

Step-by-Step Approval Process for Food Assistance Products

USDA follows a comprehensive process for the approval of new commodities eligible for use in food assistance programs.

For reference, the current eligible food assistance export commodity list may be found at: <https://www.fsa.usda.gov/programs-and-services/commodity-operations/procurement-and-sales/export/commodity-requirements/index>.

Step 1: Submit a Proposal

Requesting entities must submit a proposal to add new commodities to the eligible commodity list for either the [Food for Progress](#) or the [McGovern-Dole Food for Education and Child Nutrition Programs](#) by following the respective program guidelines in the New Commodity Proposal Information Sheet. Inquiries and proposals are to be submitted to USDA/Foreign Agricultural Service/Office of Capacity Building and Development at PPDED@fas.usda.gov

Step 2: Technical Review

Once a proposal has been submitted, USDA and USAID collaborate to form a technical review panel comprised of relevant specialists from USAID Office of Food for Peace (FFP), USDA's Kansas City Commodity Office (part of the Farm Service Agency), and USDA's Foreign Agricultural Service (FAS). Requesting entities are notified in writing of the panel's decision on acceptability for future consideration. This notification includes the reasons why or why not the proposed commodity is suitable for use in USDA's food assistance programs.

Step 3: Develop Commodity Specifications

If the technical panel determines that the commodity is acceptable for future consideration, USDA works with the requesting entity to develop commodity specifications. After commodity specifications are agreed upon and finalized, USDA creates a Commodity Requirements Document for that commodity and includes it on the list of available commodities for use in food assistance programs.

Step 4: Vendor Registration

USDA registers vendors who are able to supply the commodity and meet all necessary requirements as specified by the Federal Acquisition Regulation (FAR) 9.202(f). Contracting Officer(s) review the vendor's registration and determine if the vendor will be added to the USDA Qualified Bidders List. For more information, please visit: <https://www.fsa.usda.gov/programs-and-services/commodity-operations/procurement-and-sales/vendor-qualification/index>.

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