



OGS Food Distribution

USDA FOOD PREFERENCE SURVEY

2023-24 SCHOOL YEAR

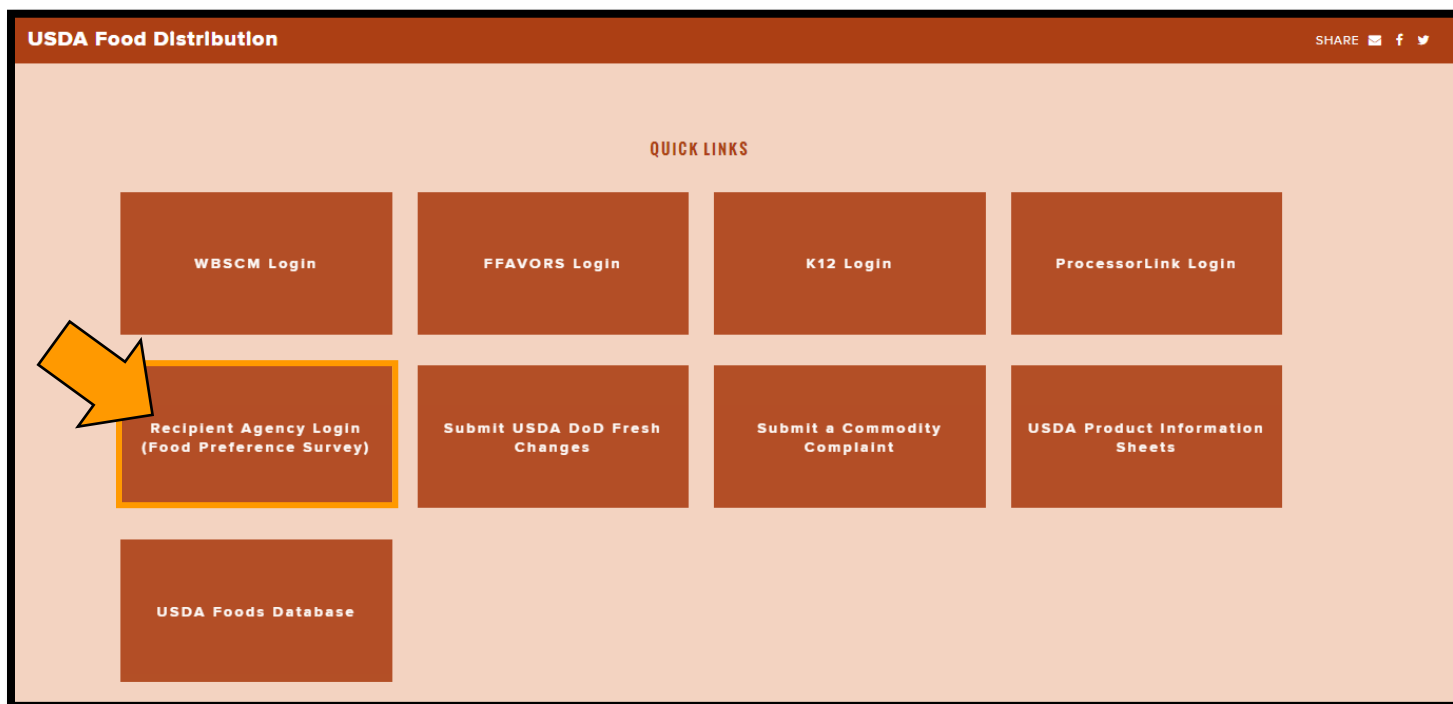
The mandatory Food Preference Survey is for participants of the National School Lunch Program (NSLP) and is used to determine the most popular products published on USDA's Foods Available List. The results of this survey are used by OGS USDA Food Distribution to determine the 30 to 33 products that will be made available for participants when ordering in February and March for the 2023-24 School Year.

This survey must be completed by close of business on **January 24, 2023**.

How to Complete the Food Preference Survey

Step 1

Log on to the online survey through the OGS Food Distribution website: <https://ogs.ny.gov/usda-food-distribution> by clicking on the "Recipient Agency Login" button located near the top/center of the page.



Step 2

- Your username is your school code, i.e., J100.
- If you do not know school code or password, email ogsdonatedfoods@ogs.ny.gov Please include your school code (if known) and your school's name with your request.

The screenshot shows the login page of the OGS New York State Division of Food Distribution. The header includes the OGS logo, the text "New York State Division of Food Distribution", and the "Office of General Services" logo. A navigation menu on the left contains a link to "Home". The main content area features a "Login" section with a "Log In" button, a "User Name:" input field, and a "Password:" input field. A "Log In" button is also present below the password field. The footer contains the copyright notice: "Copyright © 2010 New York State Office of General Services".

OGS
New York State Division of Food Distribution

NEW YORK STATE
Office of General Services

Home

Login

Log In

User Name:

Password:

Log In

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Step 3

Once you have logged in, click "Current Survey Status" to bring you to the next screen.

The screenshot shows the user information page of the OGS New York State Division of Food Distribution. The header includes the OGS logo, the text "New York State Division of Food Distribution", and the "Office of General Services" logo. A navigation menu on the left contains links to "Home", "Reports", "Change Password", "Change Email", "Current Survey Status", and "Log Off". The "Current Survey Status" link is highlighted with an orange box. The main content area features a "User Information" section with a "Click 'Current Survey Status' to access the Food Preference Survey." message. Below this, there are input fields for "Name:", "Address:", "Phone:", and "Warehouse:". The footer contains the copyright notice: "Copyright © 2010 New York State Office of General Services".

OGS
New York State Division of Food Distribution

NEW YORK STATE
Office of General Services

Home
Reports
Change Password
Change Email
Current Survey Status
Log Off

User Information

Click 'Current Survey Status' to access the Food Preference Survey.

Username:

Name:

Address:

Phone:

Warehouse:

Online Ordering is currently unavailable at this time.
Pickup Slips are currently unavailable at this time.

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Step 4

Click “Food Preference Survey 2023 - 2024 SY” to access the online Survey.

OFFICE OF GENERAL SERVICES

Governor Kathy Hochul

Commissioner RoAnn M. Destito

Food Distribution and Warehousing

Government Donated Foods Distribution Program

RA Code: J100

Name: OGS Food Distribution

Fax: (518) 555-1212

Contact Person:

Phone: (518) 474-5122

Email Address:

The following survey(s) are available for your completion at this time.
* Use Internet Explorer version 10 or later only

[Survey Completion Instructions](#)

[Survey Work Sheet](#)

Food Preference Survey 2022 - 2023 SY

[Return to OGS Government Donated Foods Home Page](#)

Note: This will allow you to return to the home page from which you can view the monthly distribution information series.

Use your completed Food Preference Survey Worksheet and the survey instructions here to complete the online survey.

Click on the Food Preference Survey button to access the online survey.

Step 5

You will have 59 minutes to input your survey feedback using the completed Food Preference Survey Worksheet. Your work cannot be saved and must be completed with the 59-minute timeframe.

OFFICE OF GENERAL SERVICES

Governor Kathy Hochul

Commissioner RoAnn M. Destito

Food Preference Survey 2022 - 2023 SY

Total: \$0.00
Difference: \$158,723.34
[Update](#)

SCHOOL NAME

SCHOOL CODE

TOTAL ENTITLEMENT / DIRECT DIVISION VALUE \$158,723.34 / \$0.00

Reset

Session Time Left: 00:59:16

Next

COMMODITIES FOR

CAUTION: Clicking the “Reset” button will reset the timer and clear the number of cases.

All diversion balances are listed at zero at this time. This will not affect a school’s ability to divert when ordering

Commodity	Stock Size	Cases Per Truck	Case Value	Cases	EstEntValue	
Direct Diversion Set Aside	900000	Dollar Value	1	\$1.00	0	\$0.00
Unprocessed Fresh Fruit and Vegetable Pilot (Only Areas A,C,D,E,F,G,J,L)	900001	Dollar Value	1	\$1.00	0	\$0.00
USDA DoD Fresh Program	900002	Dollar Value	1	\$1.00	0	\$0.00
Alaska Pollock, Whole Grain-Rich Breaded Sticks, Frozen	110851	8/5 lb or 4/10 lb bag	950	\$105.99	0	\$0.00

Note: Note, all entitlement and product values are estimated for the purpose of this survey. This value may be different when you place your order in February and March.

Step 6

Enter (in dollars values) the estimated amount you plan to use toward Direct Diversion Set Aside, Unprocessed Fresh Fruit and Vegetable Pilot, and USDA DoD Fresh Program in the first three rows below (see red box).

Session Time Left: 00:52:49

In these 3 rows, you are entering \$ values, NOT cases.

COMMODITIES FOR SHIPMENT THROUGH GOVERNMENT WAREHOUSE

Commodity Description	Code	Pack Size	Cases Per Truck	Case Value	Cases	EstEntValue
Direct Diversion Set Aside	900000	Dollar Value	1	\$1.00	0	\$0.00
Unprocessed Fresh Fruit and Vegetable Pilot (Only Areas A,C,D,E,F,G,J,L)	900001	Dollar Value	1	\$1.00	0	\$0.00
USDA DoD Fresh Program	900002	Dollar Value	1	\$1.00	0	\$0.00
Alaska Pollock, Whole Grain-Rich Breaded Sticks, Frozen	110851	8/5 lb or 4/10 lb bag	950	\$105.99	0	\$0.00
Apple Slices, Unsweetened, Canned				\$40.04	0	\$0.00
Apple Slices, Unsweetened, Frozen (IQF)				\$24.83	0	\$0.00
Applesauce, Unsweetened, Canned				\$32.27	0	\$0.00
Applesauce, Unsweetened, Cups, Shelf-Stable				\$38.40	0	\$0.00
Apricots, Diced, Cups, Frozen	100261	96/4.5 oz cup	1,400	\$39.83	0	\$0.00
Apricots, Diced, Extra Light Syrup, Canned	100216	6/#10 can	912	\$39.64	0	\$0.00
Beans, Baby Lima, Low-sodium, Canned	100371	6/#10 can	864	\$25.77	0	\$0.00
Beans, Black, Low-sodium, Canned	100359	6/#10 can	864	\$24.94	0	\$0.00
Beans, Black-eyed Pea, Low-sodium, Canned	100368	6/#10 can	864	\$25.27	0	\$0.00

Use these three (3) rows to input the estimated amount you plan to use.

Note: This will not allocate entitlement to the USDA DoD Fresh Program, the Unprocessed Fresh Fruit and Vegetable Pilot program, or to Direct Diversion. This is being used for estimation purposes only.

Please hold off on submitting a request to allocate entitlement to USDA DoD Fresh and/or Pilot Project for next School Year, until you receive a notification from our office in April.

Step 7

Using your Food Preference Survey Worksheet, enter the estimated number of cases you would like to use of each product you selected.

Session Time Left: 00:52:49

CAUTION: Clicking the "Reset" button will reset the timer and clear the number of cases.

Total: \$0.00
 Difference: \$158,723.34

COMMODITIES FOR SHIPMENT THROUGH GOVERNMENT WAREHOUSE

Commodity Description	Code	Pack Size	Cases Per Truck	Case Value	Cases	EstEntValue
Direct Diversion Set Aside	900000	Dollar Value	1	\$1.00	0	\$0.00
Unprocessed Fresh Fruit and Vegetable Pilot (Only Areas A,C,D,E,F,G,J,L)	900001	Dollar Value	1	\$1.00	0	\$0.00
USDA DoD Fresh Program	900002	Dollar Value	1	\$1.00	0	\$0.00
Alaska Pollock, Whole Grain-Rich Breaded Sticks, Frozen	110851	8/5 lb or 4/10 lb bag	950	\$105.99	0	\$0.00
Apple Slices, Unsweetened, Canned	100206	6/#10 can	912	\$40.04	0	\$0.00
Apple Slices, Unsweetened, Frozen (IQF)	100258	30 lb case	1,320	\$24.83	0	\$0.00
Applesauce, Unsweetened, Canned	110541	6/#			0	\$0.00
Applesauce, Unsweetened, Cups, Shelf-Stable	110361	96/4.5 oz cup			0	\$0.00
Apricots, Diced, Cups, Frozen	100261	96/4.5 oz cup			0	\$0.00
Apricots, Diced, Extra Light Syrup, Canned	100216	6/#			0	\$0.00
Beans, Baby Lima, Low-sodium, Canned	100371	6/#			0	\$0.00
Beans, Black, Low-sodium, Canned	100359	6/#			0	\$0.00
Beans, Black-eyed Pea, Low-sodium, Canned	100368	6/#10 can	864	\$25.27	0	\$0.00

This will display the amount of time remaining to complete the survey. You have one hour to complete the survey.

Click 'Update' to calculate the total.

Enter the number of cases that you would like to receive for the 2023-2024 School Year.

Step 8

After completing this part of the survey, click “Next” on the top of the screen.

Food Preference Survey 2022 - 2023 SY

Governor Kathy Hochul Commissioner RoAnn M. Destito

Total: \$0.00
Difference: \$158,723.34
[Update](#)

SCHOOL NAME
SCHOOL CODE
TOTAL ENTITLEMENT / DIRECT DIVISION VALUE \$158,723.34 / \$0.00

Reset
Session Time Left: 00:48:43

After completing this part of the survey, click the 'Next' button.

Next

COMMODITIES FOR SHIPMENT THROUGH GOVERNMENT WAREHOUSE

Commodity Description	Code	Pack Size	Cases	EstEntValue
Direct Diversion Set Aside	900000	Dollar Value	1	\$1.00
Unprocessed Fresh Fruit and Vegetable Pilot (Only Areas A,C,D,E,F,G,J,L)	900001	Dollar Value	1	\$1.00
USDA DoD Fresh Program	900002	Dollar Value	1	\$1.00

Step 9

If you need to adjust the number of cases, click “<<” before clicking Survey Complete. If no changes are necessary, click “Survey Complete”.

OFFICE OF GENERAL SERVICES
Commissioner RoAnn M. Destito

Food Preference Survey 2022 - 2023 SY

SCHOOL NAME
SCHOOL CODE
TOTAL ENTITLEMENT / DIRECT DIVISION VALUE

Session Time Left: 00:39:46

If you need to adjust the number of cases, click the << button before clicking Survey Complete.

Review your entries. If no changes are necessary, click Survey Complete.

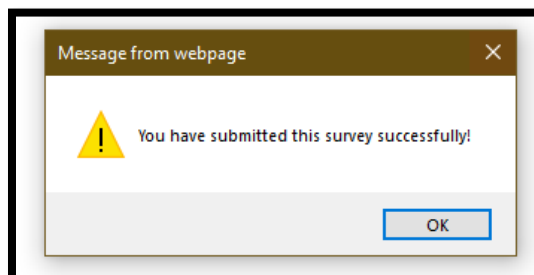
<< Survey Complete

COMMODITIES FOR SHIPMENT THROUGH GOVERNMENT WAREHOUSE

Commodity Description	Code	Pack Size	Cases
Unprocessed Fresh Fruit and Vegetable Pilot (Only Areas A,C,D,E,F,G,J,L)	900001	Dollar Value	2

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Once you click ‘Survey Complete’ you should receive the below pop-up message:



Step 10

- Once you select "Survey Complete" a page will appear with your schools' totals and "Date Submitted". **PRINT THIS PAGE.** Be sure you have a copy and are physically holding it before closing the browser. **This report cannot be regenerated.**

OFFICE OF GENERAL SERVICES
Governor Kathy Hochul
Commissioner RoAnn M. Destito

[Home](#)

Food Preference Survey 2022 - 2023 SY
SCHOOL NAME
SCHOOL CODE
TOTAL ENTITLEMENT / DIRECT DIVISION VALUE \$158,723.34 / \$0.00
Total Dollar Value of Survey Items \$2.00
Date Submitted 1/10/2022 12:49:14 PM

Totals and Date Submitted will appear here.

COMMODITIES FOR SHIPMENT THROUGH GOVERNMENT WAREHOUSE

Commodity Description	Code	Pack Size	Cases Per Truck	Case Value	Cases	EstEntValue
Unprocessed Fresh Fruit and Vegetable Pilot (Only Areas A,C,D,E,F,G,J,L)	900001	Dollar Value	1	\$1.00	2	\$2.00

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Step 11

You have completed the Food Preference survey.

If you need assistance, please feel free to call us at (518) 474-5122 or email ogsdonatedfoods@ogs.ny.gov and we will be happy to assist you.

**FOOD PREFERENCE SURVEY MUST BE SUBMITTED
BEFORE CLOSE OF BUSINESS ON
January 24, 2023**