

Food System Assessment Tool

Volume 1: Cherokee Nation / Northeastern Oklahoma

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Food System Assessment Tool

Introduction

Background

Communities, coalitions and advocates working on a wide range of issues such as anti-hunger, sustainable agriculture, public health, social justice, nutrition, city planning and economic development are increasingly recognizing the important role of the food system in reaching their own particular objectives. The “healthy community” movement has helped bring further attention to the connections between food environments, behavioral choices and health outcomes, and the need for a systems approach which crosses conventional lines between disciplines.

Community food security proponents have long advocated the needs and benefits of conducting community food assessments as a starting point for understanding and hopefully strengthening a local food system. Many of these assessments are often participatory and observational, involving a diverse mix of stakeholders coming together to learn about existing assets and gaps in their community’s food system.

While extremely beneficial and worthwhile, these community food assessments normally require several months of well planned activity and original research, often involving significant coordination to fully engage the community. However, these efforts can yield tremendous social capital through community ownership of assessment results and recommendations.

One common portion of a comprehensive community food assessment is gathering local data on demographics, farm production or health statistics from existing sources such as the U.S. Census Bureau, USDA or State Departments of Health. This type information can be helpful in gaining a better understanding of key food system components and their roles within the larger system, besides providing a baseline of indicators for measuring change and comparing with other places.

Whether the data is gathered as part of a comprehensive community food assessment, or as an initial stand alone activity, food policy councils or other entities can use these indicators in a variety of ways, such as gaining media attention and raising awareness about the local food system among coalition members, decision makers and the general public.

FSA Tool Creation

The need for a simple, concise and consistent process by which to gather local food system data and indicators spurred creation of the *Food System Assessment (FSA) Tool*. The *Tool* was conceived so that food policy councils and other local food advocates could quickly conduct objective and quantitative assessments of their county’s food system across the five primary sectors - food production, processing, distribution, consumption, and waste reduction/recovery.

The Cherokee Nation – Healthy Nation Program developed the *FSA Tool* in partnership with Sustainable Green Country and the Oklahoma Farm and Food Alliance, through funding provided by a grant from the Centers for Disease Control and Prevention. The overall project was aimed at assisting the formation of food policy councils within the fourteen county jurisdiction of the Cherokee Nation. Therefore, the *Tool* was designed to help advocates within the tribal nation gather county-level data about their local food systems; however, the *Tool* can also be used in its current form to gather the same indicators for any other county in Oklahoma -- or with a few minor modifications, counties in other states.

From thousands of different possible food system indicators within dozens of data sources and a few searchable databases, the design team selected a mix of indicators to help paint a picture of a county's food system, sector by sector. We've attempted to capture a broad cross section of a county's general population and other food system stakeholders, by focusing on key features and roles of those stakeholders within each sector of the food system. Other criteria for selecting indicators included reliability and accessibility of the data, and its proximity to the primary data source.

Our intent is for the *FSA Tool* to serve as a starting point for informing conversations and deliberations about the current food system, and its impacts upon stakeholders and the general population. This dialogue may lead to the need for additional specific data, studies or assessments. We also recognize that we have likely omitted or overlooked some indicators which others may consider important to their food system work, and we welcome any input from users or others within the food system assessment community.

Pre-Narrative Notes and Tips

The Food System Assessment Tool consists of two complimentary parts:

- The *Narratives* (one for each sector of the food system) guide you through the data collection process across a wide variety of indicators and data sources.
- The *Reporting Worksheet* is where you enter the data you've collected by following the *Narratives*.

Narratives

In previewing the *Narratives*, you will notice a series of step-by-step instructions for gathering specific indicators from a data source, identified at the beginning of each numbered *Narrative* section. In every case, users with internet access can go directly to the particular data source by clicking on the hyperlinked name of the source.

Instructions within the *Narratives* have been written primarily for PC users. Mac users will need to adapt their specific keypad or mouse actions accordingly, such as using two fingers on the touchpad in place of "right-clicking" or the process for accessing downloaded documents.

You will find that instructions for gathering data near the beginning of each *Narrative* include greater detail than those listed later in the *Narrative*. Reviewing the full guidance provided at the beginning may be necessary when resuming data gathering after extended breaks or when starting with indicators lacking that level of instruction.

Depending on the size of your computer monitor, and your ability to view two files at the same time, you may wish to print off portions of the *Narrative* for referring back to while performing the instructed tasks. But you will likely want to keep the *Narrative* open so you can easily access the web links for the data sources.

All of the *Narratives* direct users to the most current data sources available at the time of publication, although these sources are often one or two years old, and sometimes older, depending on how frequently the primary data source is updated.

Some of the data sources undergo changes intermittently in ways that may temporarily render the *Narratives* somewhat outdated in their specific guidance. If you encounter inconsistencies between a

Narrative's description and the actual data source, please let us know by following the “Contact” tab at the top of the *FSA Tool* page on the Oklahoma Farm and Food website.

Also, some data sources may be inaccurate in some way, and we encourage you to please contact the data source and to also let us know if a piece of data is incorrect for your county, by following the “Contact” tab.

Lastly, some sources such as directories may provide you an opportunity to add or update specific local information. One hopeful outcome of the *FSA Tool* is that community food advocates will be able to help add local knowledge about food system facilities, resources and other assets to these directories when possible.

Near the end of each numbered set of instructions within a sector's *Narrative*, you will be asked to find and record an indicator in the *Reporting Worksheet*. Before proceeding to do so, you may wish to bookmark, save and/or print the various data sources (web pages, reports, lists, etc) for your records and to help better understand or communicate with others about your findings.

Reporting Worksheet

Once a piece of data is obtained through using the *Narrative* guidance, users are instructed to record it in the corresponding tab of the *Reporting Worksheet* -- an excel document setup for easily entering and compiling all of the food system indicator data. The worksheets are arranged by food system sector (production, consumption, processing, etc.), for consistency with the *Narrative* guidance.

Some familiarity with Excel and the ability to navigate within and between a variety of internet websites will help to streamline this process. Here are a few tips for utilizing the worksheet:

- Each sector has its own worksheet page within the Excel document, listed in tabs across the bottom of the Excel page.
- You will enter data into the green-shaded boxes adjacent to each indicator listed in the respective worksheet for a sector.
- When entering data, it is not necessary to type \$, % or even commas, as each cell is formatted accordingly.
- If a data source lists a letter instead of a numerical value, please enter the letter (without parenthesis) into the worksheet.
- A few indicators on the *Reporting Worksheet* will be gathered from sources other than those used for the surrounding indicators. Leave those boxes empty until you reach the corresponding portion of the *Narrative* and subsequent data source(s).
- Each indicator has a Reference ID Number listed in the far left-hand column that corresponds to the numbered directions within the respective *Narrative*.
- For each indicator in the worksheet, there is a hidden comment containing the MLA citation for the respective data source, which can be viewed by moving the mouse pointer over the cell.
- To copy a citation from its comment box, right click on the cell, choose “edit comment,” select the text, then copy and paste wherever needed.
- When using these citations in your work, please note that you will need to add to the citation the specific date that you accessed the site.

Remember to save and periodically re-save the entire *Worksheet* file to an easily findable location on your computer. Once you've worked through all numbered instructions within a sector, review the *Worksheet* for any blank green cells that might have been missed. When the worksheet is full, celebrate its completion and share the results with others!

Food System Assessment Tool

Food Production Narrative – County

- 1) To gather number of farms, acreage and sales statistics at the **County level**, visit the [USDA Census of Agriculture - County Profile](#)¹
 - a) **Select your county** from the list by clicking on its name.
 - b) A new window will open displaying a 2 page *County Profile*. Save to file and print the report, if desired. Notice the columns on p.1 show the two most recent years of Ag Census data (collected every five years). Find the following data on p.1 under the **most recent year** available:
 - Number of Farms
 - Land in Farms
 - Crop Sales
 - Livestock Sales
 - Government Payments
 - c) **Record the County Name** in the green box at the top of the *Reporting Worksheet - Production*.
 - d) **Record the numbers** within the green-shaded boxes in the Reporting Worksheet next to the appropriate indicators. You only need to enter the number values, and not the commas or units (acres, \$).
 - e) From p. 2 of the *County Profile*, find the **Quantity and State Rank** for the sales value of these **commodities**:
 - Grains, oilseeds, dry beans and peas
 - Vegetables, melons, potatoes, and sweet potatoes
 - Fruits, tree nuts, and berries
 - Nursery, greenhouse, floriculture, and sod
 - Cut Christmas trees and short rotation woody crops
 - Other crops and hay
 - Poultry and eggs
 - Cattle and calves
 - Milk and other dairy products from cows
 - Hogs and pigs
 - Sheep, goats, and their products
 - Horses, ponies, mules, burros, and donkeys
 - Aquaculture
 - Other animals and other animal products
 - f) **Record the sales value quantity and state ranks** for each commodity group in the *Worksheet* next to the appropriate indicators, listed as “SALES.” Note that the sales figures listed under Quantity in the *County Profile* are in (\$1,000). Include the three additional zeros when entering this data in the worksheet (e.g. a sales value of 192 is \$192,000). However, you do not need to enter \$ or commas. If no value is provided, enter “0” in the worksheet.

- 2) To gather additional economic and farmer statistics from p. 2 of the *County Profile*,² find the section titled **Other County Highlights, Economic Characteristics**.
 - a) Under **Farms by value of sales**, find the **number of farms** (Quantity) for each sales category and **record them** in the Reporting Worksheet.
 - b) Next, **record the dollar value** for these three items in the Reporting worksheet:
 - Total farm production expenses (add additional zeros)
 - Net cash farm income of operation (add additional zeros)
 - c) Remember to add three additional zeros to these two figures
 - Average production expenses per farm, under Total farm production expenses (no additional zeros needed)
 - Average net cash farm income per farm, under Net cash farm income of operation (no additional zeros needed)

- d) Under **Operator Characteristics**, find and **record the Quantity** for
- Average age of principal operator (years), including the decimal
- 3) To find the number of farms and acreage producing forage and hay, and the number of farms producing grains at the County level, visit the [USDA – Quick Stats Query Tool](#)³
- The query tool on this page is capable of gathering multiple pieces of data within one search. Doing so requires selecting the desired combination of items within each box of lists (data fields). To choose more than one item within the same box, hold down the “Ctrl” key (or “Apple key” on a Mac) while clicking on each required item.
 - By not selecting any items from a data field, you are saying you want all of them.
 - Also, within a few seconds after selecting an item, the Quick Stats tool will refresh to show the new options available, based on the current combination of items selected in each box. You may select more than one item within a menu box before the tool refreshes, but you aren’t required to.
 - a) Under **Select Commodity, Program**, choose CENSUS
 - b) Under **Sector**, choose CROPS
 - c) Under **Group**, choose CROP TOTALS and FIELD CROPS (remembering to hold down the CTRL key when selecting the 2nd item)
 - d) Under **Commodity**, choose:
 - CROP TOTALS
 - FIELD CROPS, OTHER
 - GRAIN
 - HAY & HAYLAGE
 - Remember to hold the Ctrl key when selecting the 2nd and subsequent items
 - e) Under **Category**, choose AREA HARVESTED and SALES
 - f) Under **Data Item** (paying careful attention to the **exact** wording of each item), choose:
 - CROP TOTALS, ORGANIC – OPERATIONS WITH SALES
 - CROP TOTALS, ORGANIC – SALES, MEASURED IN \$
 - FIELD CROPS, OTHER, INCL HAY – OPERATION WITH SALES
 - GRAIN – OPERATIONS WITH SALES
 - HAY & HAYLAGE – ACRES HARVESTED
 - HAY & HAYLAGE – OPERATIONS WITH AREA HARVESTED
 - NOTE: If you accidentally choose the wrong item, you can also unselect it by pressing the Ctrl key while clicking on it. Also, whenever you select or unselect an item from a box, all items already selected in lower level boxes (those to the right and/or down the page) will be unselected.
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose COUNTY
 - i) Under **State**, choose OKLAHOMA
 - j) Under **County**, choose the proper county. It is not necessary to select an Ag District. (Please note: If your county does not appear in the selection box, then no value is available for the selected commodities and you should enter “0” in the worksheet where appropriate).
 - k) Under **Year**, select the most recent year available
 - l) Click **Get Data**. You should now see up to 6 rows of data (some counties will not have data for each of these items, and therefore fewer rows of data). However, if you have fewer than 6 rows, double check that you have properly chosen each of the items in all of the boxes as instructed above.
 - m) **Locate the data** in the column labeled “**Value**” at the far right of the data spreadsheet generated by Quick Stats. The first portion of each description listed under “**Data Item**” is also listed verbatim in the Reporting Worksheet, under the respective commodity (“Grains, oilseeds...”, “Other crops and hay”, “Organic crops”), where you already entered some data from step A.
 - n) At this point you can simply record the data from the screen, or save or print it. To save or print, click on **Spreadsheet** in the top right and open the data into a new excel spreadsheet, which you can then rename and save to your computer and/or print. If printing, you may wish to hide or delete unnecessary columns (by first right-clicking at the very top of the column).

- o) **Record the data** in the Reporting Worksheet, entering the value for each **data item** next to the appropriate indicator (“GRAIN – OPERATIONS WITH SALES”, “FIELD CROPS, OTHER, INCL HAY...”, “CROP TOTALS, ORGANIC” etc.), and in the proper Worksheet column under “**Quantity (\$)**” for sales; “**Acres**” or “**# of Farms.**”
 - p) NOTE: “Operation” means farm, and a **Value** of (D) indicates that the data could not be published due to too few operations completing the census survey, and the risk of disclosing an individual farm’s information. If the value is a letter, enter it into the worksheet as a capital letter **without** parentheses. If a commodity is not listed and therefore no value is provided for a commodity, enter “0” in the worksheet.
 - q) You can now go **Back** to the Quick Stats Query Tool and click the **Clear** button to conduct a new search.
- 4) To find the number of farms and acreage for fruit, vegetable and nut production at the County level → [USDA – Quick Stats Query Tool](#)⁴
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose CROPS
 - c) Under **Group**, choose
 - FRUIT & TREE NUTS
 - VEGETABLES
 - d) Under **Commodity**, choose:
 - BERRY TOTALS
 - NON-CITRUS TOTALS
 - TREE NUT TOTALS
 - VEGETABLE TOTALS
 - e) Under **Category**, choose:
 - AREA
 - AREA IN PRODUCTION
 - f) Under **Data Item**, choose:
 - BERRY TOTALS – ACRES
 - BERRY TOTALS – NUMBER OF OPERATIONS
 - NON-CITRUS TOTALS (EXCL BERRIES) – ACRES
 - NON-CITRUS TOTALS (EXCL BERRIES) – NUMBER OF OPERATIONS
 - TREE NUT TOTALS – ACRES
 - TREE NUT TOTALS – NUMBER OF OPERATIONS
 - VEGETABLE TOTALS, IN THE OPEN – ACRES IN PRODUCTION
 - VEGETABLE TOTALS, IN THE OPEN – OPERATION WITH AREA IN PRODUCTION
 - g) Under **Domain**, choose:
 - TOTAL
 - h) Under **Geographic Level**, choose:
 - COUNTY
 - Then choose OKLAHOMA, and the **specific county** for which you need data. It is not necessary to select an Ag District.
 - i) Under **Year**, choose the **most recent** year available, and wait for the screen to refresh, then click **Get Data**
 - j) You should now see up to 8 rows of data. Some counties will not have data for each of these items, and therefore fewer rows of data. However, if you have fewer than 8 rows, double check that you have properly chosen each of the items in all of the boxes as instructed above. Save and/or print if desired.
 - k) **Record the data** in the Reporting Worksheet for each commodity item under **acres** and **# of farms** (operations). If the value is a letter, enter it into the worksheet as a capital letter without parentheses. If a commodity is not listed and therefore no value is provided for a commodity, enter “0” in the worksheet.

- 5) To find the number of farms, acreage and square footage for nursery, floriculture and sod production at the County level → [USDA – Quick Stats Query Tool](#)⁵
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose CROPS
 - c) Under **Group**, choose HORTICULTURE
 - d) Under **Commodity**, choose
 - FLORICULTURE TOTALS
 - NURSERY TOTALS
 - SOD
 - e) Under **Category**, choose AREA HARVESTED, AREA IN PRODUCTION and SALES
 - f) Under **Data Item**, choose:
 - FLORICULTURE TOTALS – OPERATIONS WITH SALES
 - FLORICULTURE TOTALS – SALES, MEASURED IN \$
 - FLORICULTURE TOTALS, IN THE OPEN – ACRES IN PRODUCTION
 - FLORICULTURE TOTALS, UNDER PROTECTION – SQ FT IN PRODUCTION
 - NURSERY TOTALS – OPERATIONS WITH SALES
 - NURSERY TOTALS – SALES, MEASURED IN \$
 - NURSERY TOTALS, IN THE OPEN – ACRES IN PRODUCTION
 - NURSERY TOTALS, UNDER PROTECTION – SQ FT IN PRODUCTION
 - SOD – ACRES HARVESTED
 - SOD – OPERATIONS WITH SALES
 - SOD – SALES, MEASURED IN \$
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose:
 - COUNTY
 - Then choose OKLAHOMA, and the **specific county** for which you need data. (Again, if your county does not appear in the selection box, then no value is available for the selected commodities and you should enter “0” in the worksheet where appropriate).
 - i) Under **Year**, choose the most recent year available, and wait for the screen to refresh.
 - j) Click **Get Data**.
 - k) You should now see up to 11 rows of data. Then save and/or print if desired.
 - l) **Record the data** in the Reporting Worksheet, for each available commodity item under the proper columns for available data.
- 6) To find the number of farms and acreage for Christmas tree and short term woody crops at the County level → [USDA – Quick Stats Query Tool](#)⁶
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose CROPS
 - c) Under **Group**, choose HORTICULTURE
 - d) Under **Commodity**, choose:
 - CUT CHRISTMAS TREES
 - CUT CHRISTMAS TREES & SHORT TERM WOODY CROPS
 - SHORT TERM WOODY CROPS
 - e) Under **Category**, choose AREA IN PRODUCTION and SALES
 - f) Under **Data Item**, choose:
 - CUT CHRISTMAS TREES & SHORT TERM WOODY CROPS – OPERATIONS WITH SALES
 - CUT CHRISTMAS TREES – ACRES IN PRODUCTION
 - SHORT TERM WOODY CROPS – ACRES IN PRODUCTION
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose:
 - COUNTY
 - Then choose OKLAHOMA, and the **specific county** for which you need data. It is not necessary to select an Ag District

- i) Under **Year**, choose the most recent year available, and wait for the screen to refresh.
 - j) Click **Get Data**.
 - k) **Record the data** in the Reporting Worksheet.
- 7) To find the number of farms producing poultry and eggs within a County → [USDA – Quick Stats Query Tool](#)⁷
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose ANIMALS & PRODUCTS
 - c) Under **Group**, choose POULTRY
 - d) Under **Commodity**, choose
 - CHICKENS
 - EGGS
 - POULTRY TOTALS
 - e) Under **Category**, choose PRODUCTION and SALES
 - f) Under **Data Item**, choose
 - CHICKENS, BROILERS – OPERATIONS WITH SALES
 - CHICKENS, BROILERS – SALES, MEASURED IN HEAD
 - CHICKENS, BROILERS, PRODUCTION CONTRACT – OPERATIONS WITH PRODUCTION
 - EGGS, PRODUCTION CONTRACT – OPERATIONS WITH PRODUCTION
 - EGGS, PRODUCTION CONTRACT – PRODUCTION MEASURED IN DOZ
 - POULTRY TOTALS, INCL EGGS – OPERATIONS WITH SALES
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county. (It isn't necessary to choose and Ag District).
 - i) Under **Year**, choose the most recent year available, and wait for the screen to refresh, then click **Get Data**
 - j) **Record the data** in the Reporting Worksheet.
- 8) To find the number of farms producing cattle and calves within a County → [USDA – Quick Stats Query Tool](#)⁸
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose ANIMALS & PRODUCTS
 - c) Under **Group**, choose LIVESTOCK
 - d) Under **Commodity**, choose CATTLE
 - e) Under **Category**, choose
 - PRODUCTION
 - SALES
 - SALES FOR SLAUGHTER
 - f) Under **Data Item**, choose:
 - CATTLE, INCL CALVES – OPERATIONS WITH SALES
 - CATTLE, ON FEED – OPERATIONS WITH SALES FOR SLAUGHTER
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county.
 - i) Under **Year**, choose the most recent year available, then click **Get Data**.
 - j) **Record the data** in the Reporting Worksheet.
- 9) To find the number of farms producing milk and other dairy products within a County → [USDA – Quick Stats Query Tool](#)⁹
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose ANIMALS & PRODUCTS
 - c) Under **Group**, choose DAIRY
 - d) Under **Commodity**, choose MILK
 - e) Under **Category**, choose SALES

- f) Under **Data Item**, choose:
- MILK, INCL OTHER DAIRY PRODUCTS – OPERATIONS WITH SALES
- g) Under **Domain**, choose TOTAL
- h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county.
- i) Under **Year**, choose the most recent year available, then click **Get Data**.
- j) **Record the data** in the Reporting Worksheet.
- 10) To find the number of farms producing hogs within a County → [USDA – Quick Stats Query Tool](#)¹⁰
- a) Under **Program**, choose CENSUS
- b) Under **Sector**, choose ANIMALS & PRODUCTS
- c) Under **Group**, choose LIVESTOCK
- d) Under **Commodity**, choose HOGS
- e) Under **Category**, choose SALES
- f) Under **Data Item**, choose:
- HOGS – OPERATIONS WITH SALES
 - HOGS – SALES, MEASURED IN HEAD
- g) Under **Domain**, choose TOTAL
- h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county.
- i) Under **Year**, choose the most recent year available, then click **Get Data**.
- j) **Record the data** in the Reporting Worksheet.
- 11) To find the number of farms producing goats and sheep within a County → [USDA – Quick Stats Query Tool](#)¹¹
- a) Under **Program**, choose CENSUS
- b) Under **Sector**, choose ANIMALS & PRODUCTS
- c) Under **Group**, choose LIVESTOCK
- d) Under **Commodity**, choose
- GOATS
 - SHEEP
- e) Under **Category**, choose SALES
- f) Under **Data Item**, choose:
- GOATS – OPERATIONS WITH SALES
 - GOATS – SALES, MEASURED IN HEAD
 - SHEEP, INCL LAMBS – OPERATIONS WITH SALES
 - SHEEP, INCL LAMBS – SALES, MEASURED IN HEAD
- g) Under **Domain**, choose TOTAL
- h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county, and the most recent year available. (It isn't necessary to choose and Ag District). Click **Get Data**.
- i) **Record the data** in the Reporting Worksheet.
- 12) To find the number of farms producing horses, ponies, mules, burros and donkeys within a County → [USDA – Quick Stats Query Tool](#)¹²
- a) Under **Program**, choose CENSUS
- b) Under **Sector**, choose ANIMALS & PRODUCTS
- c) Under **Group**, choose SPECIALTY
- d) Under **Commodity**, choose EQUINE
- e) Under **Category**, choose SALES
- f) Under **Data Item**, choose:
- EQUINE, HORSES & PONIES – OPERATIONS WITH SALES
 - EQUINE, HORSES & PONIES – SALES, MEASURED IN HEAD
 - EQUINE, MULES & BURROS & DONKEYS – OPERATIONS WITH SALES
 - EQUINE, MULES & BURROS & DONKEYS – SALES, MEASURED IN HEAD
- g) Under **Domain**, choose TOTAL

- h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county, and the most recent year available. (It isn't necessary to choose and Ag District). Click **Get Data**.
- i) **Record the data** in the Reporting Worksheet.
- 13) To find the number of farms producing aquaculture within a County → [USDA – Quick Stats Query Tool](#)¹³
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose ANIMALS & PRODUCTS
 - c) Under **Group**, choose AQUACULTURE
 - d) Under **Commodity**, choose AQUACULTURE TOTALS
 - e) Under **Category**, choose SALES
 - f) Under **Data Item**, choose:
 - AQUACULTURE TOTALS – OPERATIONS WITH SALES
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county, and the most recent year available. (Again, it isn't necessary to choose an Ag District and if your county does not appear in the selection box, then no value is available for the selected commodities and you should enter "0" in the worksheet where appropriate). Click **Get Data**.
 - i) **Record the data** in the Reporting Worksheet.
- 14) To find the number of farms producing other animals and other animal products within a County → [USDA – Quick Stats Query Tool](#)¹⁴
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose ANIMALS & PRODUCTS
 - c) Under **Group**, choose LIVESTOCK and SPECIALTY
 - d) Under **Commodity**, choose:
 - BISON
 - DEER
 - ELK
 - HONEY
 - RABBITS
 - e) Under **Category**, choose PRODUCTION and SALES
 - f) Under **Data Item**, choose:
 - BISON – OPERATIONS WITH SALES
 - BISON – SALES, MEASURED IN HEAD
 - DEER – OPERATIONS WITH SALES
 - DEER – SALES, MEASURED IN HEAD
 - ELK – OPERATIONS WITH SALES
 - ELK – SALES, MEASURED IN HEAD
 - HONEY – OPERATIONS WITH PRODUCTION
 - HONEY – PRODUCTION, MEASURED IN LB
 - RABBITS, INCL PELTS – NUMBER OF SALES
 - RABBITS, INCL PELTS – OPERATIONS WITH SALES
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county, and the most recent year available. (It isn't necessary to choose and Ag District). Click **Get Data**
 - i) **Record the data** in the Reporting Worksheet.
- 15) To find the number of farms producing organic animals and animal products within a County → [USDA – Quick Stats Query Tool](#)¹⁵
- a) Under **Program**, choose CENSUS
 - b) Under **Sector**, choose ANIMALS & PRODUCTS
 - c) Under **Group**, choose ANIMAL TOTALS
 - d) Under **Commodity**, choose ANIMAL TOTALS

- e) Under **Category**, choose SALES
 - f) Under **Data Item**, choose:
 - ANIMAL TOTALS, ANIMALS ONLY, ORGANIC – OPERATIONS WITH SALES
 - ANIMAL TOTALS, ANIMALS ONLY, ORGANIC – SALES, MEASURED IN \$
 - ANIMAL TOTALS, PRODUCTS ONLY, ORGANIC – OPERATIONS WITH SALES
 - ANIMAL TOTALS, PRODUCTS ONLY, ORGANIC – SALES, MEASURED IN \$
 - g) Under **Domain**, choose TOTAL
 - h) Under **Geographic Level**, choose COUNTY then OKLAHOMA, and the specific county, and the most recent year available. (It isn't necessary to choose and Ag District). Click **Get Data**
 - i) **Record the data** in the Reporting Worksheet.
- 16) To find statistics on farms with direct sales to individual consumers, go to the [USDA Food Environment Atlas](#)¹⁶
- a) A map of the United States will appear
 - b) At the top of the map, **select Oklahoma** in the drop-down box under “Zoom to State:”
 - c) **Click on your county** (if needed, visit the [U.S. Census Bureau, Oklahoma County Selection Map](#)¹⁷ for a simple reference map of Oklahoma counties you may wish to print or save.)
 - d) A box will appear with a scroll-down bar. (**To scroll, click the arrows within the box**; if you use a scroll bar on your mouse (or two-finger scrolling on a Mac), it will cause the map to zoom out).
 - e) **Scroll down** until you see the following indicators (Use the most recent date available, if there is more than one listed):
 - Local Foods: # Farms with direct sales
 - Local Foods: % Farms with direct sales
 - Local Foods: % Farm sales \$ direct to consumer (most current year)
 - Local Foods: \$ Direct farm sales (This is listed in thousands of dollars, so you'll need to add three zeros (000) after the number listed.)
 - f) **Record the data** in the Reporting Worksheet. For percentages, enter the full decimal value provided, but you do not need to enter the % sign. If the percentage for any item is less than one, please enter a zero before typing the decimal (e.g. for .6%, enter “0.6”).
- 17) To find the number of community gardens in your area, go to the [ACGA Community Gardening Database](#).¹⁸
- a) A map of the U.S. will appear with a couple of boxes for entering search info.
 - b) In the box labeled “Where?” enter your county’s zip codes and click Search. (To identify zip codes and towns in your county, visit [HomeTownLocator](#).¹⁹ Scroll down and click on your county. On the next page, a list of Cities, Towns and Areas in your County will appear. Also, under **County Information**, click on **County ZIP Codes** and a list of Zip codes in your county will appear).
 - c) The map will zoom to your general area, although county lines are not shown on the map.
 - d) If needed, refer to the [U.S. Census Bureau, Oklahoma County Selection Map](#).²⁰ Or for a more detailed map of your county, visit the [University of Oklahoma – Center for Spatial Analysis](#)²¹ website, **select your County** from the second drop-down menu; and **click** on the map labeled “County School District Map.”
 - e) Determine how many gardens are listed in your county.
 - f) **Record this number** in the Reporting Worksheet
- 18) To find the number of school gardens in your area, go to the [KidsGardening School Garden](#)²² Search.
- a) Type Oklahoma into the window which says “Search NGA” and click APPLY.
 - b) Scroll through the list of schools with gardens to find any in your area.
 - c) If needed, refer to the [HomeTownLocator](#).²³ mentioned above and **record the number** of gardens in the Reporting Worksheet.

Food System Assessment Tool

Food Processing – County Level

- 1) To gather information on Food Manufacturing Establishments at the County level, visit the [U.S. Census Bureau - County Business Patterns](#)²⁴ website.
 - a) In the “View data in tables” box, **select Oklahoma** from the drop-down box next to “U.S., States and Counties.” **Click “Go.”**
 - b) In the drop-down menu under **Areaname** at the top of the page, select your **County**. Verify that “Oklahoma” and the most recent year are already selected.
 - c) Make sure that the “**Without noise flag**” is selected. **Click “Go.”**
 - d) **Scroll down** to find “**Manufacturing**” in the “NAICS code description” column.
 - e) **Click on the “Detail”** button to the left of “Manufacturing.”
 - f) **Locate “Food Manufacturing”** in the “NAICS code description” column.
 - g) Find the number listed in “**Total Establishments**” column on **the far right** of the page.
 - h) **Record this number** in the Reporting Worksheet next to the appropriate indicator.
 - NOTE: The NAICS code for Food Manufacturing is 311, and the other numbers which follow it in the listings under the “NAICS code” column provide more detail about the specific type of food manufacturing conducted. The description listed next to the 6-digit number(s) beginning with 311 under the “NAICS code” column offers the most detail about each food manufacturing establishment counted in the total above.
 - i) Within the green box(s) on the Worksheet, **type-in** the actual **description** listed next to each 6-digit code, and **record** the number listed under **Total Establishments** for that NAICS code / description. You may not need to use all green boxes provided, or you may have to add more.

- 2) “Made in Oklahoma” Food Establishments, **County level** → visit the [Made in Oklahoma Company Directory](#)²⁵ website.
 - a) **Select your County** from the drop-down menu. (You DO NOT have to Select a City or enter any other information). **Click “Search.”**
 - b) **Scroll down** to see a list of Food Establishments in your area.
 - c) **Count the number** of food-related establishments and **record** it in the Reporting Worksheet.
 - d) You can click on the name of the company to see a list of their products and other information. (Please note: Only include the establishments that sell edible products).

- 3) Commercial Kitchen Facilities for Rental, **County level** → visit the [Culinary Incubator](#)²⁶ website.
 - a) **Select Oklahoma** using the drop-down box at the top of the map.
 - b) **Scroll down**. Below the map you will see a column entitled, “Kitchen List.” Notice the name of the organization and the location are listed.
 - c) You can click on the name of the listing for more information.
 - d) **Count the number** of facilities listed in your county, if any, and **record** this number in the Reporting Worksheet.
 - NOTE: At the time of publication, no kitchens were listed in northeast Oklahoma, but this source is included in hopes of encouraging additional future listings.

Food System Assessment Tool

Food Distribution – County Level

- 1) To gather information on Household Food Insecurity at the County level, visit the [Feeding America – Map the Meal Gap](#)²⁷ website.
 - a) At the top of the map, click on the “**CHILD – Food Insecurity Rates**” Tab, next to “OVERALL Food Insecurity Rates. “
 - b) **Click** on Oklahoma in the map.
 - c) The map will zoom in to Oklahoma. **Hover your mouse** over your County (if you do not know which county is yours, visit the [U.S. Census Bureau, Oklahoma County Selection Map](#)²⁸ to locate your county). to see the following statistics in the box above your mouse pointer:
 - Overall Food Insecurity Rate (%)
 - Food Insecure People (#)
 - Child Food Insecurity Rate (%)
 - Food Insecure Children (#)
 - d) **Record** these numbers next to the appropriate indicators in the Reporting Worksheet.

- 2) Healthy Food Access: County Level → Visit the [County Health Rankings](#)²⁹ website.
 - a) **Click** on Oklahoma and the map will zoom in.
 - b) **Click** on your County.
 - c) **Scroll down** toward the bottom of the page and find “**Limited Access to Healthy Foods,**” under “Physical Environment.”
 - d) **Record** the number in the green box on the Worksheet next to “Zip codes with limited access to a healthy food outlet.”

- 3) Healthy Food Access: County Level → Visit the [USDA Economic Research Service – Food Desert Locator](#)³⁰ website.
 - a) **Click** on the zoom bar near the “+” a couple times to zoom in. Then **click and drag** the map to center on Oklahoma.
 - b) Continue **zooming and dragging** to locate your county.
 - c) **Count** the number of **highlighted census tracts** in your county and **record** in the worksheet next to “Census tracts considered Food Deserts.”

- 4) Food Stores and Restaurants: County Level → Visit the [USDA Economic Research Service – Food Environment Atlas](#)³¹ website.
 - a) **Click “Enter Atlas.”** A map of the United States will appear (sometimes this website can be especially slow to load or refresh).
 - b) At the top of the map, **select Oklahoma** in the drop-down box under “Zoom to State:”
 - c) **Click on your county** (if you do not know which county is yours, visit the [U.S. Census Bureau, Oklahoma County Selection Map](#)³² to locate your county).
 - d) **Scroll down** until you see the following indicators (**Use the most recent date available**, if there is more than one listed. **To scroll, click the arrows within the box**; if you use a scroll bar on your mouse (or two-finger scrolling on a Mac), it will cause the map to zoom out):
 - Availability: # Grocery Stores
 - Availability: # Supercenters and club stores
 - Availability: # Convenience stores no gas
 - Availability: # Convenience stores with gas
 - Availability: # Specialized food stores
 - Availability: # SNAP-authorized stores
 - Availability: # WIC-authorized Stores
 - Availability: # Fast-food restaurants
 - Availability: # Full-service restaurants
 - e) **Record** these number in the Worksheet

- 5) SNAP Authorized Markets and Meal Providers: County level → Visit the [Oklahoma Department of Human Services – Farmer’s Markets](#)³³ website.
 - a) A list of Farmer’s Markets that accept the Access Oklahoma card (for SNAP benefits) will appear.
 - b) **Scroll down and count** the number of Farmer’s Markets listed in your City/County. (To identify zip codes and towns in your county, visit [HomeTownLocator](#).³⁴ Scroll down and click on your county. On the next page, a list of Cities, Towns and Areas in your County will appear. Also, under **County Information**, click on **County ZIP Codes** and a list of Zip codes in your county will appear).
 - c) **Record** this number in the Worksheet.

- 6) WIC Authorized Markets: County level → Visit the [Oklahoma State Department of Health – WIC Farmers’ Market Information](#)³⁵ website.
 - a) **Click on** “Authorized Farmers Markets”
 - b) Once downloaded, **open** the excel file, if it doesn’t open automatically.
 - c) **Find and click** on your **county** in the tabs listed across the bottom of the spreadsheet, using the arrow buttons in the far bottom left corner.
 - d) **Count and record** the number of farmers’ markets, number of farms per farmers’ market and number of roadside stands listed. (Note: If there are farms selling at multiple farmers’ markets, please count each farm only once).
 - e) If your county isn’t listed in the tabs across the bottom, then no farms are currently authorized to accept WIC in your county.

- 7) Food Distributors: County level → Visit the [U.S. Census Bureau – County Business Patterns](#)³⁶ website.
 - a) In the “View data in tables” box, **select Oklahoma** from the drop-down box next to “U.S., States and Counties.” **Click “Go.”**
 - b) In the drop-down menu under **Areaname** at the top of the page, select your **County**. Verify that “Oklahoma” and the most recent year are already selected.
 - c) Make sure that the “**Without noise flag**” is selected. **Click “Go.”**
 - d) **Scroll down** to find “**Whole Sale Trade**” in the “NAICS code description” column.
 - e) **Click on the “Detail”** button to the left of “Whole Sale Trade.”
 - f) **Locate** the following indicators in the NAICS code description column:
 - Grocery and related product merchant wholesalers (NAICS code: 4244)
 - Fresh fruit and vegetable merchant wholesalers (NAICS code: 42448) (*Please note: not every County will have this indicator available*)
 - g) If either or both codes / descriptions are available, find the number listed in “**Total Establishments**” column on **the far right** of the page.
 - h) **Record this number** in the Reporting Worksheet next to the appropriate indicator.

- 8) Fruit and Vegetable Wholesalers: County level → Visit the [Manta Company Listings](#)³⁷ website.
 - a) In the **blue bar at the top** of the page, **hover your mouse** over “U.S. Companies.”
 - b) A list of States will appear; **click on Oklahoma**.
 - c) **In the search box** at the top of the page, **type in** “fruit and vegetable wholesalers.” **Wait** to hit Search.
 - d) Directly below the search box, **select** “Search only in Oklahoma;” **click “Search.”**
 - e) A list of wholesale distributors will appear.
 - f) At the bottom of the page, below the list, **click on Oklahoma** next to “See all cities for Oklahoma.”
 - g) After the page refreshes, **scroll down** to the list of towns and cities at the bottom of the page, and select any/all towns from your county and count the number of businesses listed in your County. (To determine which towns are in your county, visit [HomeTownLocator](#),³⁸ mentioned above).
 - h) **Record the total number** from all towns and cities in the Worksheet.

- 9) OK Food Co-op pickup locations: County level → Visit the [Oklahoma Food Cooperative](#)³⁹ website.
 - a) Use the map or the list of towns to determine the number of drop-off locations in your county. (Again, you may use the [HomeTownLocator](#)⁴⁰ page mentioned above to find a list of towns/cities in your county).
 - b) **Record the total number** of Co-op pickup locations in your county in the Worksheet

- 10) Farmers' Markets: County level → Visit the [Oklahoma Agritourism](#)⁴¹ website.
 - a) In the black box to the right of the map, select your **County and Adventure Type** (select “**Farmers Markets**”) from the drop-down menus; click “**Submit.**”
 - b) Icons will appear on the map and a list will appear below the map.
 - c) **Count** the number of Farmers' Markets listed and **record** it in the Worksheet. (Please note: some markets listed may not be in your county. To check which towns/counties are in your county, visit [HomeTownLocator](#)).⁴²

- 11) Farm to School Projects: County and District level → Visit the [Oklahoma Farm to School](#)⁴³ website.
 - a) Use the alphabet across the top of the page to find which School Districts in your County are participating in Farm to School programs. In addition, notice that in the left margin of the page there is a list of School Districts participating in Farm to School; scroll through this list to see if any school districts in your county are listed here as well. (To download a map and list of School Districts in your county, **visit** the [University of Oklahoma – Center for Spatial Analysis](#)⁴⁴ website, **select your County** from the second drop-down menu; and **click** on the map labeled “County School District Map.”)
 - b) **Record** the number of districts participating in the Worksheet

- 12) Community Supported Agriculture projects: County level → Visit the [Local Harvest](#)⁴⁵ website.
 - a) In the box to the right of the map, **select** “**CSA,**” then “**All CSAs,**” and **type in a city** within the county of interest..
 - b) **Click** “**Search.**”
 - c) You may need to zoom out on the map to see a list of CSAs below the map. **Count** the number of farms offering CSAs within your county and **record** this number in the Worksheet.

- 13) Hunger Relief Programs: County level → Visit the [Community Food Bank of Eastern Oklahoma](#)⁴⁶ website.
 - a) **On the right side of the page,** locate the box called “Member Agency Forms.”
 - b) **Click** on “List of Member Agencies.”
 - c) A box may appear, asking if you want to Save or Open the file; **select** “**Save,**” if the file did not open automatically. When it's finished downloading, **open the file.** (The file is a .ashx file and your computer may ask you to specify which program you want to use. Select Adobe Reader or another similar program.)
 - d) **Scroll down** to locate your County.
 - e) **Count** the number of Partner Programs listed and **record** this number in the Worksheet.

Food System Assessment Tool

Food Consumption/Public Health – County and School District Levels

- 1) To gather population, education, and poverty statistics at the **County level**, visit the [U.S. Census Bureau – Quick Facts](#)⁴⁷ website.
 - a) **Select your county** using the drop-down box provided and **click “Go”**
 - b) Notice that two columns appear on the right, one is for your County and the other is for the State. Make sure to pay attention to which column you are focusing on: **County or State.**
 - c) Scroll through the data to find the following statistics for your **County**:
 - Population (most recent year)
 - White persons, percent
 - Black persons, percent
 - American Indian and Alaska Native persons, percent
 - Asian persons, percent
 - Native Hawaiian and Other Pacific Islander, percent
 - Persons reporting two or more races, percent
 - Persons of Hispanic or Latino origin, percent
 - High school graduates, percent of persons age 25+
 - Households
 - Persons below poverty level, percent
 - Land area in square miles (near bottom of list)
 - d) **Record the numbers** for your **county** in the **Reporting Worksheet** next to the appropriate indicators. Enter the full decimal value provided, but you do not need to enter the % sign. If the percentage for any item is less than one, please enter a zero before typing the decimal (e.g. for .6%, enter “0.6”). Also, if a letter value is listed in the Quick Facts data, enter the letter into the worksheet.

- 2) Unemployment Rate and Income: **County level** → Visit the [USDA Economic Research Service](#)⁴⁸ website.
 - a) You will see a table with unemployment rates for the State and Counties within the State. **Scroll down to find your county.**
 - b) Use the data from the **most recent year available** for the following indicators:
 - Unemployment rate, percent
 - Median Household Income
 - c) **Record the numbers** in the Worksheet next to the appropriate indicators. You do not need to enter \$ signs or commas.

- 3) Fruit and Vegetable Consumption, Obesity and Diabetes: **County level** → Visit the [Oklahoma State Department of Health – County Report Cards](#)⁴⁹
 - a) **Click on** the most recent year’s **State Health Report.**
 - b) Click on **County Report Cards**, in the group of links near the bottom of the web page.
 - c) Once downloaded, **open** the county report cards file, if it doesn’t open automatically.
 - d) Counties are listed in alphabetical order. **Scroll down** to find your county.
 - e) Under the **“Current”** column in the large white box, **find and record** the following indicators:
 - Fruit/Vegetable Consumption (%)
 - Obesity (%)
 - Diabetes Prevalence (%) (**Make sure** you are looking under “Disease Rates” and **NOT** under “Leading Causes of Death”)

- 4) Food Expenditures: **Regional level** → Visit the [Bureau of Labor Statistics](#)⁵⁰ website.
 - a) **Scroll down** to the most recent years available: “Region and Area Tables.”
 - b) Next to “Region of residence,” click on “(PDF)”
 - c) Once downloaded, **open** the “region.pdf” file, if it doesn’t open automatically.
 - d) Under the column titled **“South”** at the top of the first page.
 - e) **Scroll down to find and record** the following indicators:

- Food
 - Food at home
 - Fruits and vegetables
 - Food away from home
- 5) **Diet-related Health Care Costs: County Level** → Visit the [Oklahoma State Department of Health - County Health Profiles](#)⁵¹ website.
- a) **Click on your county** in the list provided
 - b) Once downloaded, **open** the .pdf file, if it doesn't open automatically.
 - c) The information on Obesity, Diabetes, and Cardiovascular Disease-related Health Care Costs can be found in the section entitled, "**Health Care Cost Summary.**" (This is usually on page 9, but differs slightly depending on your county).
 - d) **Find the Total** annual dollar amount under each indicator, and **Record** them on the Worksheet:
 - Cardiovascular Disease (Heart Disease)
 - Obesity
 - Diabetes
- 6) **Supplemental Nutrition Assistance Program (SNAP): County level** → Visit the [Oklahoma Department of Human Services](#)⁵² – Monthly Statistical Bulletin website.
- a) **Click** on the most recent Year and Month available
 - b) **Scroll down and click** on the link (Table 33) next to: "Supplemental Nutrition Assistance Program (Food Stamps) By Cases, Recipients, Values and County"
 - c) Once downloaded, **open** the excel file, if it doesn't open automatically.
 - d) **Scroll down to locate your county and record** the following information:
 - Month and Year from which the data are reported
 - Monthly Number of Recipients (located in the "Recipients" column)
 - Monthly Total Benefits (located in the "Value" column)
 - Avg Benefit per person (from the "Average Payment Per Person" column)
- 7) **The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC): County level** → Visit the [Oklahoma State Department of Health – WIC Caseload Data](#)⁵³ website.
- a) Under "Calendar Year," click on the most recent month and year available.
 - b) You may get a message asking if you would like to Save or Open the file. If so, **choose** "Save" and then **open** the document once it is downloaded, if it doesn't open automatically.
 - c) **Scroll down** to find your county
 - d) **Find** the number under the last column entitled "**ACT AVG CASELOAD,**" this is the indicator:
 - Month and Year from which the data are reported
 - Average Monthly Number of Total Participants
 - e) **Record** it in the Worksheet
- 8) **WIC redemptions and School Meals: County level** → Visit the [USDA Economic Research Service – Food Environment Atlas](#)⁵⁴ website.
- a) A map of the United States will appear
 - b) At the top of the map, **select Oklahoma** in the drop-down box under "Zoom to State:"
 - c) **Click on your county** (if you do not know which county is yours, visit the [U.S. Census Bureau, Oklahoma County Selection Map](#)⁵⁵ to locate your county).
 - d) A box will appear with a scroll-down bar
 - e) **Scroll down** until you see the following indicators (Use the most recent date available, if there is more than one listed. **To scroll, click the arrows within the box;** if you use a scroll bar on your mouse (or two-finger scrolling on a Mac), it will cause the map to zoom out):
 - "Food Assistance: WIC \$ redemptions"
 - "Food Assistance: % Students free-lunch eligible"
 - "Food Assistance: % Students reduced-price-lunch eligible"

- f) **Record** it in the Worksheet
- 9) **Child Poverty: County level** → Visit the [U.S. Census Bureau, Small Area Income and Poverty Estimates](#)⁵⁶ website.
- A map of the United States should appear. There are three drop-down menus in the upper left corner for Year, Geography, and Location.
 - Select the most recent year** from the Year drop-down menu
 - Select “County”** from the Geography drop-down menu
 - Select Oklahoma** from the Location drop-down menu
 - Click **“Go”**
 - Select **“Percent in poverty, Under age 18,”** from the drop-down menu to the left of the map.
 - Scroll** to the bottom of the page to find the list of Counties.
 - Find your County** and record the number listed under the **“Estimate”** column into the appropriate box at the bottom of the Worksheet.
 - Next, scroll back up and select, **“Percent in poverty, ages 5-17 in families,”** from the drop-down menu to the left of the map.
 - Move the pointer** over your county on the map or **Scroll** to the bottom of the page to find the list of Counties.
 - Find your County** and record the number under the **“Estimate”** column.
- 10) **School Meals, Total Students, and Student Poverty Rate: District level**
- To access a map and list of the School Districts in your county, visit the [University of Oklahoma – Center for Spatial Analysis](#)⁵⁷ website.
 - In the **second** Drop-down box on the page, **select your County**.
 - Scroll down** and click on the map image next to and **slightly above “County School District Map.”**
 - A document will automatically start downloading. Use this map as a tool to determine the names of School Districts in your County. The “Ad Valorem” map legend in the lower left corner of the page includes an alphabetical listing of all school districts in the county.
 - At the bottom of the **Reporting Worksheet**, type the name of each district in alphabetical order, into a separate green box on each line.
 - For School Meal information at the District level, visit the [New America Foundation – Federal Education Budget Project](#)⁵⁸ website.
 - In the top right corner there is a search box; type the name of your school district(s) into the box and select the appropriate district and state that appears in the pop-up menu
 - Scroll down** to “Demographics” section to find the indicators:
 - Total Students (#)
 - Free and Reduced Price Lunch Enrollment (%)
 - Student Census Poverty Rate (%)
 - Under “Free and Reduced” in the Reporting Worksheet, **Record the black number** that appears in the column under **the most recent year** available. (The gray number is the state average).

Food System Assessment Tool

Waste Recovery – County Level

- 1) To gather information on Commercial Composting Facilities at the **County level** visit the FindAComposter.com⁵⁹ website
 - a) Under “**Search by Location**,” enter **Oklahoma**.
 - b) Under “Other,” **select** all boxes available (some will appear as you click) and **click**, “**Go**.”
 - c) A map of the state will appear. Click on the numbered tab(s) on the map to view the address and details of any facilities in your area. Use the zoom feature in the top left corner of the map if you need a closer view.
 - d) You can also see the details about each numbered facility at the bottom of the page.
 - e) If you are unsure whether or not a facility is in your county, visit [HomeTownLocator](http://HomeTownLocator.com).⁶⁰ Scroll down and click on your county. On the next page, under **(your) County Information**, you will see a list of incorporated and other populated places in the county, with which you can look for the facility location.
 - f) **Count** the number of facilities in your County and **record** it in the Worksheet. (Please note, this is not a comprehensive list and there is a possibility that none will appear).

- 2) Composting Sources: County level → Visit the [US Composting Council](http://USCompostingCouncil.com)⁶¹ website
 - a) **Scroll** down below the map; **select** Oklahoma from the drop-down menu under “Search by State;” **click** “Search.”
 - b) A list of Composting Companies will appear. Count the number of facilities in your County (you can use [HomeTownLocator](http://HomeTownLocator.com)⁶² to determine if the cities listed are in your county) and **record it in the Worksheet**. (Please note, this is not a comprehensive list and there is a possibility that none will appear).

- 3) Recycling Facilities: County level → Visit the [OK Dept. of Environmental Quality - Recyclers by County](http://OKDeptOfEnvironmentalQuality.com)⁶³ website
 - a) **Click on your county** on the map. (The names of some counties will appear as your mouse hovers over them).
 - b) An alphabetical list of known recycling facilities within the county will appear. The **Materials accepted** are listed at the bottom of each location. (To see a full list of recyclable items: A legend for the materials is at the very top of the list of counties).
 - c) Count the number of facilities accepting **one or more** types of food packaging materials or compostable items including:
 - ABC – Aluminum Beverage Containers
 - AL – Aluminum
 - BKB – Brown Kraft Paper Bags
 - GL – Glass
 - OCC – Corrugated Cardboard
 - PL – Plastic
 - TC – Tin Cans
 - YW – Yard Waste
 - d) **Enter the total** number of locations **in the Worksheet**.

- 4) Carton Recycling: County level → Visit the [Carton Council](http://CartonCouncil.com)⁶⁴ website
 - a) Select your county from the map to see if any recycling locations are listed in your county.
 - b) Record the number of locations in the Reporting Worksheet.
 - NOTE: At the time of publication, very few facilities were listed in northeast Oklahoma, but this source is included in hopes of encouraging additional future listings.

Food Production

¹ United States Department of Agriculture. *Census of Agriculture, Census Publications: Oklahoma County Profiles*. USDA/NASS, n.d. Web. (Date Accessed).

<http://www.agcensus.usda.gov/Publications/2007/Online_Highlights/County_Profiles/Oklahoma/>

² USDA, *Census of Agriculture*.

³ National Agricultural Statistics Service. *Quick Stats*. USDA/NASS, n.d. Web. (Date Accessed).

<http://quickstats.nass.usda.gov/?source_desc=CENSUS>

⁴ USDA/NASS, *Quick Stats*.

⁵ USDA/NASS, *Quick Stats*

⁶ USDA/NASS, *Quick Stats*

⁷ USDA/NASS, *Quick Stats*.

⁸ USDA/NASS, *Quick Stats*

⁹ USDA/NASS, *Quick Stats*

¹⁰ USDA/NASS, *Quick Stats*

¹¹ USDA/NASS, *Quick Stats*

¹² USDA/NASS, *Quick Stats*

¹³ USDA/NASS, *Quick Stats*

¹⁴ USDA/NASS, *Quick Stats*

¹⁵ USDA/NASS, *Quick Stats*

¹⁶ Economic Research Service. *Food Environment Atlas*. USDA, n.d. Web. (Date Accessed).

<<http://maps.ers.usda.gov/FoodAtlas/>>

¹⁷ United States Census Bureau. *State & County Quickfacts: Oklahoma County Selection Map*. USCB, n.d. Web. (Date Accessed). <http://quickfacts.census.gov/qfd/maps/oklahoma_map.html>

¹⁸ American Community Garden Association. *Local Harvest*. ACGA, n.d. Web. (Date Accessed).

<<http://acga.localharvest.org/>>

¹⁹ Home Town Locator. *Oklahoma HomeTownLocator*. HTL, Inc., 2012. Web. (Date Accessed).

<<http://oklahoma.hometownlocator.com/>>

²⁰ United States Census Bureau. *State & County Quickfacts: Oklahoma County Selection Map*. USCB, n.d. Web. (Date Accessed). <http://quickfacts.census.gov/qfd/maps/oklahoma_map.html>

²¹ “County School District Map.” *Center for Spatial Analysis*. University of Oklahoma, 2004-07. Web. (Date Accessed). <<http://geo.ou.edu/MapsFrame.htm>>

²² Kids Gardening. *School Garden Search*. National Garden Association, 1999-2012. Web. (Date Accessed).

<<http://www.kidsgardening.org/groups/school-garden-search>>

²³ Home Town Locator.

Food Processing

²⁴ United States Census Bureau. *County Business Patterns*. United States Department of Commerce, 17 May 2012. Web. (Date Accessed). <<http://www.census.gov/econ/cbp/index.html>>

²⁵ Oklahoma Department of Agriculture, Food and Forestry Market Development Services Division. *Made in Oklahoma*. ODA, 2007. Web. (Date Accessed). <<http://mio.elementfusion.com/CompanySearch.aspx>>

²⁶ Culinary Incubator. *Incubator Map*. CI, 2012. Web. (Date Accessed).

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Food Distribution

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