

## Sunday, April 29

### Pre-Conference Workshops

<b>8:00 a.m.- 12:00 pm</b> 4 hours	<b>Training for Excellence</b> Session will provide insight on how to handle difficult people in training, activity creation, and how to develop training material to present content.	
<b>10:00 a.m.- 12:00 pm</b> 2 hours	<b>What is ACDA? A First Timers Session</b> Session describes the ACDA, its structure, its history, and goals. Covers the benefits that members can expect from the association.	<b>How to Build a Bid: 1st Stop - Forecasting</b> Considerations when determining the quantity of foods to purchase. Information for bidding, buying and selling to NSLP & Breakfast programs.
<b>1:00 p.m.- 5:00 p.m.</b>	<b>What is ACDA? A First Timers Session</b>  <b>Repeat</b>	<b>How to Build a Bid: Checklist for Success 4 hours 1- 5:00 p.m.</b> This session will provide a step by step process on the required components of a bid document

**Pre-registration is required for pre-conference and deep dive sessions.**

## Deep Dive/Learning Labs Sessions

### Monday, Apr 30

**10:15 a.m. - 12:30 pm**  
2 hours 15 mins

#### ACDA Strategic Plan Explained

Session describes the ACDA, its structure, its history, and goals. Covers the benefits that members can expect from the association.

#### WBSCM - Hands on Training

#### Poverty Through Another Lens Poverty Simulator

This interactive session allows participants to get a different perspective of the people served by feeding programs.

**3:15 p.m. - 5:00 pm**  
2 hours 15 mins

#### Navigating the Interactive Food Buying Guide

Hands on session for industry, state agencies, RA's to navigate the new FBG site and the new app.

#### Training for Excellence - Repeat

Session will provide insight on how to handle difficult people in training, activity creation, and how to develop training material to present content.

#### Poverty Through Another Lens Poverty Simulator

This interactive session allows participants to get a different perspective of the people served by feeding programs.

### Wednesday, May 2

**8:00 a.m. - 10:15 pm**  
2 hours 15 mins

#### Navigating the Interactive Food Buying Guide

Hands on session for industry, state agencies, RA's to navigate the new FBG site and the new app.

#### Poverty Through Another Lens Poverty Simulator

This interactive session allows participants to get a different perspective of the people served by feeding programs.

**Pre-registration is required for pre-conference and deep dive sessions.**

## Schedule of Events

Monday, Apr 30

7:00 am - 8:30 am Continental Breakfast							
8:30 am - 10:00 am Opening Session							
	Building Blocks: The Basics	Regulations and Guidance	Best Bang For Your Buck	Community Feeding Programs	Understanding My Piece of the Pie	Hot Topics	Procurement
10:15 am - 11:15 am	<p><b>USDA-Who's Who and How to Deal with the Acronyms</b></p> <p>What do all those acronyms mean? How do they interact with me?</p>	<p><b>Federal Schools Meals and CACFP Updates</b></p> <p>This session provides audience updates on school and CACFP requirements.</p>	<p><b>Timing is Everything</b></p> <p>Session discusses the decision points to manage USDA Foods at the State level. Discover the optimal timeframes for monitoring entitlement, inventories, ordering and more. Learn what happens with WBSCM status changes, meal counts increases or decreases, when orders are cancelled or the material price per case costs exceed plans. Help your state agency make timely and effective decisions for your USDA Foods program.</p>	<p><b>Food Banks as 1st Responders in Disasters</b></p> <p>This session will reveal the processes and actions taken by food banks as first responders to disasters. This session will include highlights from Hurricane Harvey and Irma.</p>	<p><b>Recipient Agencies</b></p> <p>Learn from Recipient Agency members about their responsibilities, challenges and passion for working with USDA Foods</p>	<p><b>Using Resources to Support Successful Implementation of Local Purchases</b></p> <p>This session will provide an overview of resources available to successfully implement Buy American and support local purchasing in school meals. USDA will provide tips and tools to help you purchase U.S. grown fruits and vegetables.</p>	<p><b>Ethics in Procurement</b></p> <p>This presentation by the School Nutrition Association, outlines good practices in procurement ethics and impacts to everyone in the industry.</p>
11:30 a.m.- 12:30 p.m.	<p><b>Entitlement Explained</b></p> <p>The session provides information on entitlement, its calculation, management, and use.</p>	<p><b>Getting Ready for an Administrative Review</b></p> <p>Learn information for bidding, buying and selling to NSLP &amp; Breakfast programs.</p>	<p><b>Best Practices for Demand Driven Programs</b></p> <p>USDA requires States to have a demand-driven system, but what does that mean? During this session, you will learn about the various strategies to operate a successful demand-driven program. Hear from USDA and your fellow States during this interactive best practice session!</p>	<p><b>TEFAP Entitlement Spending Best Practices</b></p> <p>Come share challenges, tips and successes to get the most of your TEFAP entitlement spending. USDA and States will discuss best practices for planning and using the full entitlement in the TEFAP program, including how to manage concurrent bonus offerings.</p>	<p><b>State Agencies</b></p> <p>Learn from State Agency members about their responsibilities, challenges and passion for working with USDA Foods</p>	<p><b>BMI Pilot Project Updates</b></p> <p>This session will be presented by USDA staff overseeing solutions in the various process improvement areas identified by the BMI Project. USDA will provide a status update and details about changes that are underway, including performance indicators and metrics that will be used to evaluate the success of the pilot projects.</p>	<p><b>Substitutions</b></p> <p>Panel discussion on how to handle substitutions and procedures that will help with proactive solutions while maintaining bid integrity and quality.</p>
2:00 p.m.- 3:00 p.m.	<p><b>Further Processing Explained-</b></p> <p>You will learn the ins and outs of the processing program, including agreements, summary product data schedules, monthly performance reports, monitoring inventory levels and entitlement values, and value pass through methods.</p>	<p><b>Professional Standards Training Database and Showcase</b></p> <p>Session focuses on key requirements for SFA's, SA's providing resources to meet their needs.</p>	<p><b>Using USDA Resources to Maximize</b></p> <p>USDA offers a variety of resources that can help you to successfully use your USDA Foods. Hear about the new and existing resources to help your program, including the Interactive Food Buying Guide, standardized recipes for school foodservice.</p>	<p><b>Best Practices in Summer Feeding</b></p> <p>Join a panel to discuss the best practices for expanding summer feeding participation.</p>	<p><b>Distributors</b></p> <p>Learn from Distributor Associate members about their responsibilities, challenges and passion for working with USDA Foods</p>	<p><b>Food Trends: How to Stay Relevant</b></p> <p>This session will be focused on data to identify food trends industry-wide and how to make decisions for forecasting purchases while being relevant to your customer.</p>	<p><b>Locally Grown for the School Lunch Zone</b></p> <p>Sometimes misunderstood, this panel discussion will provide solid information and clarification on the proper use of both.</p>
3:15 p.m.- 5:00 p.m.	USDA/SDA Meeting						
5:30 p.m. - 7:00 p.m.	Welcome Reception						

**Tuesday, May 1**

6:30 am - 7:30 am								Zumba an ACDA Gives Back Event							
7:00 am - 8:30 am								Continental Breakfast							
8:30 am - 10:00 am								USDA General Session							
10:15 am - 11:00 am								Membership Categories Breakout Sessions							
ACDA Boot Camp		Regulations and Guidance		Best Bang for the Buck		Community Feeding Programs		Understanding My Piece of the Pie		Hot Topics		Procurement			
11:15 am - 12:15 p.m.		<b>Incorporating USDA Foods into Menus</b> Menu planning can help districts successfully use USDA Foods. Creative use of USDA Foods helps districts to menu ingredients in a variety of ways to maximize their use and create appealing, innovative menus for students. Hear from USDA and districts to get ideas about the many ways to incorporate USDA Foods into menus and maximize the use of these products.		<b>Buy American: Compliance for National School Meals</b> Session provides information for bidding, buying and selling to NSLP & Breakfast programs.		<b>Blueprint for RA Access to WBSCM</b> The session will present areas to consider when planning and scheduling a project to extend WBSCM to recipient agencies. The session will discuss documentation and training resources as well as the technology and business operation considerations for the project. Get the perspective from USDA, States, and school districts about the benefits and considerations for this transition.		<b>USDA Foods in Disasters</b> This will be a panel of State Agencies, USDA Agencies and Food Banks to discuss how USDA works with partners during disasters.		<b>Brokers</b> Learn from Broker Associate members about their responsibilities, challenges and passion for working with USDA Foods		<b>Let's Talk: Success and Challenges of Product Development</b> This session will provide insight from the manufacturer perspective of research and development required to produce a new item for the marketplace. What is the 'investment' required? What are the challenges involved when USDA incorporates the same type item into 'brown box' selections. Is there a happy medium for this process?		<b>Lessons Learned from Procurement Reviews</b> This session will provide lessons learned and the most common findings and solutions from Procurement reviews.	
1:30 p.m.-2:30 p.m.		<b>What I Wish I Knew!</b> Learn from your peers! Learn about issues that colleagues wish they knew when they were new to our program.		<b>Industry: How to Fit in USDA Foods</b> Session demonstrates how to fit USDA Foods into your menus.		<b>It Begins with the Menu</b> Learn the importance of cycle menus and forecasting is to obtaining the desired products for your service to your students.		<b>Household Program Highlights</b> Want to get up to speed on household programs? Come hear USDA's annual update on TEFAP and CSFP. The session will cover the latest developments in the programs. Bring your questions and concerns to the table as this session will also provide an opportunity to dialogue with USDA staff and other household program representatives!		<b>USDA FNS</b> Learn from USDA about their responsibilities, challenges and passion for working with USDA Foods		<b>Making Good Financial Decisions for USDA Foods</b> This session will help the RA understand how to make the "best choice" annually regarding use of USDA Foods. Helpful tools on how to compare USDA Foods - brown box, DoD, processing - true value to commercial purchases.		<b>Procurement Procedures</b> Session reveals good practices in developing Procurement procedures.	
2:45 pm - 3:45 pm								General Session with ACDA Partners							
4:00 pm - 5:00 pm		<b>Attending the Best Food Show Ever</b> Learn strategies on how to use food shows to drive menu and forecasting decisions. How to maximize food shows to minimize sample handling and keep costs low.		<b>Legislative Updates w Roger</b> This session is the annual update on legislative issues affecting feeding programs.		<b>Behind the Scenes Look at USDA Foods Procurement Process</b> This session will provide a look at the how the procurement planning and execution works for both school and household entitlement programs. USDA will discuss the process from procurement planning and scheduling to catalog offerings to orders to procurement execution to delivery. Join us for this inside look at USDA's process.		<b>Is USDA Foods Storage &amp; Distribution Right for my Food Bank?</b> Can food banks partner with States to store and distribute USDA Foods? This session discusses the pros and cons.		<b>Industry</b> Learn from Industry members about their responsibilities, challenges and passion for working with USDA Foods		<b>Disaster Preparedness: Resources for USDA Foods/Partners</b> This session is from the perspective of planning, being prepared for a disaster. Resources and USDA Partners that can provide assistance during a disaster will be identified. Requirements for feeding those affected will be reviewed.		<b>You Should Always Get What You Want</b> Panel discussion with a manufacturer, Distributor, State Agency and district that will provide what they look for and require to get what you want and need on your bid.	
5:30 p.m. - 7:00 p.m.								Reception							

Wednesday, May 2

7:00 am - 7:45 am								Continental Breakfast							
7:00 am - 7:45 am								USDA and RA Breakfast							
		ACDA Boot Camp		Regulations and Guidance		Best Bang for the Buck		Community Feeding Programs		Understanding My Piece of the Pie		Hot Topics		Procurement	
8:00 a.m.-9:00 a.m.		<b>USDA-Who's Who and How to Deal with the Acronyms</b>  <b>Repeat Session</b>		<b>Legislative Updates w Roger</b> This session is the annual update		<b>Processing: After the Diversions</b> Attend this session and learn the importance of inventory mangement, MPR reconciliation, and Value Pass Thru Methods are to the success of your processing program.		<b>How to Grow the CSFP Caseload</b> What are the best practices for recruiting efforts to find the seniors eligible for the CSFP?		<b>Many Pieces Make a Whole A Combined Perspective</b> members about their responsibilities, challenges and passion for working with USDA Foods		<b>Food Trends: How to Stay Relevant (Repeat)</b> identify food trends industry-wide and how to make decisions for forecasting purchases while being relevant to your customer.		<b>Statewide Procurement Methods</b> Panel of states who offer statewide procurement of USDA Foods and how they comply with USDA Foods	
9:15 a.m.-10:15 a.m.		<b>Entitlement Explained</b>  <b>Repeat Session</b>		<b>Professional Standards Training Training Database and Showcase</b> <b>Repeat Session</b>		<b>Why Does My Free USDA Foods Cost \$30,000</b> We all know that entitlement has a value. This session will review all three methods to divert your entitlement dollars and the "real" costs involved in all methods.		<b>Community Feeding Programs 101</b> This course provides and overview of the various community feeding programs: CACFP, TEFAP, CSFP, SFSP, Backpacks, and more!		<b>USDA AMS</b> Learn from USDA AMS about their responsibilities, challenges and passion for working with USDA Foods.		<b>Session to be determined.....</b>		<b>Lessons Learned from Procurement Reviews</b> <b>Repeat Session</b>	
10:30 am - 12:00 pm								Closing General Session							