# FNS Handbook 501 Exhibit AA

### **SAMPLE COPY OF FORM DA-633E**

# FOOD DISTRIBUTION COMMODITY ACCEPTABILITY PROGRESS (CAP) REPORT FOOD DISTRIBUTION PROGRAM ON INDIAN RESERVATIONS

### [Please Scroll Down Page to Continue]

NOTICE: The OMB control number for the officially approved FORM FNS-663 is 0584-0293. This alternative form may be used by participating State Distributing Agencies and submitted to the appropriate USDA Regional Office by the specified due date.

PURPOSE OF REPORT: The information provided in this report along with nutrition objectives, budgetary factors, and marketing indicators will be used by USDA to:

- Provide commodities that will help program participants meet the Dietary Guidelines for Americans;
- (2) Make purchasing decisions regarding the forms and quantities of commodities to procure for program participants for the applicable fiscal year;
- (3) Improve commodity specifications to ensure that USDA commodities are acceptable to households participating in the Food Distribution Program on Indian Reservations (FDPIR); and
- (4) Identify new products desirable to program participants.

# PLEASE COMPLETE THIS REPORT AND RETURN IT TO YOUR FNS REGIONAL OFFICE BY APRIL 30, 2004

NAVIGATION TIPS FOR COMPLETING THIS SCREEN FILLABLE DOCUMENT!!! You can scroll through this fill-in document by using the mouse and the vertical scroll bar on the right side of your screen. Or you can use the tab key to scroll through this document field-by-field and page-by-page. After scrolling or using the tab key, you can click on the imbedded form field where you want to start typing. For some data fields, you can simply click on the square-shaped check boxes [ \( \tilde{\text{L}} \)] to insert a check mark ["X"] in the check box. You can then use your mouse or tab key to scroll to the next form field or page. When finished, you can save the form with the filled-in data and then email this electronic version of the report to your FNS Regional Office.

| Part I – Indian Tribal Organizations (ITO) Information |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|
| 1.   | State:   | 2. ITO/DA 3-Digit Code:                  | 3. ITO/DA Name:                            |  |  |  |  |  |  |  |  |
| 4A.  | Number of Eligible FDPIR<br>Households Served Per Month: | 4B. Number of FDPIR Households Surveyed: | 4C. Number of Respondent FDPIR Households: |  |  |  |  |  |  |  |  |
|  |  | ES Construe of Chata Officials           | EC Data Signed: (mm/dd/www)                |  |  |  |  |  |  |  |  |
| 5C.  | Name of State Official (Please Print):                   | 5B. Signature of State Official:         | 5C. Date Signed: (mm/dd/yyyy)              |  |  |  |  |  |  |  |  |

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ALTERNATIVE STATE CAP REPORT - FDPIR (DA-663E)

## Part II - Product Acceptance

6. "TOP FIVE" MOST ACCEPTABLE and LEAST ACCEPTABLE PRODUCTS – BY FOOD GROUP – i.e., Meats, Meat Alternates, Fruits, Vegetables, Grains, and Other Products. The USDA donated commodities listed in Items 6A – 6F of this report were available during this reporting period. For each Food Group, please place an "X" in the column labeled "TOP FIVE MOST ACCEPTABLE PRODUCTS" for no more than FIVE products receiving the highest evaluations by FDPIR households. Also, please place an "X" in the column labeled "TOP FIVE LEAST ACCEPTABLE PRODUCTS" for no more than FIVE products that received the lowest ratings by your households. (Note: In Item 8, Part IV of this report, you will be able to provide feedback to us on how to improve any of our USDA products — whether they are identified as either Least Acceptable or Most Acceptable in this part.)

| USDA/FNS<br>CODE | COMMODITY DESCRIPTION                       | PACK SIZE            | TOP FIVE MOST ACCEPTABLE PRODUCTS (Click on Check Box to Insert "X") | TOP FIVE LEAST ACCEPTABLE PRODUCTS (Click on Check Box to Insert "X") |
|------------------|---|----------------------|--|---|
| A609             | Beef Ground 1, Frozen Fine                  | - 40/1 lb packages   |  |   |
| A610             | Beef w/Natural Juices, Canned               | 24/29 oz cans        |  |   |
| A590             | Beef Stew Chunky Canned                     | 24/24 oz cans        |  |   |
| A606             | Bison Ground Frozen 10                      | 4/10 lb packages     |  |   |
| A634             | Bison Ground Frozen 2                       | 20/2 lb packages     |  |   |
| A611             | Bison Stew Meat, Canned                     | 24 oz cans           |  |   |
| A633             | Bison Stew Meat, Canned                     | 20/2 lb packages     |  |   |
| A635             | Buffalo Lean, Ground, Frozen                | 20/2 lb packages     |  |   |
| A562             | Chicken Canned, Boned                       | 24/29 oz cans        |  |   |
| A557             | Chicken Cut-Up 4 lb. Frozen                 | 12/#4 lb packages    |  |   |
| A669             | Ham Water Added 3, Frozen                   | 12/3 lb carton       |  |   |
| A617             | Luncheon Meat Canned Pork                   | 24/30 oz cans        |  |   |
| A803             | Salmon 24                                   | 24/14.75 oz cans     |  |   |
| A743             | Tuna 12 Chunk Light In Water                | 24/12 oz cans        |  |   |
| <del> </del>     |   |                      |  |   |
|                  |   |                      |  |   |
| 6B. MEA          | AT ALTERNATES (Beans, Cheese, Eggs,         | /Egg Products, Peanu | t Products)  |   |
| A062             | Beans Blackeye 300                          | 24/#300 car.s        |  |   |
| A917             | Beans Great Northern 2 Dry                  | 12/2 lb package      |  |   |
| A920             | Beans Light, Red Kidney 2 Dry               | 12/2 ib package      |  |   |
| A912             | Beans Baby Lima 2 Dry                       | 12/2 lb package      |  |   |
| A914             | Beans Pinto 2 Dry                           | 12/2 lb package      |  |   |
| A093             | Beans Refried 300                           | 24/#300 can          |  |   |
| A090             | Beans Vegetable 300                         | 24/#300 cans         |  |   |
| E060             | Cheese 30 Processed Block                   | 6/5 lb loaves        |  |   |
| B119             | Cheese-Blend Amer/Skim Milk Sliced - Yelicw | 6/5 ib loaves        |  |   |
| A570             | Egg Mix 6                                   | 48/6 oz package      |  |   |
| B474             | Peanut Butter Smooth 18                     | 12/18 oz             |  |   |
| B501             | Peanuts Roasted 12                          | 24/12 oz cans        |  |   |
|                  |   |                      |  |   |
|                  |   |                      | <del>                                     </del>                     |   |

#### Commodity Acceptability Progress Report Part II - Product Acceptance 6C. FRUITS/JUICES (Canned, Fresh, Frozen) TOP FIVE TOP FIVE MOST LEAST ACCEPTABLE ACCEPTABLE **USDA/FNS** COMMODITY DESCRIPTION PACK SIZE **PRODUCTS PRODUCTS** CODE (Click on Check Box to Insert "X") (Click on Check Box to Insert "X") 12/46 oz cans A282 Apple Juice 24/#300 cans A351 Applesauce 300 24/#300 cans A353 Apricots Halves 300 A287 Cranberry Sauce 24/#300 cans 12/46 oz cans A279 Cranberry-Apple Juice 24/#300 cans A403 Fruit Cocktail 300 Canned 24/1 lb A260 Fruit-Nut Mix 24 Dried Grape Juice, Cans 12/46 cz cans $\Box$ A285 A284 Grape Juice 46, Cartons 12/46 oz cartons A280 Grapefruit Juice 12/46 oz cans $\Box$ Orange Juice 12/46 oz cans A300 24/#300 cans A411 Peaches Cling 300 24/#300 cans Pears 300 $\Box$ A437 24/#2 cans A446 Pineapple 2 A286 Pineapple Juice 12/46 oz cans 24/1 lb Plums Dried 24 (Prunes) $\Box$ A489 A501 Raisins 24 24/15 oz packages 12/46 oz cans A290 Tomato Juice 6D. VEGETABLES (Canned, Fresh, Frozen) 24/#300 cans A059 Beans Green 300 24/#300 cans A098 Carrots 300 П Corn Kernel 300 24/#300 cans A119 Corn Cream 300 24/#300 cans A122 $\Box$ 24/#300 cans Peas 300 A144 Potatoes Dehydrated 12 Flakes 12/1 package A196 Potatoes Sliced White 24/#300 cans A170 24/#300 cans A164 Pumpkin 300 24/#1 cans A219 Soup Tomato П П Soup Vegetable 24/#1 cans A218 Spaghetti Sauce Meatless 24#300 cans A236 A167 Spinach 300 24#300 cans $\Box$ 24#300 cans A223 Sweet Potatoes 300 24#300 cans A244 Tomato Sauce 300 24/#300 cans A240 Tomatoes 300 Vegetable Mix 300 24#300 cans A057 П $\Box$

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#### Commodity Acceptability Progress Report Part II - Product Acceptance 6E. GRAINS (Cereal, Cornmeal, Flour, Rice, Pasta Products) TOP FIVE TOP FIVE MOST LEAST ACCEPTABLE ACCEPTABLE USDA/FNS COMMODITY DESCRIPTION PACK SIZE **PRODUCTS PRODUCTS** CODE (Click on Check Box to Insert "X") (Click on Check Box to Insert "X") 12/2 ib Almonds Roasted 2 A263 Cereal Corn & Rice 12 14/12 oz packaging B855 14/12 oz package B846 Cereal Corn 12 Squares B851 Cereal Corn 16 Squares 14/16 oz package $\Box$ Cereal Corn Flakes 18 12/18 cz package B878 $\Box$ Cereal Corn Flakes 18 12/18 oz package B879 12/15 oz package Cereal Oats 15 Circles B853 12/13.5 cz package Cereal Rice 12 Crisps B856 14/13.5 oz package Cereal Rice 13.5 Crisps B857 12/17.3 oz packages Cereal Wheat Bran Flakes 12 B877 14/17.3 oz packages Cereal Wheat Bran Flakes 14 B876 8/5 lb package B138 Cornmeal Degermed 8/5 12/16 oz box B370 Crackers Unsalted 24/14 cz package B160 Farina B182 Flour All Purpose Bleached 8/5 8/5 lb package 6/5 lb bag Flour/Bakery Mix B367 $\Box$ Flour/Bakery Mix Low Fat, Biscuit 6/5 lb bag B368 Oats 24 Rolled 12/42 oz tube B437 $\Box$ 12/1 lb package B424 Egg Noodle 1 B436 Macaroni & Cheese 12/26 oz package B425 Macaroni 1 24/1 lb package $\Box$ Rice 2 Milled 24/2 lb package B510 Rice Long-Grain Milled 30/2 lb package B528 B835 Spaghetti 2 Enriched 12/2 lb package 6F. OTHER PRODUCTS (Butter, Milk, Syrup, Oils/Shortenings) B050 Butter 36 30/1 lb cartons $\Box$ B117 Milk Evaporated 24 24/12 oz cans 12/25.6 oz package B095 Milk Instant 2 - Nonfat Dry Oil Vegetable 48 8/48 cz B666 12/3 lb cans B720 Shortening 3 Vegetable A258 Syrup 12/24 oz plastic btl. $\Box$

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# Part III - DoD Fresh Produce Acceptance

7. MOST POPULAR DoD FRESH PRODUCE ITEMS. The items listed below were available to FDPIR households during this reporting period through the Department of Defense (DoD) Fresh Fruits and Vegetable Project. If you received DoD fresh produce, please mark an "X" next to the Most Popular fruits and vegetable items that your FDPIR households rated the highest. You may also provide additional comments about any of the DoD fresh produce items listed below.

| 7A. DoD FRESH FRUI                |  |  |
|-----------------------------------|--|--|
| COMMODITY                         | MOST POPULAR DoD PRODUCE ITEMS (Click on Check 5ox to Insen "X") | COMMENTS (OPTIONAL Not to exceed one line of text per commodity)   |
| Apples                            |  |  |
| Grapefruit                        |  |  |
| Mixed Fruits                      |  |  |
| Oranges                           |  | The second secon |
| Pears                             |  |  |
| Peaches                           |  | The second section of the se |
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| 7B. DoD FRESH VEGI                | ETABLES  |  |
| Carrots                           | <u> </u>   |  |
| Carrots Baby                      |  |  |
| Celery                            |  |  |
| Cucumbers                         | <del>                                     </del>                 |  |
| Green Peppers                     | <u> </u>   |  |
| Onions, Dry                       | +  |  |
| Onions, Red 1                     | <del>                                     </del>                 |  |
| Potatoes, Red<br>Potatoes, Russet | -  |  |
| Squash, Winter 1                  | <del>-  </del>   | And the second s |
| Squash, Yellow Summer 1           | <del>                                     </del>                 |  |
| Sweet Potatoes                    | + + +  |  |
| Turnips                           | <del>                                     </del>                 |  |
| Corn                              |  |  |
| Cabbage Green                     | <del>                                     </del>                 |  |
| Cabbage Credit                    |  |  |
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## Part IV - Product Improvements

8. USDA PRODUCTS THAT NEED TO BE IMPROVED. Please provide a brief explanation of the problems found with each of the Least Acceptable Products identified in items 6A – 6F (Part II) of this report. We would also like to know how USDA can further improve any other products received by FDPIR households during this reporting period, including those identified as Most Acceptable Products in Part II of this report. (Note: For the Block labeled "Problem Codes/No. Of Respondents," please check all of the problem codes that correspond with codes listed in the "Problem Code Table" shown below. Also, please be sure to enter the 4-digit USDA/FNS "commodity code" and "commodity description" for each product for which you provide comments---see list of commodities/codes in Items 6A-6F).

### Problem Code Table

(multiple codes may be used below - e.g. 1,2,3,4,5,6)

- Overall Product Evaluation program recipients do not like; too labor intensive.
- <u>Nutrition</u> too much fat, grease, salt sodium and/or sugar.
- Quality bad taste:flavor; poor texture; too tough; strong aroma/smell, cookability/ meltability problems; or poor appearance.
- Delivery/Timing damaged packages/ products; timeliness of deliveries.
- Packaging poor quality or wrapping; pack size too small, or pack size too large.
- 6. Other (see "Additional Comments" block).

| Code   | P  | roble<br>(Click | m C  | odes  | /No.     | Of F  | Respondents<br>That Apply) | Additional Comments      |                     |
|--------|--|-----------------|------|-------|----------|-------|----------------------------|--------------------------|---------------------|
| Code   | Commodity  | 1               | 2    | 3     | 4        | 5     | 6                          | Total<br>Respondents     | Additional Comments |
| MEATS  | (Beef, Fish, Pork, Poultry)  |                 |      |       |          |       |                            |                          |                     |
|        |  |                 |      |       |          |       |                            |                          |                     |
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| MEAT   | ALTERNATES (Beans, Cheese, Eggs  | s/Egg           | Prod | ucts. | Pear     | ut Pr | oduc                       | ts)                      |                     |
|        |  |                 |      |       |          |       |                            |                          |                     |
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| FRUITS | S/JUICES (Canned, Fresh. Frozen)   |                 |      |       |          |       |                            |                          |                     |
|        |  |                 |      |       |          |       |                            |                          |                     |
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|            |  | (mul    | tiple :      | code        |         |   |   | de Table<br>below – e.g. 1,2   | 2,3,4,5,6)   |   |  |
|            | (multiple codes may be used below – e.g. 1,2,3,4,5,6)  1. Overall Product Evaluation – program  4. Delivery/Timing - damaged packages/   |         |              |             |         |   |   |  |  |   |  |
|            | Overall Product     recipients do not  |         |              |             |         |   |   |  | ; timeliness of deliveries.  |   |  |
|            | Nutrition – too much fat, grease, salt/sodium and/or sugar.  |         |              |             |         |   |   | <ol> <li>Packaging - poor quality or wrapping; pack<br/>size too small, or pack size too large.</li> </ol> |  |   |  |
|            | Quality – bad tas tough; strong around meltability probler   | na/sm   | ell, c       | ookal       | bility/ |   |   | 6. Other (s  | ee "Additional Comments" block).   |   |  |
|            |  |         |              |             |         |   |   | Respondents I That Apply)  |  |   |  |
| Code       | Commodity  | 1       | 2            | 3           | 4       | 5 | 6 | Total<br>Respondents   | Additional Comme   | nts                                     |  |
| VEGETABLE  | ES (Canned, Fresh, Frozen)   |         |              |             |         |   |   |  |  |   |  |
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| GRAINS (Co | ereal, Commeal, Flour, Rice, Pa  | sta Pro | nduct        | s)          |         |   |   |  |  |   |  |
| GRAINS (CE | sreat, Contineat, Floor, Fice, Fa.   | To      |              |             |         |   |   |  |  | *************************************** |  |
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|            |  |         |              |             |         |   |   |  |  |   |  |
| OTHER PRO  | DDUCTS (Butter, Milk, Syrup, O   | ls/Sho  | rteni        | ngs)        |         |   |   |  |  |   |  |
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### Part V - New Products and General Comments

9. NEW PRODUCTS – (OPTIONAL). Please list no more than FIVE products NOT currently offered by USDA, which at least 25 percent of respondent FDPIR households would be interested in receiving, especially those products that might help them meet the FEDERAL DIETARY GUIDELINES FOR AMERICANS. Also, please list and rank the items in "1-2-3" priority order with "item 1" representing the product "MOST" preferred by your households along with the number of respondents requesting that product. For the block labeled Planned Usage, click on the applicable field and select only "ONE" item per commodity from the drop-down list that represents the "Primary" way in which the product will be used—e.g., as an Entrée Item, for Sandwiches, etc. (Note: Please do NOT request any type of condiments such as catsup, mustard, salt, pepper, etc. since USDA does not purchase such items).

| Α  | В   | С                            | D  | Е   |  |  |  |  |  |  |  |  |
|--|---|------------------------------|--|---|--|--|--|--|--|--|--|--|
| ITEM   | NEW PRODUCT<br>REQUESTED  | PREFERRED FORM/<br>PACK SIZE | PLANNED USAGE CODE KEY (Click on each form field box below and make only "1" selection per Item from the drop-down list)  1. Entrée Item 4. Salads 2. Sandwiches 5. Stews 3. Soups 6. Casseroles | # OF FDPIR<br>HOUSEHOLDS<br>REQUESTING THIS<br>ITEM |  |  |  |  |  |  |  |  |
| 1  | 4   |                              |  | 1   |  |  |  |  |  |  |  |  |
| 2  |   |                              |  |   |  |  |  |  |  |  |  |  |
| 3  |   |                              |  |   |  |  |  |  |  |  |  |  |
| 4  |   |                              |  |   |  |  |  |  |  |  |  |  |
| 5  |   |                              |  | sums - Carrier                                      |  |  |  |  |  |  |  |  |
| 10A. H<br>reportin   | 10A. How do FDPIR households the overall quality and acceptability of USDA donated commodities received during this reporting period? Please indicate the "number" of respondent households that gave USDA commodities an overall rating of  Total  Excellent Satisfactory Unsatisfactory Respondents |                              |  |   |  |  |  |  |  |  |  |  |
| 10B. For those FDPIR households that received fresh produce through the DoD Fresh Fruits and Vegetable Project, how would they rate the overall quality and acceptability of the fresh produce items provided by DoD? Please indicate the "number" of respondent FDPIR households that gave DoD fresh produce items an overall rating of  Total  Excellent Satisfactory Unsatisfactory Respondents |   |                              |  |   |  |  |  |  |  |  |  |  |
| 11. Ge   | neral Comments/Recommendations – (Op  | etional):                    |  |   |  |  |  |  |  |  |  |  |
| 1. 2. 3. 4. 5. 6. 7.   |   |                              |  |   |  |  |  |  |  |  |  |  |
| 8.   |   |                              |  |   |  |  |  |  |  |  |  |  |

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