

FAQ: Locally Grown and Unprocessed Food Item Tracking Log

As required by the Healthy Schools Act (HSA), public and public charter schools shall serve locally grown, locally processed, and unprocessed produce from growers engaged in sustainable agriculture practices whenever possible. To that end, local education Agencies (LEAs) are required to report to OSSE the local foods served as part of the school meal programs using the [Locally Grown and Unprocessed Food Item Tracking Log](#) (Tracking Log) on a quarterly basis. The Tracking Log was updated during the 2017-18 school year and again following the 2018-19 school year to better capture the precise quantities and values of local food being served, thereby streamlining data collection and better informing agency reporting.

We work with a vendor or Food Service Management Company (FSMC). Do we submit the Tracking Log, or should the vendor or FSMC?

While submission of the Tracking Log is the responsibility of the LEA, some vendors and FSMCs agree to submit Tracking Logs on the LEAs behalf. Check with your vendor or FSMC to determine how the information will be collected and who will be submitting the Tracking Log.

This information is already being recorded on my daily production records. Do I still need to submit the Tracking Log to OSSE or can I just scan and submit my production records?

The local foods information must get sent to OSSE using the Tracking Log provided.

Can I track local items other than fruits and vegetables?

Yes! Please track any local food items you use in your school meals including fruits, vegetables, protein sources and grains. For these items to be local, they must comply with the standards listed on the [“Is That Local?”](#) handout.

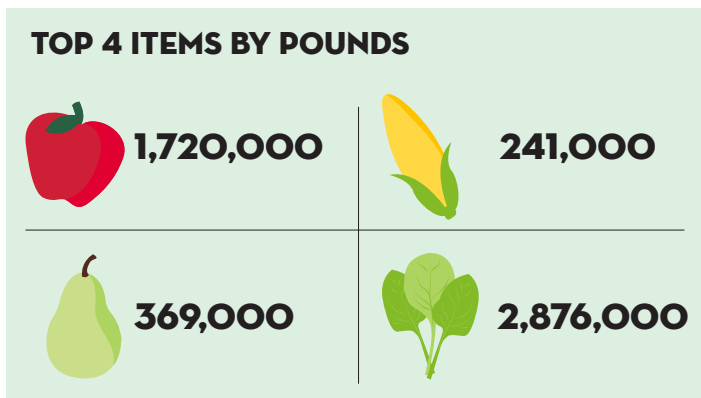
The “Is That Local?” handout says schools must answer “yes” to both questions in order for a food to qualify as local. What if my school is serving whole, fresh produce that is grown locally?

If your school is serving whole, fresh produce, either raw or cooked and prepared on the premises, then question number two does not apply. Menu item examples include whole apples and sliced cucumbers.

How do I know if my beef, poultry and fish are local?

Beef, chicken, turkey, fish and other animal protein sources used in school meals must have been raised in one of the local states in order for them to qualify as local and be listed on the Locally Grown and Unprocessed Food Item Tracking Log. An acceptable example would be a cow raised on a farm in West Virginia and sent to a processing plant in Maryland to be butchered and ground for hamburger patties. An unacceptable example would be a cow raised in Wisconsin and sent to a processing plant in Maryland to be butchered and ground for hamburger patties.

See below for information about local and unprocessed foods served in schools meals during the 2017-2018 school year.



VEGETABLES	FRUITS	OTHER
<ul style="list-style-type: none"> • Green Beans • Sweet Potatoes • Greens • Cucumbers • Tomatoes • Broccoli • Peas 	<ul style="list-style-type: none"> • Peaches • Nectarines • Strawberries • Blueberries • Cantaloupe • Watermelon 	<ul style="list-style-type: none"> • Chicken • Beef • Eggs • Tofu