

DEPARTMENT OF AGRICULTURE & CONSUMER SVCS  
BUREAU OF FOOD DISTRIBUTION  
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SUBJECT: Commodity Acceptability Progress Report (CAP)

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**A. Purpose.** This policy provides for the collection and compilation of information concerning USDA donated commodities.

**B. Scope.** The Bureau will collect information about USDA commodities from participants in: (1) The National School Lunch Program (NSLP) and (2) Nutrition Services Incentive Program (NSIP). Participants in the Summer Food Service Program (SFSP) will not be canvassed since the sponsors in this program receive the same commodities as the NSLP.

**C. Authority.**

1. 7 CFR Section 250.13 (k), Commodity Acceptability Reports (CAP).
2. Southeast Regional Office (SERO), USDA, Atlanta letter FD10-1, Commodity Acceptability Report, of April 26, 1998.

**D. Requirement.** Upon the request of USDA, the Bureau will prepare the report illustrated in Exhibit F based on commodity information provided by the RAs participating in the programs identified in Paragraph B above. The information will be collected based on the USDA donated commodities that the RAs received in the previous and current School Year (SY) or Federal Fiscal Year.

**E. Guidelines.** (If requested)

1. The Bureau will collect commodity information from at least 10% of the total eligible RAs in each program or 100 eligible RAs, whichever is less. Normally, the Bureau will canvass all participants in each program.
2. The CAP form (Exhibit F) will be provided to each RA.
3. The Bureau will compile the results received from the RAs and submit the CAP report to SERO, USDA as requested. The Bureau will provide each RA with a copy of the final report.