Farm-to-School Sales Planning Worksheet

A planning worksheet for selling farm products to schools. Helps producers learn what buyers need, what the farm can supply and what steps come before the first sale.

Farm / unit: _____ Date: _____ By: _____

School or district contact _____

Products the farm can offer _____

Seasonal availability of each product _____

Packaging and delivery needs _____

Food safety documents to check _____

Insurance and liability review _____

Pricing and ordering process _____

Bid or purchase requirements _____

Follow up and feedback plan _____

NOTES / CALCULATIONS

TIP Ask the school nutrition office about its purchasing rules and food safety requirements before you quote any prices.