



## SELLING TO SCHOOL DISTRICTS: THE BASICS



### Basic Food Safety Requirements:

1. Documented Food Safety plan (GAP certification or equivalent, if applicable)
2. Proof of Liability
3. Current Water Test Results

**Question:** Does my farm/food hub/processing operation need to already be GAPs (Good Agricultural Practices) certified to sell to schools?

**Answer:** GAPs certification is the primary food safety standard that our school districts request to ensure their due diligence for food safety. With that said, local food providers only need to demonstrate that they are pursuing that equivalent standard of food safety to be eligible to sell to school districts.

### Product Examples:

Our school districts have featured the following local products on their NY Thursday Menus, which are entirely or almost entirely local menus served on the second Thursday of each month. Some products have potential for lunch service on a more consistent basis throughout the month. Future products are not limited to the following items:

*Corn, potatoes, beef patties, romaine lettuce, kale, pears, ground chicken, butternut squash cubes, diced peppers, diced carrots, diced onions, cherry tomatoes, cucumbers, shredded carrots, diced chicken, chicken drumsticks & legs, apples, broccoli & cauliflower florets, sweet potatoes, frozen peas, coleslaw mix, chopped beets, chopped carrots, cheddar cheese, strawberries, ground beef, apple sauce, frozen blueberries, chopped parsnips, apple slice, carrot coins, frozen corn, marinara sauce*

### Procurement Bid: Geographic Preference Information:

All local procurement is coordinated through bi-annual “bids,” in which local food providers bid on products requested by school districts. Geographic Preference is a credit system designed to help local providers by awarding the bidder with the highest “geographic preference percentage” a 10% credit on the bid price for a given product. Geographic preference is based on price, location, food safety, and distribution capabilities. Bids take place at the beginning of each spring and fall.

#### EXAMPLE:

Bid Source	Bidder #1	Bidder #2	Bidder #3
Price	\$10.25	\$11.00	\$10.50
Geo Preference % Points	60%	90%	50%
Price w/ Geo Preference Credit (10%)	\$10.25	\$9.90	\$10.50

*\* In this example, Bidder 2 would win the award*

**Food and Health Network of South Central NY**

Contact: Jessica Barbini

Email: [jbarbini@rhnscny.org](mailto:jbarbini@rhnscny.org)