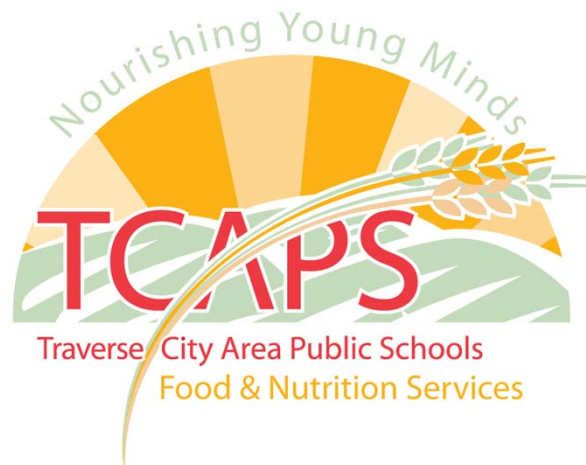




# Northern Michigan Small Farm Conference

*Farm to School:*

*A Great Opportunity in Your Community*





# Farm to School

Schools purchase goods in a variety of ways:

1. Everything purchased must be bid
2. Large or formal bid if over \$100,000 by category
3. School district can set even lower threshold that must be followed



# Farm to School

- According to National School Lunch Program federal regulations, Schools must competitively bid all purchases – large and small.
- Since Traverse City's Farm to School project is under the \$100,000 limit, an informal **request for quotation** is sent out to local vendors during the summer.



# Request For Quotation (RFQ)

- Includes cover sheet explaining the project
- May include a short questionnaire for the Vendor to answer
- Includes specifications important to the School District and asks for pricing and packaging information
- Includes list of locations/delivery points
- Often times becomes a contract or agreement

# Sample Request for Quotation

Product	Variety	Quality	Condition/Description	Count	Package	Price*	Minimum Delivery**
Apples	Gala/Royal Gala	US Fancy or US No. 1	Ripe, firm, crisp, smooth skin free of blemishes, bruises & scars. Color typical of variety. Washed.				
Apples	Honey Crisp	US Fancy or US No. 1	Ripe, firm, crisp, smooth skin free of blemishes, bruises & scars. Color typical of variety. Washed.				
Apples	Ginger Gold	US Fancy or US No. 1	Ripe, firm, crisp, smooth skin free of blemishes, bruises & scars. Color typical of variety. Washed.				
Asparagus	Spears	US No. 1	Spears to be bright green, free from woody stalks and discoloration. Straight stalks free from decay and wilt. Washed.				
Cherries, tart frozen	Montmorency or Balaton	US No. 1	Ripe, firm, juicy, smooth skin. Color typical of variety. Free of pits and/or processing debris.				
Cherries, sweet frozen	Any Variety	US No. 1	Ripe, firm, juicy, smooth skin. Color typical of variety. Free of pits and/or processing debris.				
Lettuce	Leaf/ Romaine mix	US No. 1	Fresh cut, washed, 1/2" to 1" pieces, preservative free, packaged in a gas permeable package, expiration date printed. Free from decay and wilt.				
Lettuce	Leaf/ Romaine mix	US No. 1	Fresh cut, washed, 1" to 2" pieces, preservative free, packaged in a gas permeable package, expiration date printed. Free from decay and wilt.				

\*Case price must be the price delivered to each location. (School) will not accept at one central location or pick up at Vendor's location.

\*\*Minimum delivery per site.



# Farm to School

- Responses are gathered and evaluated by School Food Service Director
- Often times School may hold a pre-bid or post-bid meeting
- Post-bid meeting solidifies agreement between School and Vendor



# Why Farm to School?

## **More than just the school lunch program**

1. Local items can be featured in breakfast, lunch, snack and a la carte items sold in school
2. Local items can be featured in school stores, school events and in vending machines



## Why Farm to School?

3. Local items can be highlighted during fundraisers or special events
4. Local farms can be used as field trip locations
5. Farmers can teach children about growing, harvesting and processing



## Why Farm to School?

- Buying local encourages students to try fresh products, increases nutritive value of foods eaten at school and heightens student's awareness of Michigan Agriculture
- Encourages school gardening programs
- Farmers have access to a new market through schools, and possible increased customer base outside the schools



# Bringing Schools and Farms Together

- How does a school get started?
- Helpful organizations:
  - Michigan Land Use Institute
  - Michigan State University Extension
  - Michigan Department of Agriculture
  - Commodity Groups such as the Michigan Apple Committee, Cherry Marketing Institute



# Potential Barriers

- Distribution from Farm to School
- Price
- Payment Methods from School Districts
- Quantity
- Climate
- Time
- Food Safety-GAP



# Potential Solutions

- Form partnerships with local school Food Service Directors, Administrators, School Board Members and Parent Teacher Organizations
- Volunteer at schools
- Market your product within the community
- Investigate different ways your product could be shipped to a local school building

# Farm to School

- Questions?

- Contact: Kristen Misiak

Traverse City Area Public Schools  
Food and Nutrition Services

[misiakkr@tcaps.net](mailto:misiakkr@tcaps.net)

231-933-1911

[www.tcaps.net](http://www.tcaps.net)

