

Welcome to the School Food Purchase Study (SFPS IV)



Study Participants

Enter PIN to access study activities

The PIN is included in your invitation email. If you are unable to find the PIN, please contact us.

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About

USDA, FNS Message about the Study



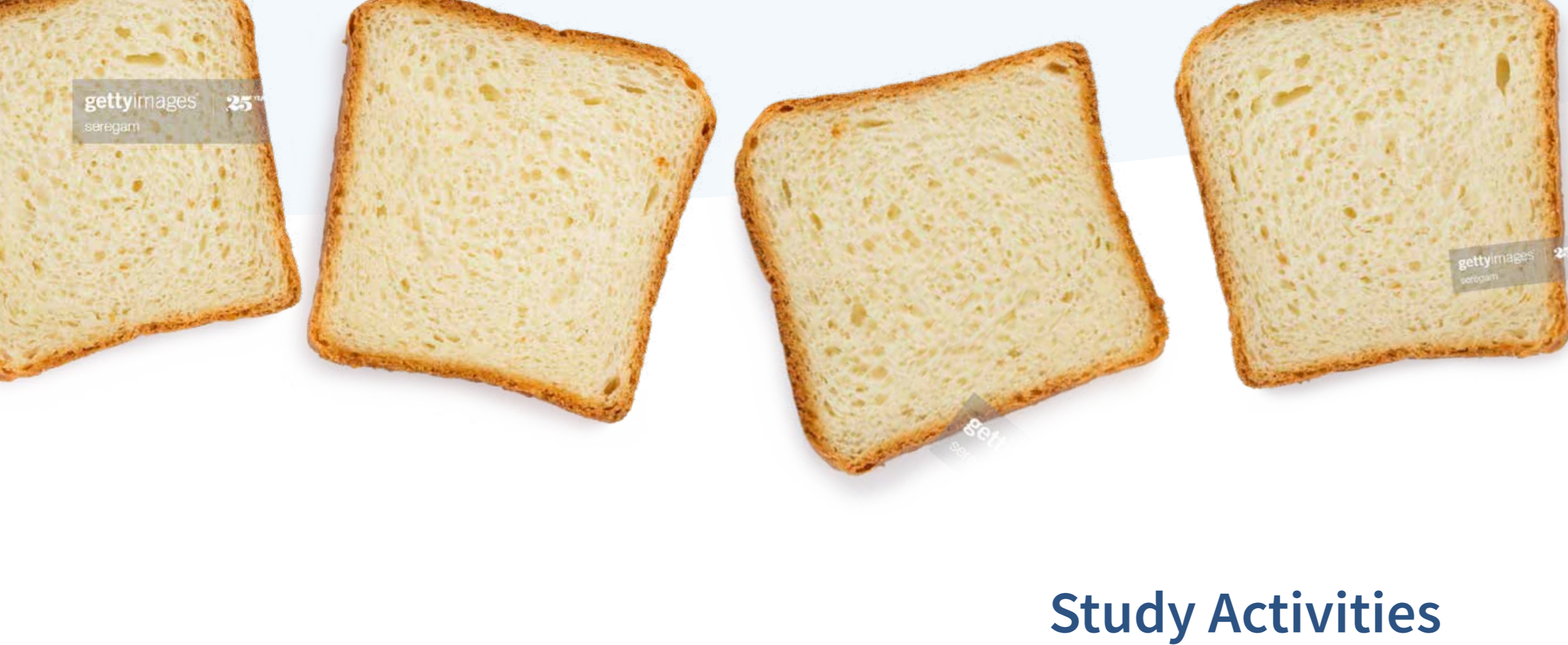
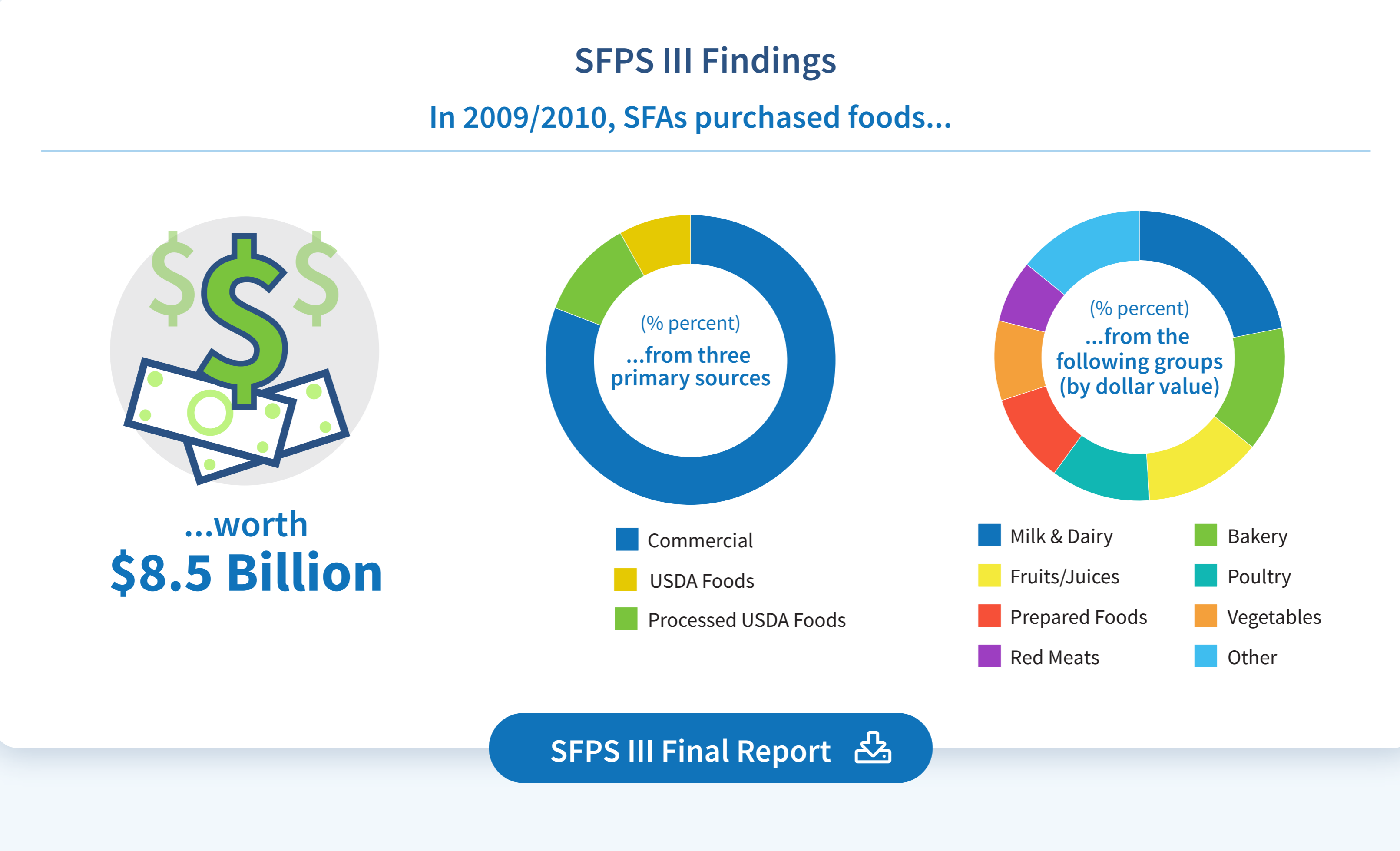
About the Study

The U.S. Department of Agriculture, Food and Nutrition Service conducts the School Food Purchase Study of SFAs every ten years or so. Selected SFAs provide information on their procurement practices and submit food purchase data for one selected quarter (three months).

In the decade since the prior study (SFPS III), the school nutrition environment has undergone considerable changes including updated nutrition standards for school meals and standards for competitive foods. These changes have affected the purchasing practices of SFAs in terms of the types, volume, and cost of foods.

Findings from the study will provide information on purchasing practices that promote efficiencies. This information may be especially useful to SFAs, food vendors and food service management companies as they strive to continually improve school meals.

A nationally representative sample of 630 SFAs will be invited to take part in the study. After completing all data collection activities, SFAs will receive \$300. SFAs are encouraged to use it towards attendance at a conference or other professional development opportunity.



Study Activities

Selected SFAs will...

- 1. Attend a study overview webinar and a food purchase data submission webinar.**
- 2. Complete the web-based Survey of Food Purchase Practices. Survey | Q program data**
- 3. Submit detailed food purchase records for one quarter. SFAs may upload velocity reports, vendor invoices, or vendor summaries. Example report**
- 4. Once consolidated by Westat, review the purchase summaries and flag foods used in reimbursable meals and a la carte.**
- 5. Complete the short web-based Quarterly Program Data Survey.**



FAQs

- What is the School Food Purchase Study (SFPS)?**

The School Food Purchase Study IV (SFPS-IV) is the fourth in a series of U.S. Department of Agriculture, Food and Nutrition Service (USDA, FNS) studies on food purchases made for the National School Lunch Program (NSLP) and School Breakfast Program (SBP), known collectively as the school meal programs. Prior food purchase studies were conducted in School Year (SY) 1984-1985, SY 1996-1997 and SY 2009-2010.
- What is the purpose of the School Food Purchase Study IV?**

USDA is conducting this study to obtain updated national estimates of food acquisitions and a description and analysis of food purchase practices of SFAs in the school meal programs. The estimates will provide information on the type, volume and source of foods acquired (USDA Foods and commercial products), the relative importance of USDA Foods, and changes in food acquisitions and costs over time.

The results will provide current information about how Federally sponsored school meal programs are operating since the last study more than 10 years ago. Information about food buying efficiencies will be useful for SFAs as they strive to maximize available resources and improve food service operations. Food purchase data may also be used to help determine future USDA Foods offerings.

The study will supplement data provided by SFAs with those gathered from State Directors (State Distributing Agencies). Additional information about this study is available at www.PurchaseStudy.com
- Who is invited to participate in the School Food Purchase Study IV?**

About 600 SFAs were selected randomly from a list of all public SFAs that participate in the school meal programs. Your SFA is part of a nationally representative sample. By taking part in this study, you represent many SFAs like yours across the country. Your experiences are extremely valuable to USDA, FNS as it continues to provide USDA Foods and procurement guidance to SFAs.
- Do I have to participate?**

While the participation of individuals in the study is voluntary, the Healthy, Hunger-Free Kids Act of 2010 requires SFAs participating in the school meal programs to cooperate with USDA studies:

"States, State educational agencies, local educational agencies, schools, institutions, facilities, and contractors participating in programs authorized under this Act and the Child Nutrition Act of 1966 (42 U.S.C 1771 et seq.) shall cooperate with officials and contractors acting on behalf of the Secretary, in the conduct of evaluations and studies under those Acts."

We understand that your time is valuable. The data collection activities are carefully designed and were pretested so that the required information can be provided with minimal burden to you and your staff.
- What will I have to do?**

As a study participant, you will be asked to:

 - Participate in a Study Overview Webinar or view the webinar recording available on the study website. This 1-hour webinar will review study activities and how study results are used, prepare you to complete the study survey, and review the various study resources available to support you.
 - Complete an online Survey of Food Purchase Practices at the beginning of the study in SY 2020-2021. The survey will take about 90 minutes to complete. We will provide you with a list of documents you will need to complete the survey, and a PDF copy of the Survey for reference. You can complete the survey in multiple sessions and resume from where you left off.
 - Participate in a Food Purchase Data Webinar or view the webinar recording available on the study website. This 1-hour webinar will provide information on the data elements needed for the food purchase study, provide examples, and include time to address questions from SFAs.
 - Submit details for food purchases made in one quarter along with meal counts and total food expenditure and revenue data for the same quarter. Depending on your recordkeeping systems, this activity will take about 5 hours. You can upload multiple files in a form that is easiest for you.
- Who approved this study?**

This study has been approved by the Office of Management and Budget (OMB), the office that reviews all Federally-sponsored surveys. The OMB approval number for this study is 0584-0471.

The study also has been approved by committees that protect human research subjects at Westat.

The School Nutrition Association (SNA) and the American Commodity Distribution Association (ACDA) provided letters of support for the study.
- How does USDA, FNS protect the privacy of information that is provided?**

USDA, FNS and the study team from Westat and its partner in the study, Agralytica, will use your responses only for statistical and descriptive purposes, including summary tabulations.

Your responses will not be disclosed or used in identifiable form for any other purpose unless otherwise compelled by law. This means that SFA responses will be identifiable to the Westat/Agralytica Study Team; however, your personal information (name, telephone number, etc.) will be kept private and the responses you provide will not be associated with your personal information.
- Will I be paid for my participation?**

We will mail your SFA a check for \$300 after you have completed all study activities. We encourage you to use it towards attendance at a conference or other professional development activities.
- Are there any costs to me to take part in the study?**

No, there are no costs to you to take part in the study.

You will complete the online Survey of Food Purchase Practices and upload the purchase data to the secure study website. You do not have to travel anywhere to take part in the study.
- If I use my computer to participate in this study, will I be at risk of identity theft, viruses or spam?**

No, your online interactions with the study website will take place on a secure website.

Other parties will not be able to access your information or your computer.
- Who do I call if I have questions?**

You may reach the Technical Assistance Center by calling, XXX-XXX-XXXX or emailing PurchaseStudy@westat.com. By phone, the TAC is available weekdays from 9am to 4pm EST and the message line is available 24/7, with responses provided the following business day.

