WELCOME!

January 30, 2020
Farmer and Supplier Webinar

Presented By:
Hawai‘i DOE School Food Services Branch
Hawai‘i Farm to School Hui & Partners
Statewide Network, Founded in 2010
➢ 5 Island Networks, Community Orgs, State Agencies

Mission: Strengthen Hawaii’s Farm to School Movement
➢ Capacity Building, Resources, Professional Development, Policy

Projects:
➢ Garden to Cafeteria
➢ Farm to ECE
➢ P-20 Agriculture Education/Hawai‘i Food Systems Initiative
➢ Peace Gardens
➢ Rat Lungworm Disease Prevention Through Education
➢ School Food Systems/Farm to State

Lydi Bernal, Coordinator, lydi@hiphi.org
www.farmtoschoolhui.org
Today’s Webinar Will Cover:

➢ Hawai‘i DOE ‘Aina Pono Program
➢ What Products are Needed
➢ Options for Producers
➢ Necessary Items for Farms Selling Directly to the DOE
➢ The Contracting Process
➢ Real Farmer/Aggregator/Distributor Experiences
➢ Q&A
If you have questions during the webinar please use the “Question and Answer” feature.

1. Click Q&A to open the Q&A window.
2. Type your question into the Q&A box. Click **Send**.

You asked:
What happens when I raise my hand?
Today’s Speakers

➢ Dexter Kishida - HIDOE SFSB
dexter.kishida@k12.hi.us
➢ Joell Edwards - Mālama Kauaʻi
farmtoschool@malamakauai.org
➢ Sunshine Roberts - HIP Agriculture/Kohala Food Hub
sunshine@hipagriculture.org
➢ Dana Shapiro - Hawaiʻi ʻUlu Cooperative
info@eatbreadfruit.com
➢ Harmonee Williams - Sustainable Molokai
harmonee@sustainablemolokai.org
School Food Services Branch’s Mission

To feed our keiki with healthy, nutritious, fresh food so they can achieve academic success
‘Aina Pono Program Goals

1. Systematically increase HIDOE’s purchasing of local food for school breakfast, lunch and snack programs. **Target:** 40% local food (grown and/or raised within the State of Hawai‘i).

2. Increase **student participation** in child nutrition programs (increase the number of students that eat school meals). **Target:** participation increases by 5%.

3. Increase **student consumption of healthy foods** in school meals. **Targets:** Processed food shall not exceed 40%; food waste declines by 10%.

4. The program will be **cost-neutral** over time (implementation costs will be covered by cost-savings generated by decreased waste and increased efficiencies). **Target:** Overproduction shall not exceed 5%.

5. **Systems Modernization:** Replace financial management system. **Target:** Procure Point of Service system, with all financial modules including Free and Reduced Application Processing, Inventory, Menu Planning, Nutrient Analysis, Parent facing portals for online applications, and online payments.
What Products Are Needed

➢ Order Types and Size Examples
➢ Harvest of the Month
➢ Ongoing Unfulfilled Needs
### National School Lunch Program (NSLP) and School Breakfast Program (SBP)

#### VEGETABLE SUBGROUPS

<table>
<thead>
<tr>
<th>Dark Green</th>
<th>Red/Orange</th>
<th>Beans and Peas (Legumes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fresh, frozen, and canned</td>
<td>Fresh, frozen, and canned</td>
<td>Fresh, frozen or canned from dry</td>
</tr>
<tr>
<td>Broccoli</td>
<td>Peppers</td>
<td>Black beans</td>
</tr>
<tr>
<td>Kale</td>
<td>Carrots</td>
<td>Lima beans</td>
</tr>
<tr>
<td>Cabbage</td>
<td>Green beans</td>
<td>Pinto beans</td>
</tr>
<tr>
<td>Spinach</td>
<td>Winter squash</td>
<td>Navy beans</td>
</tr>
<tr>
<td>Water spinach</td>
<td>Summer squash</td>
<td>Cranberry beans</td>
</tr>
<tr>
<td>Collard greens</td>
<td>Castor beans</td>
<td>Red kidney beans</td>
</tr>
<tr>
<td>Swiss chard</td>
<td>Chick peas</td>
<td>Black-eyed peas</td>
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</tbody>
</table>

#### Starchy

<table>
<thead>
<tr>
<th>Fresh, frozen, and canned</th>
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<tbody>
<tr>
<td>Root vegetables</td>
</tr>
<tr>
<td>Starchy vegetables</td>
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</table>

#### Other

<table>
<thead>
<tr>
<th>Fresh, frozen and canned</th>
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</thead>
<tbody>
<tr>
<td>Fruits</td>
</tr>
<tr>
<td>Legumes</td>
</tr>
<tr>
<td>Seeds</td>
</tr>
<tr>
<td>Nuts</td>
</tr>
<tr>
<td>Dairy</td>
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<tr>
<td>Eggs</td>
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</tbody>
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All vegetables are counted based on volume except for dark green vegetables. Starchy vegetables are counted based on the volume in 1/2 cup of cooked vegetable. For more information, visit the USDA’s School Meal Program Web site at [www.usda.gov/school-meals](http://www.usda.gov/school-meals).
Options for Producers

1) **Sales to Aggregator or Distributor**
   
   See “**HIDOE SFSB Current Produce Vendors**” list

2) **Bid and Sell Directly to the DOE**

   See “**HIDOE SFSB Vendor Requirements**”

**www.farmtoschoolhui.org**, Resources section, ‘Aina Pono tab
Necessary Items for Farms Selling Directly to the DOE
➢ $2 Million General Liability Insurance
➢ $1 Million Automobile Insurance (delivery on DOE campuses)
➢ Shall be able to deliver to school sites between 6:00am and 2:00pm
➢ Shall practice Good Agricultural Practices
➢ Shall allow DOE SFSB to conduct site visits
➢ Shall work with Cafeteria Managers on pack sizes and delivery schedules
➢ Shall be registered in compliant status in Hawaii Compliance Express [https://vendors.ehawaii.gov/hce](https://vendors.ehawaii.gov/hce)
➢ Be OK with Net30 Billing
➢ Allow a farm visit or farmer to school visit (optional)
The Contracting Process
Solicitations and School Food Services

- Governed by Federal AND State Procurement Rules
- Informal Procurement < $25,000
- Formal Procurement > $25,000
Solicitations and the DOE

Formal Procurement

Information for Bidding

Price based solicitation, no other factors considered
Solicitations and the DOE

Formal Procurement

Request for Proposals

Price is the highest weighted item, BUT other factors are considered
Link to Procurement Site

https://hands.ehawaii.gov/hands/
Link to Procurement Site

https://hiepro.ehawaii.gov
Link to Procurement Site

https://vendors.ehawaii.gov
Farmer/Aggregator/Distributor Experiences
Kohala Food Hub

Launched August 2019
By HIP Agriculture Team

Meg ‘Sunshine’ Roberts,
Manager & Farm to School Coordinator

Mission: Kohala Farm to School Facilitation and Farmer Support Services
Community Revenue Increase to 51.5%

- HIP Ag: 48.6%
- Other Farms: 51.5%

F2S Growers Increase 80%

- Spring '19: 3
- Fall '19: 15

Community Pounds Aggregated Increase to 55%

- HIP Ag: 45.3%
- Other Farms: 54.7%

Community Revenue Increase 90%

- Spring '19: $346.40
- Fall '19: $3,457.00
Hawai‘i ‘Ulu Co-op

Established August 2016
By 9 farmer members

Dana Shapiro,
General Manager

Mission: To revitalize ‘ulu as a viable crop and dietary staple for Hawai‘i
Over 800% membership growth to 85 farmers today

Volumes have increased exponentially and are on a trajectory to continue

For us, **high volume** sales are crucial and institutions are a target market
Lessons Learned

- There are many challenges to working with school purchasing (nutritional requirements, contracts, education)
- Importance of resilience through diversification in crops and customer base
- It is critical to align institutional demand with supply and infrastructure
  - Procurement requires large volumes
  - Farmers coming together enables sufficient supply and capacity-building
  - Infrastructure must support economies of scale in production (incl. min processing) and storage
Executive Director - Harmonee Williams

Non-profit organization - Mobile Market, Food Hub, Farm to School Island Lead, FFVP Vendor
The Fresh Fruit and Vegetable Program (FFVP) is a federally assisted program providing free fresh fruits and vegetables to children at eligible elementary schools during the school day.

The goal of the FFVP is to introduce children to fresh fruits and vegetables, to include new and different varieties, and to increase overall acceptance and consumption of fresh, unprocessed produce among children.

The FFVP also encourages healthier school environments by promoting nutrition education.
### Sust‘āina ble Molokai - Vendor for Molokai FFVP Timeline

**2014-15** - Super easy app process, Caf processed, 1 school, 55 students.

**2015-16** - Super easy app process, SM processed at Caf, 1 school, 325 students.

**2016-17** - Little bit tougher app process, SM processed at Caf, 1 school, 50 students.

**2017-18** - Little bit tougher app process, SM processed at MCHC, 2 schools, 125 students.

**2018-19** - Little bit tougher app process, SM processed at MCHC, 2 schools, 125 students.

**2019-20** - **Much tougher app process**, SM will process at MCHC, 2 schools, 125 students.

*SM only won “processed” bid, Not sure what will happen with “raw” bid...*

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"**Documentation**

Offeror shall provide all necessary documentation to substantiate compliance with this requirement.

The Offeror shall submit the following documents with the offer:

a. Copy of Current State of Hawaii Department of Health Food Safety Inspection;

b. Copy of Current State of Hawaii Food Establishment Permit;

c. Copy of the most recent (no later than within two (2) years prior to date of offer submission) Accredited Third Party Certification review;

d. Copy of the most recent (no later than within two (2) years prior to date of offer submission) Food Safety Management Systems review;

e. Copy of current Department of Health “Green” Placard (“Red” and “Yellow” Placards are unacceptable;

f. Copy of operating Hazard Analysis Critical Control Point (HACCP) plan; and

g. Proof of Pest Control Program in place."

Four Main Aspects - Process, Challenges, and Tips

1. School Application
2. Vendor Application
3. FFVP Processing (Raw vs. Processed)
4. FFVP Delivery
<table>
<thead>
<tr>
<th>Process/Key Partners</th>
<th>Challenges</th>
<th>Tips</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. School Application</strong></td>
<td>- Getting Principals to sign-up</td>
<td>- Talk to Principal, Caf Manager, Teachers</td>
</tr>
<tr>
<td>- Get list of eligible schools from DOE (must be 50%+ free &amp; reduced)</td>
<td>- Getting Caf staff &amp; teachers on-board</td>
<td>- Start early</td>
</tr>
<tr>
<td>- Get Principals to apply</td>
<td></td>
<td>- Follow-up</td>
</tr>
<tr>
<td><strong>2. Vendor Application</strong></td>
<td>- Keeps changing year to year</td>
<td>- Be persistent</td>
</tr>
<tr>
<td>- HIePRO Vendor Registration Requirements this year:</td>
<td></td>
<td>- Deal with paperwork</td>
</tr>
<tr>
<td>-- State HCE CVC, Insurance, BID</td>
<td></td>
<td>- Keep following up with DOE</td>
</tr>
<tr>
<td>-- Items A-G as shown on earlier slide</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>3. FFVP Processing</strong></td>
<td>- Finding a certified kitchen to process in</td>
<td>- Easiest scenario - school processes</td>
</tr>
<tr>
<td>- Figure out if school Caf wants to process or not</td>
<td>- Finding dedicated, food safety certified workers to process</td>
<td>- Get interns or hire staff</td>
</tr>
<tr>
<td>- If NOT, then figure out how/where to process and WHO will process</td>
<td></td>
<td>- Get everyone Food Safety certified</td>
</tr>
<tr>
<td><strong>4. FFVP Delivery</strong></td>
<td>- Getting teachers on-board with letting you come into classroom</td>
<td>- Meet with teachers EARLY. Discuss program, goals, benefits, schedule, options.</td>
</tr>
<tr>
<td>- Depends on school staff and your capacity.</td>
<td>- Other option - recess</td>
<td></td>
</tr>
<tr>
<td>- Ideal - deliver to classrooms directly, with nutrition education.</td>
<td></td>
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</table>
FFVP Hoops - It’s worth jumping through!!!
And hopefully it’ll get easier :)

[Image of children in a classroom, some holding food items]
Q&A
MAHALO!

www.ainapono.org
www.farmtoschoolhui.org

Resources section
ʻAina Pono tab

Sign up for email updates!