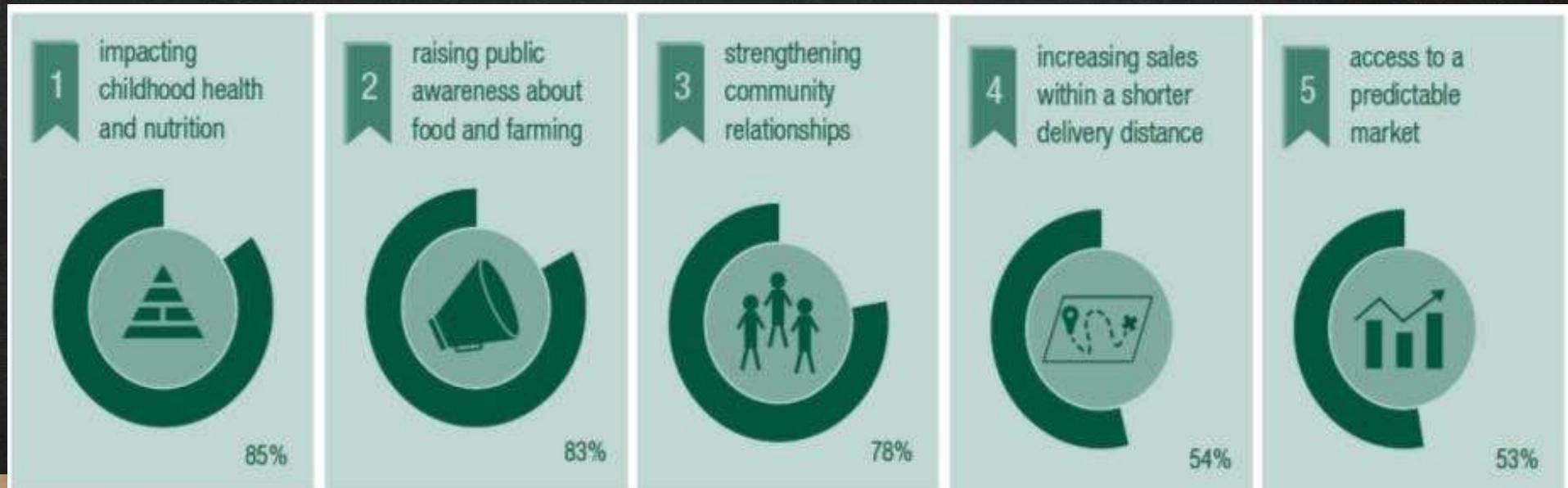
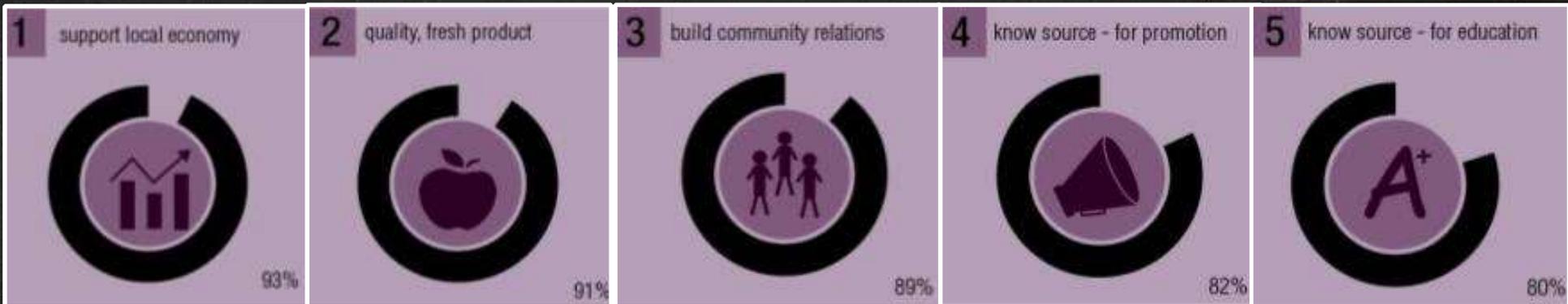


VS



★ 225 of 280 Food Service Directors responded to the Results Washington question via phone or internet

Why Farm to School?



How can the Pilot for the Procurement of Unprocessed Fruits and Vegetables support Farm to School?



USDA Pilot for Unprocessed Fruits and Vegetables

The USDA Pilot for Unprocessed Fruits and Vegetables was created by the USDA to offer school districts more spending options for their entitlement funds.

It can be used alongside DOD Fresh and does not act as a replacement program.

The pilot is an opportunity for schools to use entitlement funds to support Farm to School purchasing!

USDA contracts with farms and vendors-> schools purchase from vendors-> fresh produce is delivered-> USDA pays the bill.



Goal of the Pilot

The goal of the Pilot Project is to develop additional opportunities for schools to purchase fresh fruits and vegetables with entitlement funding while using pre-existing commercial distribution channels and school relationships with growers, produce wholesalers, and distributors.

The pilot supports the use of locally-grown foods in school meal programs using entitlement funds.



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
- Purchase from vendors with approved liability insurance and food safety practices
- Participate with minor adjustments to a standard purchasing practices

Vendor/Farmer Requirements

Vendor Requirements

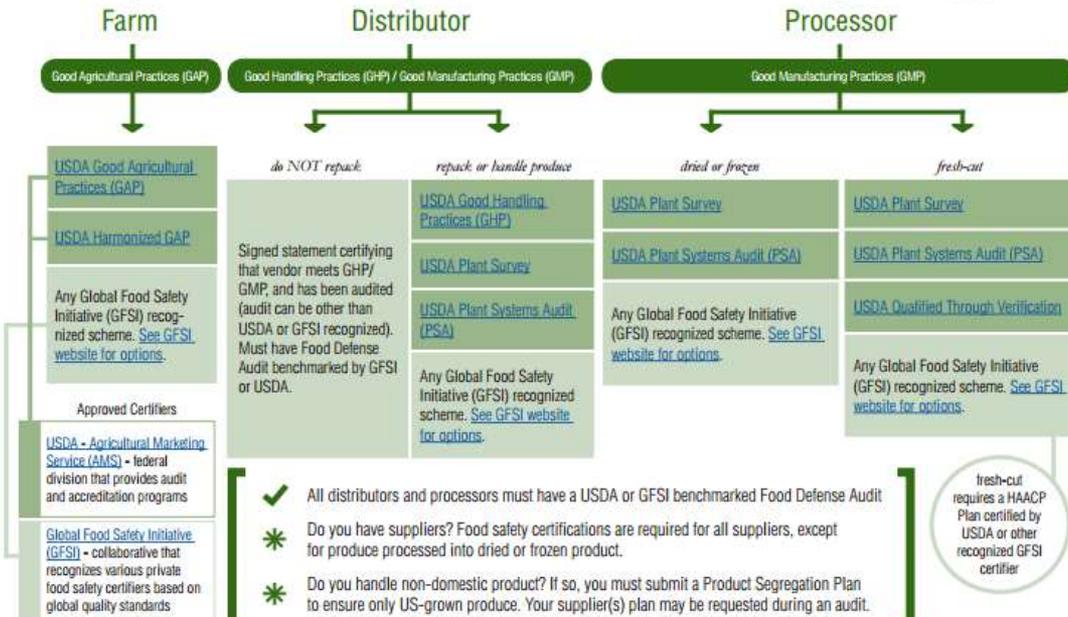
The USDA Pilot Project for Procurement of Unprocessed Fruits and Vegetables

1 Product Liability Insurance

2 Food Safety Certification

Which best describes your operation? Certification options vary by vendor type:

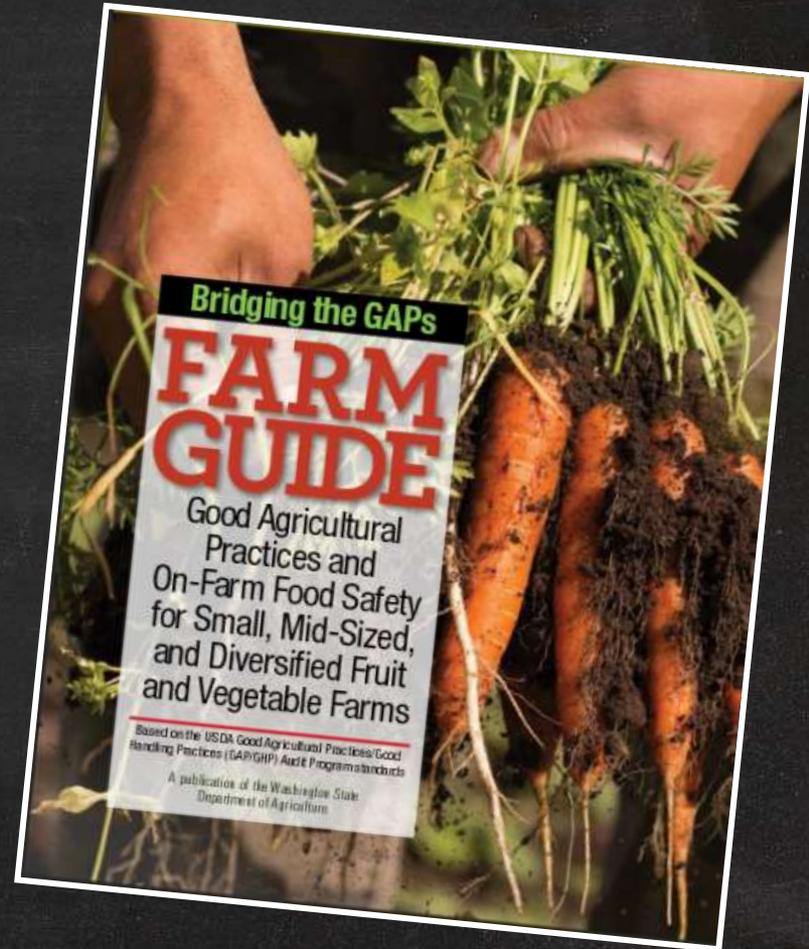
See USDA Vendor Eligibility Requirements for further details



■ Questions? Contact the Washington State Department of Agriculture's Farm to School Team at <http://www.wafarmtoschool.org/Page/102/procurementportal> or kullmann@agr.wa.gov or (206) - 256 - 6151 ■

Farm Vendor Requirements

1. Written food safety plan
2. Product Liability Insurance
3. Food Safety Audit Certification (Good Agricultural Practices (GAP)/Good Handling Practices (GHP))



agr.wa.gov/inspection/GAPGHP

Vendors

Schools can only purchase from USDA approved vendors and farmers

Pacific Coast Fruits

First Fruit Marketing of Washington

American Produce Express

Tahoma Farms

Columbia Fruit

Spokane Produce

Charlie's Produce

Penny's Salsa Inc.

FSA West/ FSA East

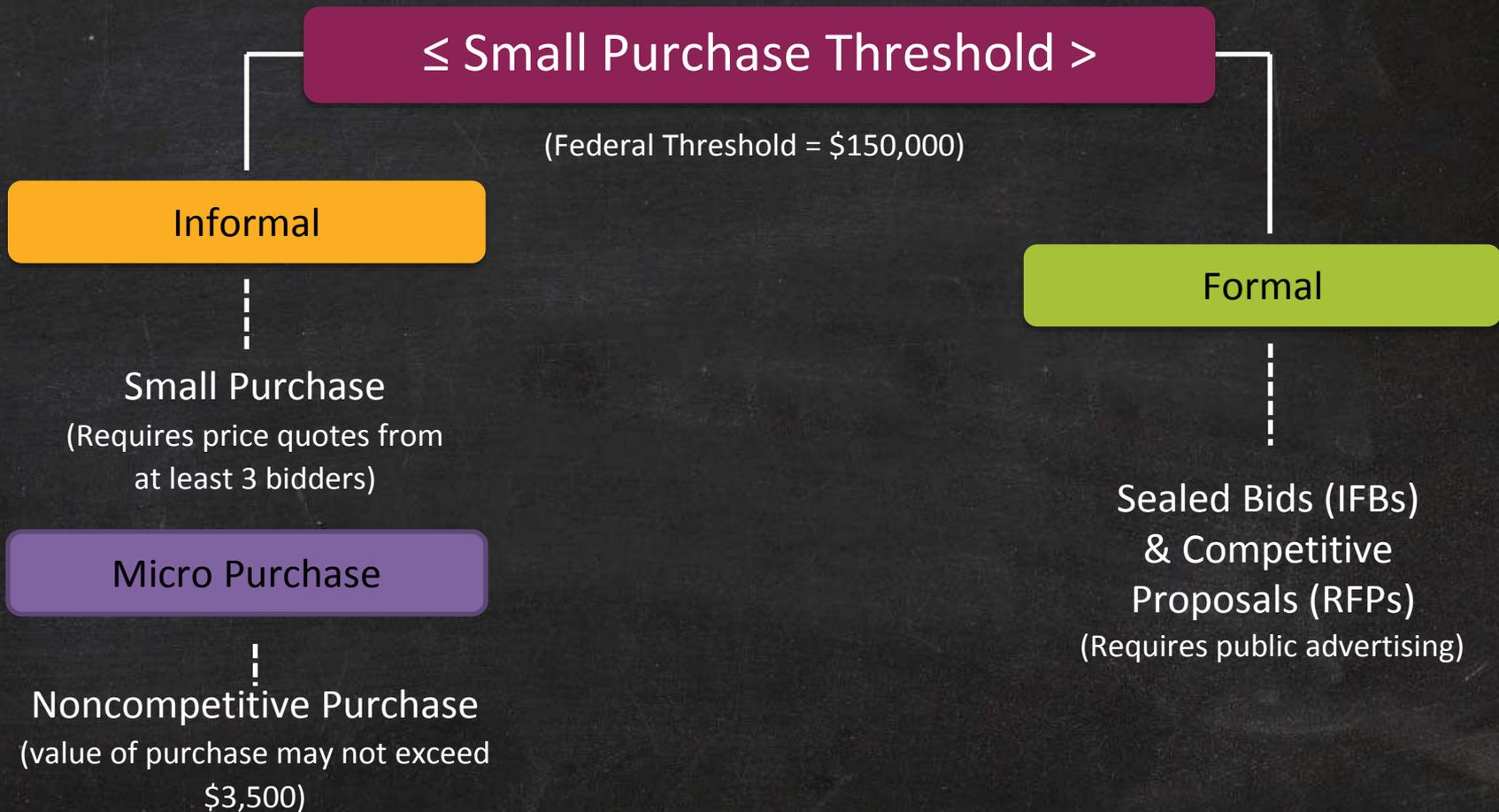
Columbia Fresh Packing

& more to come!

Don't see someone you would like to on the list?! Contact Chris Iberle at ciberle@agr.wa.gov

Procurement Methods

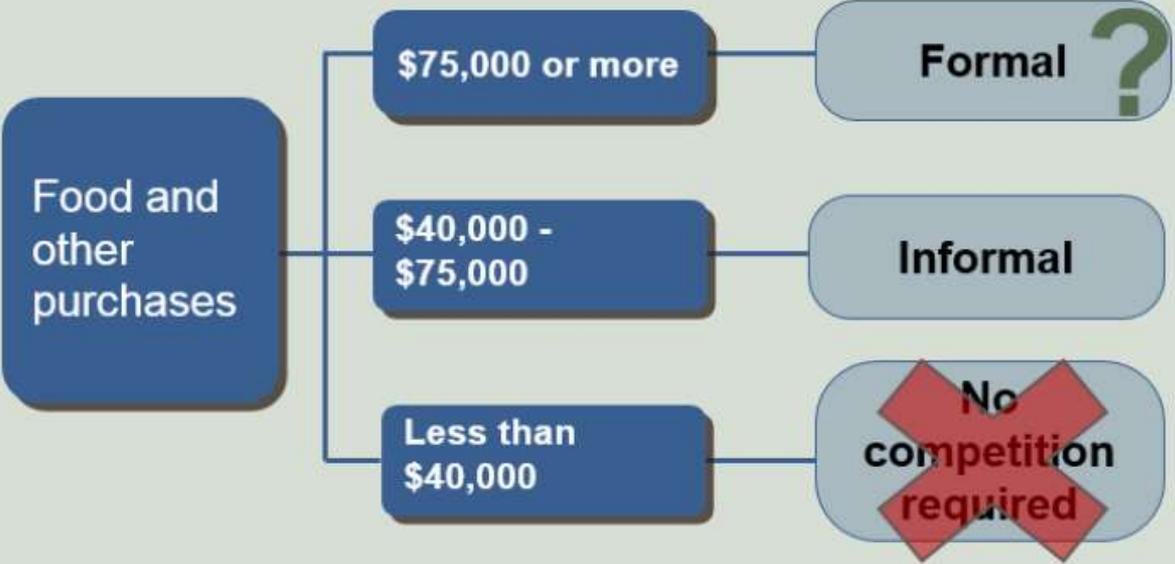
Standard procurement rules still apply to pilot project



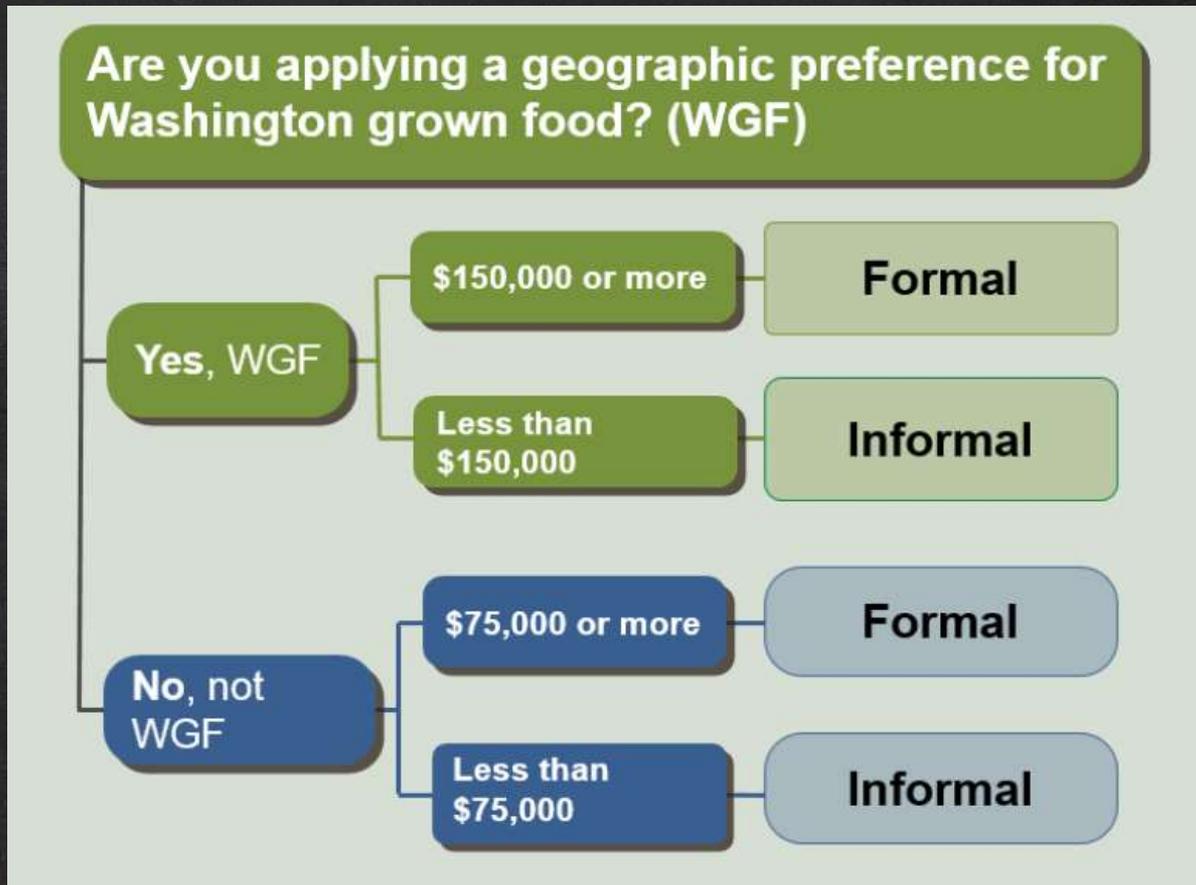
How does Washington State law
affect local purchasing?



Washington School Procurement Law



Exemption for Washington Grown Food



Informal Process

To procure under the informal process (Less than 150,000) you need **3 quotes**.

You can receive quotes in the informal process:

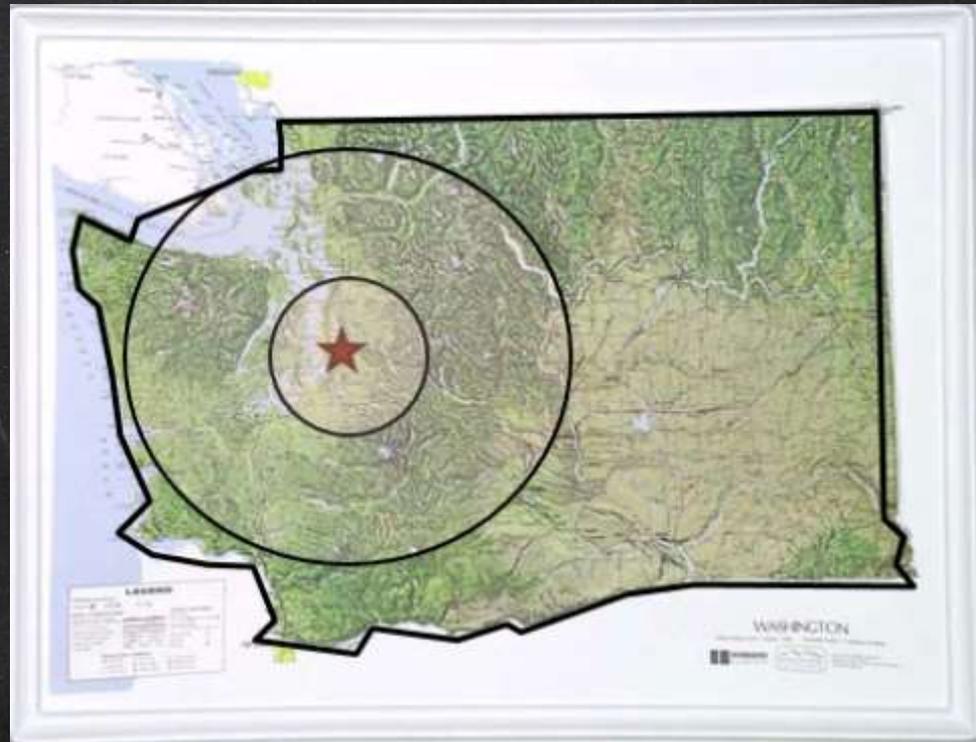
- Over the phone
- Via email
- Comparing fresh sheets
- In an RFQ document
- In a forward contract

If you are applying geographic preference you must specify that when requesting quotes



Geographic Preference

- **Rule 1: School districts must define local and may do so according to their preference.**



Geographic Preference Option

Rule 2: Geographic preference option is limited to “minimally processed” foods.

Cooling; refrigerating; freezing; size adjustment made by peeling, slicing, dicing, cutting, chopping, shucking, and grinding; forming ground products into patties without any additives or fillers; drying/dehydration; washing; packaging (such as placing eggs in cartons), vacuum packing and bagging (such as placing vegetables in bags or combining two or more types of vegetables or fruits in a single package); addition of ascorbic acid or other preservatives to prevent oxidation of produce; butchering livestock and poultry; cleaning of fish; and the pasteurization of milk.

USDA Pilot Project for Procurement of Unprocessed Fruits & Vegetables

Purpose

1. Give schools flexibility in how they spend their entitlement
2. Increase purchase of “unprocessed” locally grown produce

Only fresh fruits and vegetables that are “minimally processed” or “unprocessed” can be sold through the pilot.

Produce that has been sliced, diced, chopped, washed, frozen or dried are allowed.

Foods that have been heat-treated like canning or pickling are NOT allowed.

Geographic Preference Option

Rule 3: Geographic preference can not be a requirement-only preferred.

You may specify a defined advantage for local.

We are applying a ___% geographic preference to items grown in WA. (OR Spokane, Stevens, and Ferry counties for example)

Rule 4: Geographic Preference may only apply to the location of the product, NOT the location of the vendor.



Local

Minimally processed

Products

As defined by
the School
District

Frozen
Sliced
Washed
Packaged
Dried
Pasteur-ized

NOT
Cooked
Heated
Pickled
Canned

NOT
People -
Vendors
Farmers
Producers

Applying Geographic Preference

- Simple Point/Price System (USDA)
 - 1 point = 1 penny
- **Percent Price Preference**
 - Points for % of items within geographic preference area
- Point Systems
 - Points for % of items meeting multiple specifications
- Sliding Scale
 - Points weighted by type of specification met



Potential Specifications, Requirements, and Evaluation Criteria to Target Local Products

- » Particular varieties unique to the region
- » Freshness (e.g. Delivered within 48 hours)
- » Size of farm
- » Harvest techniques
- » Crop diversity
- » Origin labeling
- » Able to provide farm visits or class visits





Other Things to Consider When Writing Solicitations to Target Local Products

- Be flexible
- Don't include unnecessary requirements
- Consider what a vendor new to the school food market might not know
 - » Condition upon receipt of product
 - » Food safety needs
 - » Size uniformity



Forward Contracts

- Technically, a forward contract is any contract established in advance of when the product is delivered.
- In the context of farm to school, it often refers to a contract or agreement established with a farmer in advance of the growing season.



Requesting Quotes

| Product Availability and Pricing Form (Due by end of business on Fri Aug 23, 2013) | | | | | | | | | | | | | | |
|---|--|-----------------------------|--------------------------|------------------------|--|--------------|-----|-----|-----|-----|-----|-----|-----|--|
| Item | Specification | Variety (please specify) | Volume Available | WA Grown? Yes or No | Name & location of farm, grower or processor | Availability | | | | | | | | |
| | | | | | | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | |
| <i>EXAMPLE:</i> Radishes, fresh, bunched 100 – 500 lbs | Non-spicy variety; cleaned with no dirt on; with tops | Mild Red | Approx 200 lbs per order | YES | Smith Farm Yakima, WA | | | | X | X | X | | | |
| Fruits and Berries: | | | | | | | | | | | | | | |
| Blueberries, fresh | Fruit should be blue-purple and firm, not overripe or crushed; free from decay, injury, mold, insects and mummified berries. Uniform in size. | | | | | | | | | | | | | |
| Blueberries, frozen | US Grade A - Fruits should be uniform, bright, dark blue-purple color, firm, reasonably fleshy, practically whole and intact with not more than 6 percent by weight of berries that may be crushed, mushy, or broken. Fairly uniform in size. | | | | | | | | | | | | | |
| Vegetables: | | | | | | | | | | | | | | |
| Asparagus, fresh, whole | Fresh, well trimmed, fairly straight/not badly misshapen, and free from decay, damage or broken tips, dirt, disease, and insects etc. Color typical of variety, not less than 2/3 of the stalk length. Size: each stalk not less than 1/2 inch in diameter | | | | | | | | | | | | | |
| Broccoli, fresh, florets | Firm heads, tight with dark green or purple buds with brightly colored stalks. Free from decay and damage. The bud clusters should be fairly compact. Size: 1/4" to 3" in diameter. | | | | | | | | | | | | | |

Determining Produce Quantity

Produce Calculator [Oklahoma Produce Calculator](#)

The produce calculator was developed to help producers and food service personnel to calculate quantities and costs of various fruit and vegetables needed by a school/university cafeteria or any other food service provider. The spreadsheet based program calculates poundage needed from a farmer based on the desired number of servings and serving size. It also calculates the per serving cost based on the price of the produce. Conversion calculations have been taken from the USDA Food Buying Guide for Child Nutrition Programs

DIRECTIONS:

To use, fill in colored cells for commodity of interest with applicable value.

| Asparagus | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|-----------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = whole spears</i> | 3.2 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Asparagus | 4.8 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |

| Black-eyed Peas | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = shelled</i> | 6.9 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Black-eyed peas | 10.3 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |

| Beets | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|-----------------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = whole without tops</i> | 7.7 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Beets | 11.6 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |

| Broccoli | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|-------------------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = fresh untrimmed head</i> | 6.5 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Broccoli | 9.8 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |



Purchasing on the Pilot

Option 1

Modify an existing contract with an USDA approved vendor.

Competitive bids are not required.

Option 2

Solicit a new contract with USDA approved vendors.

Competitive quotes for purchases over \$3,000 required, which may include Geographic Preference.

Option 3

Recruit new or existing vendors to participate!

Inform vendors of basic requirements:

Distribution Pathways

*USDA Eligible/Approved Vendor

AMS pays all food & delivery costs

- producer*
- school

AMS pays all food & delivery costs

- producer
- distributor*

School absorbs delivery cost between distributor and school

- If the distributor is not an approved vendor, schools will have to have a separate contract with the distributor to cover the cost of delivery.
- school

Vendors Summit Invoices to USDA for Payment

- Monthly requirement for vendors
- USDA will pay vendors electronically within 10 days of submission

| Vendor/SDA Reporting Template: Pilot Project for Procurement of Unprocessed Fruits and Vegetables | | | | | | | | |
|---|--------------------|----------------------|-------------|----------------------------|--------------------------------|-----------------|-------------------|----------------------|
| Name: | | | | | | | | |
| Contact: | | | | | | | | |
| Email Address: | | | | | | | | |
| Phone Number: | | | | | | | | |
| | <i>Vendor Name</i> | <i>Recipient SFA</i> | <i>City</i> | <i>Product Description</i> | <i>Product State of Origin</i> | <i>Quantity</i> | <i>Total Cost</i> | <i>Delivery Date</i> |
| 1 | Vendor Y | School X | City Y | Lettuce Green Boston 24 Ct | State Z | 15 | \$196.80 | 4/15/2015 |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |
| 9 | | | | | | | | |

Schools should keep track of deliveries in order to:

1. Provide to OSPI to compare to USDA tracking documents for accuracy
2. Respond to USDA evaluation survey to review pilot

How Schools Can Participate

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

Jim Hemmen
Food Distribution Program Supervisor
Child Nutrition Services, OSPI
(360) 725-6209
jim.hemmen@k12.wa.us



Participation is open on a rolling basis through December for the 2015 - 2016 school year. School districts get to determine their own entitlement set aside amount for the pilot.

Promoting Farm to School Efforts

Nutrition education
Educate about WA-grown
Taste Washington Day
Highlight WA-grown foods
School garden
Compost
Inform community
Cooking classes
Attend conferences
Student farm visit
Host farmers presentation
National Farm to School Month
Host harvest visit
Staff farm visit
Staff training



Over 40% of
Washington school
districts already
participate in the top
5 activities

National Farm to School Month

OCTOBER

is



NATIONAL **FARM** TO **SCHOOL** MONTH

Small fingers planting turnip seeds during science class. Locally grown greens, tomatoes and snap peas on the cafeteria salad bar. A classroom visit from everyone's favorite apple farmer to celebrate the harvest and sample crisp, red fruit. National Farm to School Month celebrates the connections that are happening all over the country between schools and local food. [Get involved at www.farmtoschoolmonth.org.](http://www.farmtoschoolmonth.org)

NATIONAL
FARM to
SCHOOL
MONTH



Taste Washington Day



Harvest of the Month



The poster features a central silhouette of a farmer in a hat, holding a rake and a basket. The background is a light blue sky with a sunburst effect and a map of Washington. On the left, there are icons of a windmill and a tractor. The text is arranged in a vertical column on the left and in callout boxes on the right.

WASHINGTON GROWN
HARVEST
OF THE MONTH



Carrots

FRESH - DELICIOUS - LOCAL

HEALTH IS A COLLABORATION BETWEEN SEATTLE PUBLIC SCHOOLS NUTRITION SERVICES, HEALTH EDUCATION, PHYSICAL EDUCATION AND RISK MANAGEMENT DEPARTMENTS.



TRY LOCAL • PLAY • READ • LEARN → **GROW!**

2
HEALTH FACT: Carrots have Vitamin A, which helps your eyes see, especially at night.



Did you know? Washington ranks 2nd to California in the U.S. production of carrots.



School Gardens



Taste Testing

Taste Test

Product _____

Date _____

(please circle one):

Like! Sort of... Don't Like



Do you have comments? Please write on the back

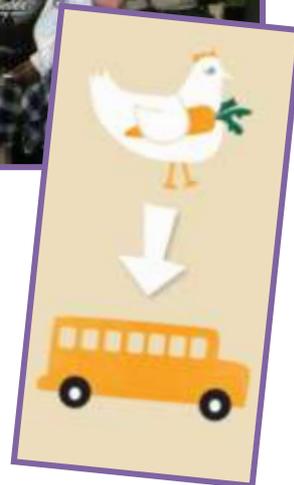




Seasonal or Special Event Purchase

- A seasonal purchase may offer the best opportunity to get locally-grown products when they are most affordable
- For most districts, seasonal or special event purchases fall well under the small purchase threshold, so an informal process works well.
- Starting with a Request for Information to growers can tell you what is in season and when, in your area.

Bring the Farm to School



Engage the Whole School



Oxbow Center & Organic Farm
Like This Page · September 26, 19

The Future Farmers of America!

Like · Comment · Share

43 people like this.

Write a comment...

Sponsored 4/1 · See All

Applebee's Benton

Applebee's is open late with 1/2 price appetizers & Cornucopia! Come see us TONIGHT!

42 Like · 400 people like this.

Seeking a Career Change?
jane.toncoach.com

We are recruiting Business Coaches in WA. Take our test to see if you can be a Coach...

Affordable New Homes WA

Large homes in Renton, WA built by a local Builder. Many FREE Upgrades. View virtual tour!

117 people like American-Classic Homes.

Specialized MS Care
uwmedicine.org

Patient-centered care. Introducing UW Medicine's relocated Multiple Sclerosis Center.

Farm to school encourages us to try new foods

Farm to school...

- provides a story
- creates a connection
- engages us actively
- empowers us to make educated, thoughtful choices





Tweet Like 85

- Home >
- Our Work
- Farm-to-School
- Selling to Schools
- School Food
- School Gardens
- School and Community Engagement
- In the News



WA Grown Food Kit
 Find recipes and nutrition facts for serving Washington grown foods in schools and other meal programs.

***Funding and Credits**
 The WSDA farm to school work is dependent on federal grants to continue providing services. Recognition of our work and role in Washington farm to school efforts is essential to retaining this support. We are careful to credit partners and those who inform our work. Please credit the

WSDA Farm to School Toolkit

This toolkit is designed to provide farms, schools, families, and communities with resources to help them meet their farm-to-school goals.

Through stories, photos, templates, documents and more, this toolkit highlights farm to school and school garden successes throughout the state and draws together best practices and farm to school tips from our in-state and national network partners.

Please contact us with questions, comments, and farm to school successes of your own. With this toolkit we can continue to learn and share with each other. We'd love to hear from you!



A Bremerton School District student is excited to sample a variety of sweet peppers.



CURRENT PROGRAMS

Taste Washington Day 2012 was a huge success around the state! Schools celebrated WA agriculture on Wed, Sep 26th.

[more >](#)



IN THE NEWS

- [Taste Washington Day 2012](#)
- [Growing to school: Students taste success with local food program](#)
- [USDA Unveils Historic Improvements to Meals Served in America's Schools](#)



SUBSCRIBE

FULL NAME

EMAIL

GO!

Share news and information on farm-to-school and school gardens, including seasonal newsletters, funding opportunities, job postings, and policy updates.

Resources

SAFE Salad Bars in Schools

A Guide for School Food Service

Washington State Department of Agriculture • Washington State Department of Health
Office of Superintendent of Public Instruction • Washington State University School of Food Science

This document clarifies food safety requirements for locally grown foods and salad bars.

Introduction
Academic research and experts from across the country have shown that children increase their consumption of fruits and vegetables when they are given a variety of options. This document provides information on how to safely incorporate locally grown produce into school salad bars.

Washington Grown Produce Seasonality Chart
by 2012 USDA Nutrition Standards

| Produce | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Asparagus | | | | | | | | | | | | |
| Artichoke | | | | | | | | | | | | |
| Avocado | | | | | | | | | | | | |
| Beets | | | | | | | | | | | | |
| Broccoli | | | | | | | | | | | | |
| Brussels Sprouts | | | | | | | | | | | | |
| Cauliflower | | | | | | | | | | | | |
| Cheerios | | | | | | | | | | | | |
| Corn | | | | | | | | | | | | |
| Cucumbers | | | | | | | | | | | | |
| Eggplant | | | | | | | | | | | | |
| Fennel | | | | | | | | | | | | |
| Garlic | | | | | | | | | | | | |
| Green Beans | | | | | | | | | | | | |
| Green Peas | | | | | | | | | | | | |
| Kale | | | | | | | | | | | | |
| Leeks | | | | | | | | | | | | |
| Lettuces | | | | | | | | | | | | |
| Onions | | | | | | | | | | | | |
| Parsnips | | | | | | | | | | | | |
| Peas | | | | | | | | | | | | |
| Potatoes | | | | | | | | | | | | |
| Spinach | | | | | | | | | | | | |
| Sweet Corn | | | | | | | | | | | | |
| Tomatoes | | | | | | | | | | | | |
| Winter Squash | | | | | | | | | | | | |

Farm to School

Washington Grown Food Kit

Washington has a fantastic bounty of fresh, locally grown produce. This kit provides recipes, sample menus, and nutrition facts for various produce items.

- Beans**
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts
- Carrots**
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts
- Cucumbers**
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts

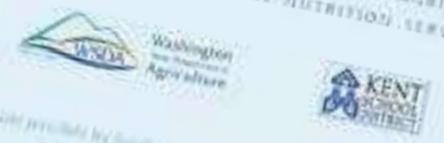
A School's Guide to Purchasing Washington-Grown Food

Using Geographic Preference to Strengthen Farm to School



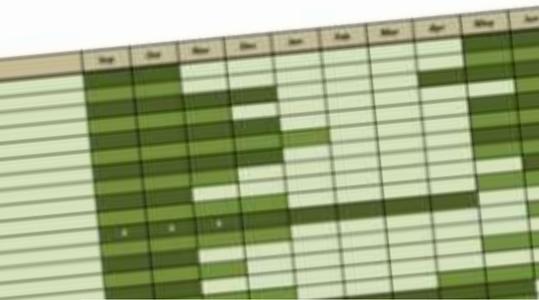
Farm to School Start-Up Kit

WASHINGTON STATE DEPARTMENT OF AGRICULTURE
KENT SCHOOLS DISTRICT NUTRITION SERVICES



Tools and Templates

Washington Grown Produce Seasonality Chart
by 2012 USDA Nutrition Standards Vegetable Subgroups



Product Availability and Pricing Form (Due by end of business on Wed, Feb 5, 2014) **List continues over 5 pages. Please submit all tables even if you have blank pages**

Use the separate rows for products grown in WA and elsewhere. *There are two different delivery needs by the member districts: Delivery to 1) one drop-off site or 2) the "Price per Pack" column, if you choose to do so (See EXAMPLE).*

| Item & Volume | Specification | Variety (please specify) | Volume Available | WA Grown? Yes or No | Name & location of farm, grower or processor | Availability | | | | | | | | | | | |
|--|---|--------------------------|--------------------------|---------------------|--|--------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | | | | | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| EXAMPLE: Radishes, fresh, bunched 100 – 500 lbs | Non-spiky variety; cleaned with no dirt on; with tops | Mild Red | Approx 200 lbs per order | YES | Smith Farm Yakima, WA | | | | X | X | X | | | X | X | X | |
| Fruits and Berries: | | | | | | | | | | | | | | | | | |
| Blueberries, fresh | Fruit should be blue-purple and firm, not overripe or crushed; free from decay, injury, mold, insects and mummified berries. Uniform in size. | | | | | | | | | | | | | | | | |
| Blueberries, | US Grade A - Fruits should be uniform, bright, dark blue-purple color, firm, reasonably fleshy, practically whole and | | | | | | | | | | | | | | | | |

| Asparagus | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|-----------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = whole spears</i> | 3.2 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Asparagus | 4.8 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |

| Black-eyed Peas | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = shelled</i> | 6.9 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Black-eyed peas | 10.3 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |

| Beets | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|-----------------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = whole without tops</i> | 7.7 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Beets | 11.6 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |

| Broccoli | servings/lb | serving size | meals served daily | lbs needed | price/lb | price/serving |
|-------------------------------------|-------------|--------------|--------------------|------------|----------|---------------|
| <i>basis = fresh untrimmed head</i> | 6.5 | 3/8 cup | 0 | 0.0 | \$ - | \$ - |
| Broccoli | 9.8 | 1/4 cup | 0 | 0.0 | \$ - | \$ - |

respective source, etc.)

We're here to help you!

wafarmtoschool.org

Tricia Kovacs
tkovacs@agr.wa.gov
206 - 256 - 6150

Maggie Harkins
mharkins@agr.wa.gov
908-451-5727

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