



Farm to School

YES

Are you a FSD that is interested in FTS

NO

YES

Do you know a farmer? If not look on the Farm to School Hub to find interested farmers in selling to schools. www.kyfarmtoschool.com

NO

Contact: Tina Garland KDA
tina.garland@ky.gov
 Cell: 502-382-7505
 Register your school on the Farm to School Hub
www.kyfarmtoschool.com

YES

Gather information needed to start writing your product specifications sheet. Know what type procurement you will be using. Micro, Small Purchase Acquisition or Formal. Please contact KDE or KDA for questions and ALWAYS follow your local procurement steps to procure your product from a producer/farmer

Start your FTS conversation with the farmer. If you have more than one farmer interested, set up a face to face meeting, UK Extension is great to help with this.

YES

Find one?

YES

NO

At anytime during the process of talking with producers/farmers and you need Technical Assistance please contact Tina Garland Cell: 502-382-7505 or Email: tina.garland@ky.gov

YES

Contact your local producer/farmer and discuss your needs and interest in certain products.

YES

Request from producer/farmer a copy of their KY Proud Certificate, copy of their PBPT or PSA training certificate, W-9 and Proof of Liability Insurance

YES

Begin your Farm to School ordering and enjoy your fresh local products you procured from a local producer/farmer

YES

Happy Kids!!

NO

No Action Needed

REMEMBER!! If you are not registered KY Proud please go on our website and register. Also you will find the Buy Local Application for local food purchase reimbursement. www.kyagr.com