

# Farm to School: Buying Local Foods

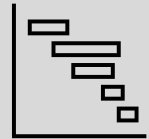


Whether you use a cycle menu or a seasonal menu for lunch, breakfast or snack, bring them along. Your menus will help you in timeline discussions, offer additional product or menu possibilities, and help you explain the Child Nutrition Programs to a new audience. This meeting is market research.

## Menus

## Production Records & Recipes

Information about how many servings of each item you needed in the past and how much food is required to make each recipe are vital to identifying how much food you will be seeking. Information about what size of product is used in a recipe will help you compare what this producer offers to other producers. Those are your specifications.



## Food Buying Guide (FBG)

Whether this producer sells produce, meats, grains or dairy, the FBG can inform you on amounts you need to purchase. Finding a common language around terms like pounds, pallets, bushels and hanging weight will be the result of your first meeting. You'll be ready to talk prices.



## Your school specific receiving needs:

Procurement templates and processes.  
Days and times you can and cannot receive deliveries.  
Staff, vehicles and space used in receiving.  
School address, direct phone numbers and door/entrance and security requirements.

