

The fresh produce program using your entitlement dollars is a partnership between USDA and the Department of Defense. It employs online cataloging, ordering and receipting under the acronym: FFAVORS (Fresh Fruit and Vegetable Ordering and Receipting System). Each user receives a user ID and a password to access the system, via the eAuthentication level one registration process.

Each state determines the amount of federal entitlement its districts and schools will receive and that information is provided to DoD, then loaded into the system. DoD is in no way involved in fund allocation.

Each time an order is submitted, the invoice amount is subtracted from your annual entitlement/allocation total. Unused funds cannot be forwarded to the next school year. Funds are rebooted each June 30.

It is necessary to select the appropriate date on the ordering screen when placing orders or risk missing a delivery. Contractually with this program, you will receive at least one delivery per week and delivery days will be assigned in accordance with the contractor's pre-established routing. The system requires orders be submitted no later than three full business days prior to delivery day. For example:

for a Monday delivery, orders must be placed no later than the previous Tuesday, leaving Wednesday, Thursday and Friday as the mandatory three full business day lead time. Orders must be submitted on time to alleviate system and delivery complications.

The program utilizes long term contractors and the contracted vendors work under year long agreements with varying amounts of one-year options based on performance. Vendors submit catalogs weekly and include a wide variety of items including pre-cut and processed produce items. The item price listed on the catalog is the final price: nothing is added post transaction. The program is restricted to domestically grown items.

However, in many states the contractor carries a line of non-domestic items, which are available to purchase using your school's own funds (see attachment).

When emailing DoD personnel for information or to report a problem, please include all location info (and a subject line): school, city, state, YOH number, etc. We cover multi-state regions and this saves time in getting back to you.

FFAVORS log-in can be found here:

<http://www.fns.usda.gov/fdd/ffavors.htm>

****IMPORTANT!!** Please follow the below steps to check for your computer/browser compatibility with the system. Internet Explorer is the only browser that fully supports the FFAVORS system. (Mozilla, Firefox, etc., for example, may not always work -- or may never work).

Compatibility Mode:

Open Browser (IE)

Hold the [Alt] key and hit 'T'

Gray window under Tools opens

Click 'Compatibility View Settings'

In the window labeled 'Add this website' enter/ensure you see [usda.gov](http://www.fns.usda.gov)

Click the [Add] button

Click the [Close] button

Log into FFAVORS <http://www.fns.usda.gov/fdd/ffavors.htm>

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