

Appendix B4. Study Overview Webinar

Study Overview Webinar

School Food Purchase Study IV School Year 2021-22

OMB Control NO: 0584-0471

Expiration date: ##/##/20##



Study Overview Webinar



- Note that this webinar is being recorded and will be posted on the study website.

The U.S. Department of Agriculture is conducting this study to obtain updated national estimates of food acquisitions and a description and analysis of food purchase practices of school districts participating in the Federally supported school meal programs. The estimates will provide information on the type, volume and source of foods acquired, the relative importance of USDA Foods, and changes in food composition and cost over time. Participation in this study by individuals is voluntary and the information collected will be used to understand school meal program trends and practices associated with food buying efficiency. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0471. The time required to provide this information collection is estimated to average 1 hour per response, including the time to review instructions, search existing data resources, gather and maintain the data needed, and complete and review the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Service, Office of Policy Support, 1320 Braddock Place, Alexandria, VA 22314 ATTN: PRA (0584-0471).

Purpose of Today's Wel



- Welcome and study overview from USDA, FNS
- Provide an overview of study activities for SFAs.
- Review Research Objectives.
- Provide details on the first study activity, the Survey of Food Purchase Practices, and help prepare you to complete it when requested.
- Preview what will be required for food purchase data.
- Discuss resources available to support SFAs during the study.

Agenda



- Welcome and Overview
- Study Design
- Technical Assistance Center (TAC)
 - Introduction to the TAC team
 - Contact Information
- Upcoming data collection activity
 - Survey of Food Purchase Practices

Welcome message from USDA FNS



School Food Purchase Study IV



- USDA conducts the study every 10 years or so, to generate national estimates of food acquisitions and understand purchase practices of SFAs.
- Focus on public school food authorities (no charter or private schools).
- The third study examined school food purchases for SY 2009-2010.
- Findings provide insights into changes in food purchases and purchase practices over time.
- Findings help SFAs maximize available resources and improve food service operations.
- Anticipate the most change in purchase practices between SFPS III and SFPS IV, driven by HHFKA.

School Food Purchase Study

IV



- Approved by U.S. Office of Management and Budget (OMB) and Westat Institutional Review Board
- HHFKA requires SFAs to participate in federal studies
- All study findings will be aggregated and you or your SFA will not be identifiable
- All information you provide will be stored securely and available only to the study team
- Your responses will not be used for an audit or review, but rather to answer the main research objectives seen in Part One of this webinar
- SFAs completing all study activities will receive \$300. May use towards a professional development or similar training activity.

Research Objectives



1. Describe current school food purchase practices.
2. Develop national estimates of the types, amounts, and costs of food.
3. Describe changes in the types, amount, and costs of foods since SFPS III
4. Understand similarities and differences in the mix of foods acquired by SFAs of differing characteristics (such as urbancity, size, use of FSMCs, etc.).
5. Identify the types of nonprogram foods purchased and their availability to students.

Data Collection



- Nationally representative sample of 630 public SFAs
- SFAs will participate in three main data collection activities:
 1. Survey of Food Purchase Practices (online)
 2. Detailed food purchase records for one specified quarter (three months)
 3. Quarterly revenue and meal information for the specified quarter (online)

Survey of Food Purchase Practices



- District characteristics
- Direct delivered and further processed USDA Foods
- Procurement practices and procedures
- Receipt of direct delivery and further processed USDA Foods
- Vendors supplying foods to your district
- Practices to comply with Buy American provisions

Getting Ready to Complete the Survey of Food Purchase Practices



- Let us know if we should send the survey link to someone else in your district
- Review the instructions in the email and/or the survey cover and gather all relevant materials before launching the survey
 - **District characteristics**
 - **Direct Delivered and Processed USDA Foods**
 - **Procurement Practices and Procedures**
 - **Vendors Supplying Foods to the District**

Launching the Survey of Food Purchase Practices



- To log into the survey, use the unique PIN assigned to your district
- You may share the PIN with someone who is able to complete one or more sections of the survey
- Follow the instructions to navigate through the survey
- Use hyperlinks to see the definition or instructions
- Click Save and Continue at the end of each screen to save your responses
- Stop and resume functionality allows you to complete the survey over multiple sessions
- Use the same link and PIN to resume and complete the survey
- Complete and submit the survey by ##/##/2021.

Food Purchase Data



- All food purchases in one quarter of the school year:
 - Commercially purchased foods
 - Direct delivery USDA Foods
 - Processed products containing USDA Foods
- To the extent possible, submit Excel or other editable workbooks/data
- Due date: 4 weeks following the end of the quarter
- Quarterly Food Purchase Data Webinar

Technical Assistance Co



Email: PurchaseStudy@Westat.com

Technical Assistance Center hotline: 800-###-#### from 9 to 4 pm

Website: PurchaseStudy.com



Purchase Study Website



Welcome to the School Food Purchase Study Portal

USDA's Food and Nutrition Service (FNS) has contracted with Westat and its Partner, Agralytica to conduct the fourth School Food Purchase Study. Westat is an employee owned company, headquartered in Rockville, Maryland. Westat is committed to providing technical assistance to SFAs taking part in this study.



Data Collection

Study Overview
Data Collection Plan

Resources and Upcoming events

Restricted Access in the study

Use your unique PIN to access your survey or upload data



Next Steps



- Complete the Survey of Food Purchase Practices
 - Email with link and PIN will be sent soon
 - About 90 minutes to complete survey
 - Due in 4 weeks
- Attend the quarterly webinar on Food Purchase Data
 - Once each quarter – attend the webinar for your district's assigned quarter
 - Download the slide deck and webinar recording from the study website
 - Submit all data within 4 weeks after end of quarter

School Food Purchase Stud

QUESTIONS?



Thank You!

Thank you for your participation in this very important study. We could not do this without you.

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