

# Frequently asked questions about Farm to Preschool practices within the Child Care Food Program

- 1. When purchasing food from a farm stand, farmer's market, Community Supported Agriculture, or directly from a farm, are handwritten receipts acceptable forms of documentation of purchase?**

Yes, they are acceptable as long as the receipt includes the date of purchase, name of vendor/farmer, item cost, amount, and total cost.
- 2. Can food donated from local gardens or farms be used as part of the reimbursable meal?**

Yes, CCFP contractors and facilities must maintain records of the types and quantities of donated foods received from local gardens or farms, which will be assessed as part of their food service records during an administrative review.
- 3. Can a CCFP contractor or day care home provider or sponsored child care center (facility) use funds from the nonprofit food service account to purchase items for gardens such as seeds, fertilizer, watering cans, rakes, etc. to grow food that will be used in the food service?**

Yes, as long as the produce grown in the garden will be used as part of the reimbursable meal and for nutrition education activities. Centers using garden produce in their CCFP reimbursable meals should document the weight and/or volume of the produce.
- 4. Can a CCFP contractor sell food grown in the CCFP garden that was funded using the nonprofit food service account?**

Yes, as long as the revenue from the sale of the food accrues to the nonprofit food service account. Centers or facilities may serve the produce as part of the reimbursable meal or sell the produce to parents, at a roadside stand, etc.
- 5. Can a CCFP contractor or home provider or sponsored center (facility) purchase produce from another institution or facility that is maintaining and managing a garden, such as Future Farmers of America (FFA), which is an agricultural education program for students or from another CCFP institution or facility?**

Yes, a child care center or facility may purchase produce from a garden run by a school organization such as FFA or another CCFP center as long as documentation includes the date of purchase, name of organization, item cost, amount, and total cost.
- 6. How may excess produce from the garden be used?**

Child care centers or facilities should first see if the excess food can be used to benefit another program such as another participating CCFP center or facility or the AMP or HCNP. If that is not possible, the food may be sold or donated in accordance with State and local health/safety regulations. As always, any profits must accrue back to the nonprofit food service account.
- 7. Are there resources for handling produce safely in kitchens?**

Institute of Child Nutrition publication *Best Practices: Handling Fresh Produce in Schools* provides best practices and assessment tools for the safe handling of food in schools which also applies to many child care facilities. <http://www.nfsmi.org/Resourceoverview.aspx?ID=351>

**8. What rules or regulations must farmers meet in order to sell to CCFP contractors or home providers/sponsored centers (facilities)?**

Farmers must meet all Federal, State and local regulations in order to sell their products to participating CCFP contractors and sponsored facilities. Local distributors may have additional requirements, such as third party audits or product liability insurance limits. Farmers and purchasers should check with their local food safety authority to ensure that local and State requirements are met.