

Fundamentals of USDA Foods

Instructor Guide

This instructor guide serves as a high-level summary for the class. Detailed instructions and suggestions for teaching course content are located in the speaker notes of each PowerPoint slide.

Training Overview

Length	1 hour
Description	This session guides the participant through the foundational elements of successfully operating the Food Distribution Program within a School Food Authority
Target Audience	Child Nutrition Directors and program administrators Child Nutrition Managers
USDA Key Areas	Nutrition (1000) Operations (2000)
USDA Professional Standards Code	Menu Planning (1100) Purchasing/Procurement (2400) Receiving and Storage (2500)
Learning Objective(s)	Identify the available USDA Entitlement Foods available Understand how USDA Entitlement is calculated and distributed, as well as additional costs associated with running the Food Distribution Program Explain methods to track entitlement dollars and foods Explain how to maximize entitlement dollars

Documents

PowerPoint Presentation	Fundamentals of USDA Foods	PPT
Participant Guide	Participant Guide Fundamentals of USDA Foods	PDF
Instructor Guide	Instructor Guide Fundamentals of USDA Foods	PDF
Course Certificate	USDA Fundamentals Certificate	PDF
Links in the PPT (resources, handbooks, hyperlinks for youtube and forms, etc.)	Slide 27 https://squaremeals.org/Programs/FoodDistributionProgramforNSLP/ContractedWarehouses.aspx Slide number 47 https://squaremeals.org/FandN-Resources/Training/USDA-Foods-Ordering	

Supplies and/or Printing Needs

- Participant Guide (1 per learner)
- USDA Circle Ice Breaker Template

Required Supplies (Participant)

- Pen
- Laptops (*Wi-Fi enabled device for taking QR codes*)

Notes for Instructor

- Participants will need USDA Circle Ice Breaker Template for the Life Cycle of USDA Foods Activity.

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