# SNP Memo #2021-2022-38

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: May 13, 2022

TO: School Nutrition Program Directors, Supervisors, and Contact Persons (Addressed)

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: School Year 2021–2022 Virginia Local Food Data Collection

The purpose of this memorandum is to inform school food authorities (SFAs) and community sponsors of the 2021–2022 Virginia Local Food Tracking Tool and data collection process. The Virginia Department of Education, Office of School Nutrition Programs (VDOE-SNP) is seeking to collect data on all local food purchased between July 1, 2021–June 30, 2022. **Please report this data via the 2021–2022 Virginia Local Food Tracking Tool that is Attachment A to this memo. Completed Tracking Tools should be submitted by August 1, 2022, to Bee Thorp, SNP Farm to School Specialist, via email at** [**Brittany.Thorp@doe.virginia.gov**](mailto:Brittany.Thorp@doe.virginia.gov)**.**

### 2021–2022 Virginia Local Food Tracking Tool

The 2021–2022 Virginia Local Food Tracking Tool (Attachment A) was developed in partnership with Virginia Tech and according to feedback obtained by school and community sponsors following the previous year's data collection process. The Tool was simplified to reduce the burden of reporting and streamlined to focus on necessary data points. This data is collected to:

* **compare** local food procurement data year-to-year;
* **identify** regional gaps in the adoption of farm to school best practices;
* **target** training and technical assistance based on reported data;
* **assist** school and community sponsors in completing the USDA Farm to School Census; and
* **support** the Virginia Roadmap to End Hunger initiative and the Procurement Strategic Objective included in the Virginia Farm to School Strategic Plan.

For SY 2021–2022, SFAs and community sponsors should report local procurement data as it pertains to its own definition of “local” and should also, if available, report local procurement data of food grown and/or raised in Virginia. SFAs and community sponsors should **not** report procurement data on milk purchases or on food obtained from DoD Fresh and the Centralized Local Procurement Pilot Program as the VDOE-SNP obtains this data from other sources.

The VDOE-SNP highly encourages SFAs and community sponsors to report local food data via the 2021–2022 Virginia Local Food Tracking Tool, however data provided in any Excel format will be accepted.

### Training Webinar

To assist SFAs and community sponsors in completing the 2021–2022 Virginia Local Food Tracking Tool, the VDOE-SNP will host a **training webinar on Thursday, May 19, 2022, at 2:00 p.m. Please**[**register in advance for this webinar**](https://doe-virginia-gov.zoom.us/webinar/register/WN_T7tvW221SDGZ3lfcvf_7_g)**.**

### For more information

For more information, please contact Bee Thorp, SNP Farm to School Specialist, via email at [Brittany.Thorp@doe.virginia.gov](mailto:Brittany.Thorp@doe.virginia.gov).

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