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:

(1) 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 [☐] 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 Households Served Per Month:	4B. Number of FDPIR Households Surveyed:	4C. Number of Respondent FDPIR Households:
5C. Name of State Official (Please Print):	5B. Signature of State Official:	5C. Date Signed: (mm/dd/yyyy)

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

Commodity Acceptability Progress Report

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.)

6A. MEATS (Beef, Chicken, Fish, Pork)

USDA/FNS 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	☐	☐
			☐	☐
			☐	☐

6B. MEAT ALTERNATES (Beans, Cheese, Eggs/Egg Products, Peanut Products)

A912	Beans Baby Lima 2 Dry	12/2 lb package	☐	☐
A062	Beans Blackeye 300	24/#300 cans	☐	☐
A917	Beans Great Northern 2 Dry	12/2 lb package	☐	☐
A920	Beans Light, Red Kidney 2 Dry	12/2 lb 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	☐	☐
B060	Cheese 30 Processed Block	6/5 lb loaves	☐	☐
B119	Cheese-Blend Amer/Skim Milk Sliced - Yellow	6/5 lb 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	☐	☐
			☐	☐
			☐	☐

Commodity Acceptability Progress Report

Part II – Product Acceptance

6C. FRUITS/JUICES (Canned, Fresh, Frozen)

USDA/FNS 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")
A282	Apple Juice	12/46 oz cans	☐	☐
A351	Applesauce 300	24/#300 cans	☐	☐
A353	Apricots Halves 300	24/#300 cans	☐	☐
A287	Cranberry Sauce	24/#300 cans	☐	☐
A279	Cranberry-Apple Juice	12/46 oz cans	☐	☐
A403	Fruit Cocktail 300 Canned	24/#300 cans	☐	☐
A260	Fruit-Nut Mix 24 Dried	24/1 lb	☐	☐
A285	Grape Juice, Cans	12/46 oz cans	☐	☐
A284	Grape Juice 46, Cartons	12/46 oz cartons	☐	☐
A280	Grapefruit Juice	12/46 oz cans	☐	☐
A300	Orange Juice	12/46 oz cans	☐	☐
A411	Peaches Cling 300	24/#300 cans	☐	☐
A437	Pears 300	24/#300 cans	☐	☐
A446	Pineapple 2	24/#2 cans	☐	☐
A286	Pineapple Juice	12/46 oz cans	☐	☐
A489	Plums Dried 24 (Prunes)	24/1 lb	☐	☐
A501	Raisins 24	24/15 oz packages	☐	☐
A290	Tomato Juice	12/46 oz cans	☐	☐
			☐	☐
			☐	☐

6D. VEGETABLES (Canned, Fresh, Frozen)

A059	Beans Green 300	24/#300 cans	☐	☐
A098	Carrots 300	24/#300 cans	☐	☐
A119	Corn Kernel 300	24/#300 cans	☐	☐
A122	Corn Cream 300	24/#300 cans	☐	☐
A144	Peas 300	24/#300 cans	☐	☐
A196	Potatoes Dehydrated 12 Flakes	12/1 package	☐	☐
A170	Potatoes Sliced White	24/#300 cans	☐	☐
A164	Pumpkin 300	24/#300 cans	☐	☐
A219	Soup Tomato	24/#1 cans	☐	☐
A218	Soup Vegetable	24/#1 cans	☐	☐
A236	Spaghetti Sauce Meatless	24#300 cans	☐	☐
A167	Spinach 300	24#300 cans	☐	☐
A223	Sweet Potatoes 300	24#300 cans	☐	☐
A244	Tomato Sauce 300	24#300 cans	☐	☐
A240	Tomatoes 300	24/#300 cans	☐	☐
A057	Vegetable Mix 300	24#300 cans	☐	☐
			☐	☐
			☐	☐

Commodity Acceptability Progress Report

Part II – Product Acceptance

6E. GRAINS (Cereal, Cornmeal, Flour, Rice, Pasta Products)

USDA/FNS 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")
A253	Almonds Roasted 2	12/2 lb	☐	☐
B855	Cereal Corn & Rice 12	14/12 oz packaging	☐	☐
B846	Cereal Corn 12 Squares	14/ 12 oz package	☐	☐
B851	Cereal Corn 16 Squares	14/16 oz package	☐	☐
B878	Cereal Corn Flakes 18	12/18 oz package	☐	☐
B879	Cereal Corn Flakes 18	12/18 oz package	☐	☐
B853	Cereal Oats 15 Circles	12/15 oz package	☐	☐
B856	Cereal Rice 12 Crisps	12/13.5 oz package	☐	☐
B857	Cereal Rice 13.5 Crisps	14/13.5 oz package	☐	☐
B877	Cereal Wheat Bran Flakes 12	12/17.3 oz packages	☐	☐
B876	Cereal Wheat Bran Flakes 14	14/17.3 oz packages	☐	☐
B138	Cornmeal Degermed 8/5	8/5 lb package	☐	☐
B370	Crackers Unsalted	12/16 oz box	☐	☐
B160	Farina	24/14 oz package	☐	☐
B182	Flour All Purpose Bleached 8/5	8/5 lb package	☐	☐
B367	Flour/Bakery Mix	6/5 lb bag	☐	☐
B368	Flour/Bakery Mix Low Fat, Biscuit	6/5 lb bag	☐	☐
B437	Oats 24 Rolled	12/42 oz tube	☐	☐
B424	Egg Noodle 1	12/1 lb package	☐	☐
B436	Macaroni & Cheese	12/26 oz package	☐	☐
B425	Macaroni 1	24/1 lb package	☐	☐
B510	Rice 2 Milled	24/2 lb package	☐	☐
B528	Rice Long-Grain Milled	30/2 lb package	☐	☐
B835	Spaghetti 2 Enriched	12/2 lb package	☐	☐
			☐	☐
			☐	☐

6F. OTHER PRODUCTS (Butter, Milk, Syrup, Oils/Shortenings)

B050	Butter 36	30/1 lb cartons	☐	☐
B117	Milk Evaporated 24	24/12 oz cans	☐	☐
B095	Milk Instant 2 - Nonfat Dry	12/25.6 oz package	☐	☐
B666	Oil Vegetable 48	8/48 oz	☐	☐
B720	Shortening 3 Vegetable	12/3 lb cans	☐	☐
A258	Syrup	12/24 oz plastic btl.	☐	☐
			☐	☐
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			☐	☐
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Commodity Acceptability Progress Report

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 FRUITS

COMMODITY	MOST POPULAR DoD PRODUCE ITEMS (Click on Check Box to Insert "X")	COMMENTS (OPTIONAL--- Not to exceed one line of text per commodity)
Apples	☐	
Grapefruit	☐	
Mixed Fruits	☐	
Oranges	☐	
Pears	☐	
Peaches	☐	
	☐	
	☐	
	☐	
	☐	
	☐	
	☐	
	☐	

7B. DoD FRESH VEGETABLES

Carrots	☐	
Carrots Baby	☐	
Celery	☐	
Cucumbers	☐	
Green Peppers	☐	
Onions, Dry	☐	
Onions, Red 1	☐	
Potatoes, Red	☐	
Potatoes, Russet	☐	
Squash, Winter 1	☐	
Squash, Yellow Summer 1	☐	
Sweet Potatoes	☐	
Turnips	☐	
Corn	☐	
Cabbage Green	☐	
	☐	
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Commodity Acceptability Progress Report

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)

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

Code	Commodity	Problem Codes/No. Of Respondents (Click Mouse to Check All That Apply)							Additional Comments
		1	2	3	4	5	6	Total Respondents	
MEATS (Beef, Fish, Pork, Poultry)									
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		☐	☐	☐	☐	☐	☐		
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MEAT ALTERNATES (Beans, Cheese, Eggs/Egg Products, Peanut Products)									
		☐	☐	☐	☐	☐	☐		
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FRUITS/JUICES (Canned, Fresh, Frozen)									
		☐	☐	☐	☐	☐	☐		
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Commodity Acceptability Progress Report

Part IV – Product Improvements – Cont'd

Problem Code Table
(multiple codes may be used below – e.g. 1,2,3,4,5,6)

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

Code	Commodity	Problem Codes/No. Of Respondents (Click Mouse to Check All That Apply)							Additional Comments
		1	2	3	4	5	6	Total Respondents	
VEGETABLES (Canned, Fresh, Frozen)									
		☐	☐	☐	☐	☐	☐		
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		☐	☐	☐	☐	☐	☐		
GRAINS (Cereal, Cornmeal, Flour, Rice, Pasta Products)									
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		☐	☐	☐	☐	☐	☐		
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		☐	☐	☐	☐	☐	☐		
		☐	☐	☐	☐	☐	☐		
OTHER PRODUCTS (Butter, Milk, Syrup, Oils/Shortenings)									
		☐	☐	☐	☐	☐	☐		
		☐	☐	☐	☐	☐	☐		
		☐	☐	☐	☐	☐	☐		
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		☐	☐	☐	☐	☐	☐		

Commodity Acceptability Progress Report

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).**

A	B	C	D	E
ITEM	**NEW PRODUCT REQUESTED**	**PREFERRED FORM/ 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 HOUSEHOLDS REQUESTING THIS ITEM**
1				
2				
3				
4				
5				

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 .....

_____ Excellent _____ Satisfactory _____ Unsatisfactory _____ Total 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 .....

_____ Excellent _____ Satisfactory _____ Unsatisfactory _____ Total Respondents

11. General Comments/Recommendations – (Optional):

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	