



**MASSACHUSETTS
FARM TO SCHOOL**

Northeast Food For Schools

Planning for Local Spending Next
School Year

Today's Presenters:



Simca Horwitz, Co-Director
simca@massfarmtoschool.org

Abby Getman Skillicorn, Special Projects Manager
abby@massfarmtoschool.org



Denise Courtney, Nutrition Education and
School Wellness Training Coordinator
denise.courtney@mass.gov

Agenda

- Introductions
- Northeast Food for Schools Overview
- Eligible Products
- Sourcing Local
- Technical Assistance
- DESE's Request for Quotes Sample
- Next Steps
- Question & Answer



MASS. FARM TO SCHOOL OVERVIEW

Mass. Farm to School strengthens local farms and fisheries and promotes healthy communities by increasing local food purchasing and education at schools.

- Professional learning opportunities
- Networking
- Policy/Advocacy
- Communications
- Contracted partner of DESE FNP on both NFS and the MA FRESH grant

Three "C"s: Classroom, Cafeteria & Community



Northeast Food for Schools (NFS) Overview

Funding:

New, one-time USDA funding for School Food Authorities (SFA) for National School Lunch and Breakfast Programs (NSLP/SBP). *Funds cannot be used for CACFP or SFSP.

Objectives:

Designed to support SFAs in new or expanded local food purchasing with a focus on small and minority-owned businesses.

Eligible Products:

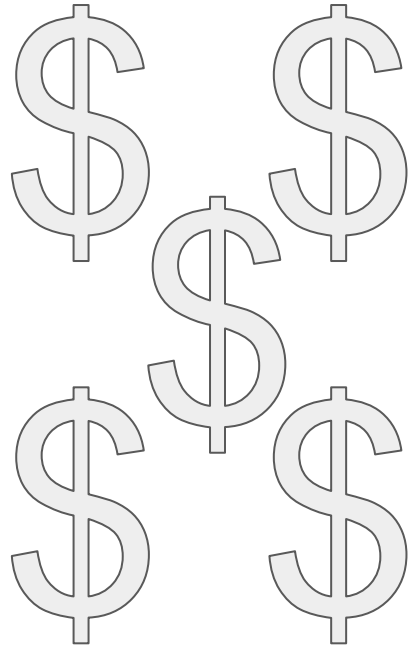
Unprocessed and minimally processed foods grown/raised/caught within 400 miles

Timeline to Spend Funds:

School Year 23-24



Northeast Food for Schools Overview



How does it work?

- NFS is a reimbursement. SFAs will submit requests monthly via an online platform to be reimbursed for eligible purchases.
- Reimbursements will come as manual payments, deposited into the School Lunch Revolving Account.
 - The SFA will need to be able to verify that they spent the funds on allowable items and maintain backup documentation.
- NFS reimbursements are federal funds and should be treated as such.

Northeast Food for Schools Overview

Eligible Vendors:

- Farms, fisheries, or distributors who can provide product traceability to verify the food was grown, raised or caught within 400 miles of your school food authority.
- Vendors must provide product traceability for NFS qualifying purchases.
- **Remember:** *You are in a unique position to support growing small, local, and minority owned businesses!*



Eligible Products - A Few Examples

Can I request reimbursement for....

Massachusetts-grown carrot coins? Yes

New Hampshire made yogurt? Yes

Fish fillets* caught on a Massachusetts-owned boat?
*unbreaded product Yes

Ground beef from Vermont? Yes

Corn tortillas made from corn grown in
Massachusetts and manufactured in a MA bakery? Yes

Eligible Products - A Few Examples

Can I request reimbursement for....

Massachusetts bakery product made with non-local wheat?

No

Bananas

No

Breaded and pre-cooked fish sticks caught from a Maine-owned boat?

No

NFS Funds as a Catalyst to Build School Meal Programs

Consider NFS funds as a way to help grow your school meal program!

- What products are you looking to source?
- NFS Funds can help you (examples):
 - Participate in the Harvest of the Month Program
 - Introduce more seafood items
 - Install salad bars or regularly offer salad entrees
 - Serve local meat
 - Offer breakfast parfaits



Selecting Local Food Vendors - Key Considerations

- Consider your USDA and DoD entitlement buckets
- Direct purchases vs. food hub or distributor purchases
- Ability of vendor to provide product traceability
- Delivery schedules & logistics

The screenshot shows the homepage of the Massachusetts Farm to School Food Source Map. At the top left is the logo for MASSACHUSETTS FARM TO SCHOOL. At the top right are links for 'Subscribe' and 'Don'. Below the logo is a green banner with the text 'Get Involved / Harvest of the Month' and 'Food Source Map'. The main content area is titled 'Where to Find Local Food' and includes the text 'Use our searchable database to find farmers and food producers interested in supplying your institution.' Below this text are two green buttons: 'View Local Producer List' and 'List Your Business Here'. At the bottom, there is a map of Massachusetts with green leaf icons indicating local food sources. A dropdown menu is open over the map, showing a filter for 'Harvest of the Month' or Specialty, with 'All' selected. The dropdown menu lists specialties: Food Hub, Vegetable, Fruit/Orchard, Dairy, Meat, Poultry, Eggs, and Seafood.

Technical Support Available to Schools

- Guidance on strategically allocating your funds
- Direct connections to interested farms and food hubs
- Support developing solicitations including 3-quotes or RFP
- Support for collective purchasing agreements
- Other help as requested!



Sample Request for Quotes Sample

Use DESE's Request for Quotes Sample:

- Sample developed to help you easily request 3 quotes.
- Text in yellow is ready to be edited to your specifications.
- Use with vendors you're looking to spend \$10,000-\$100,000 with.

Note: a full RFP or IFB process is required by Chapter 30B Procurement Regulations for any vendors you anticipate spending more than \$100,000 within SY 23/24.

SAMPLE Produce

REQUEST FOR QUOTES

The **ADD SCHOOL DISTRICT NAME** (hereinafter "District") invites quotes from vendors that can provide the following items listed in Appendix B: RFQ Quote Form. We are requesting firm fixed pricing from **September 1, 2022**, through **December 30, 2022**.

District information:

PROVIDE GENERAL DISTRICT INFORMATION

New England Foods For Schools: We are participating in a grant that provides funding for unprocessed or minimally processed products (e.g., whole, cut, pureed, etc.) and/or forms (e.g., fresh, frozen, canned, dried, etc.) with a preference that items are raised, produced, aggregated, stored, processed, and distributed within 400 miles.

****All quotes/submissions are due to **ADD NAME** via email at **ADD EMAIL** by **ADD DATE** at 5pm**

Please contact **ADD NAME** at **ADD EMAIL** with any questions by **3:00 pm on August 12, 2022**.

PROGRAM PRINCIPLES

This solicitation is in keeping with the District's school food program principles, which are as follows:

- Access to nutritious, safe, healthy, and delicious food is paramount for the success of students.
- The work of area farmers is valued, and it is important to connect our school food program to local farms and agriculture.
- Providing health and nutrition educational opportunities for students is part of the overall educational experience.
- Supporting local and regional producers benefits everyone.

PRODUCT SPECIFICATIONS and ESTIMATED QUANTITIES

Sample Request for Quotes Sample

Why you should use DESE's Request for Quotes Sample:

- The Sample was developed to help School Food Authorities comply with Chapter 30B Procurement Regulations. (Most of the work has been done for you!)
- By doing the 3 quote process, you do not need to be concerned about reaching a \$10,000 cap (as with micro-purchases).
- The RFQ demonstrates the demand to small and local businesses that have not previously considered schools as a market.
- Product availability, delivery schedules, etc. can be specific considerations written into your Request for Quotes to identify the best vendor.

Join us at the Healthy Kids, Healthy Programs Summit on May 24th to specifically talk about the Request for Quotes Sample!

Come to the **Local Producer Show at Healthy Kids, Healthy Programs May 23rd.**




- Develop a plan for using the funds, considering your other entitlement funds that have already been allocated
- Contact any existing local food vendors to inform them of your interest to source eligible foods through them
- Tell MFTS what kinds of support you are looking for to maximize this funding!
- Reimbursement Training Sessions: August 23, September 13 & September 20



Register for How to Request Reimbursement Training

Same training, three dates to choose from!



August 23rd	https://us02web.zoom.us/join/register/WN_EN9Ra6cnQ72fGAUrhvjepw	
September 13th	https://us02web.zoom.us/join/register/WN_JxeoSEIqSH6yFTIa9f9VBg	
September 20th	https://us02web.zoom.us/join/register/WN_8vzekTUISJmbkXa_P9xL7A	

Resources Through MFTS



- Farm to School Resources:
www.massfarmtoschool.org
- Local Food Map:
massfarmtoschool.org/food-source-map
- Harvest of the Month:
Recipes, lessons for educators, marketing materials, and more!
www.massfarmtoschool.org/get-involved/harvest-of-the-month
- Sign up for our newsletter:
www.massfarmtoschool.org/newsletter

Questions:

NFS@massfarmtoschool.org

Complete our survey:

<https://forms.gle/nqtBeoy8w8ZPKUZz6>

