

Overview Completing the CSFP Inventory Calculator 3.0

This Inventory Calculator is intended for use by USDA Food and Nutrition Service (FNS) Regional Office (RO) staff. It may also be used by CSFP State agency staff as an optional tool to monitor inventory levels. The Inventory Calculator combines data submitted by States on the FNS-153 with Web-Based Supply Chain Management (WBSCM) food orders to provide an estimated State inventory level. Recommended inventory levels are 2 to 2 1/2 months by food category.

<u>STEP 1</u>

Open the Inventory Calculator. Save the Inventory Calculator as "CSFP Inventory Calculator–State Name–MM-YY."

STEP 2

Save, copy, and paste the latest State-level FNS-153 from the Food Programs Reporting System (FPRS) or the National Databank (NDB) into the "FNS-153" tab of the Inventory Calculator workbook.

<u>STEP 3</u>

For States receiving Direct Shipment Orders - save, copy, and paste the WBSCM Delivery Order Status Report (beginning on the 1st day following the FNS-153 previously copied going through the last day of the Inventory Calculator report month) into the "Directs" tab of the Inventory Calculator workbook.

<u>STEP 4</u>

For States receiving Multi-Food Shipment Orders - save, copy, and paste the WBSCM Multi-Food Requisition Report (beginning on the 1st day following the FNS-153 previously copied going through the last day of the Inventory Calculator report month) into the "Multis" tab of the Inventory Calculator workbook.

FNS Regional Offices should continue to use the RO WBSCM Workaround Instructions to complete this step. See *Appendix A*.

<u>STEP 5</u>

Complete all fields in yellow and optional fields, as described in the Detailed Instructions below.

<u>STEP 6</u>

For FNS ROs, check your data, save, and email the completed Inventory Calculator to <u>CSFPInventories@fns.usda.gov</u> by the 10th day after the end of the Inventory Calculator report month.

	entory Calculator 3.0 Due Distribution Division (FDI	
Inventory Calculator Report Month	FNS-153 (Use Latest Available)	Inventory Calculator Due Date to FDD
February	November or December	March 10
April	January or February	May 10
June	March or April	July 10
August	May or June	September 10
October	July or August	November 10
December	September or October	January 10



Detailed Instructions Completing the CSFP Inventory Calculator 3.0

<u>STEP 1</u>

Open the Inventory Calculator. Save the Inventory Calculator as "CSFP Inventory Calculator-State Name-MM-YY."

EXAMPLE: "CSFP Inventory Calculator-Iowa-08-11"

STEP 2

Save, copy, and paste the latest State-level FNS-153 from FPRS or NDB into the "FNS-153" tab of the Inventory Calculator workbook.

RO and State staff should currently have access to either FPRS or NDB. Please identify and use these staff to access these databases because user licenses are limited. Either database will work for the Inventory Calculator.

- **A. FPRS:** To obtain FNS-153 through FPRS, follow these steps:
 - 1. Select Online Forms.
 - 2. Select Expert Search.
 - **3.** Select the following options:

Program:	CSFP - Commodity Supplemental Food Program							
Form:	FNS-153							
Location:	Select State Level from the first dropdown menu. Then select the State from the second dropdown							
	menu.							
Time Range:	Select Fiscal Yearly level from the first dropdown menu. Then select current Fiscal Year (FY) from the second dropdown menu.							
Submission Status:	Select Posted .							

4. Select List.

5. Click on the **Excel** link for the latest available FNS-153 (see **Figure 1**). In general, this will be from 2-3 months prior.

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Figure 1

- **6. Save the FNS-153** as a Microsoft Excel workbook separately from the Inventory Calculator.
- B. NDB: To obtain FNS-153 through NDB, follow these steps:
 - 1. Select Form View.
 - 2. Select Forms.
 - 3. Select the following options:

Program:	CSFP - Commodity Supplemental Food Program									
Form:	FNS-153 - Monthly Report of the CSFP and Quarterly									
	Administrative Financial Status Report									
State:	Select State from dropdown menu - Although separate State agencies, Red Lake and Oglala Sioux fall under									
	Minnesota and South Dakota, respectively.									
Agency Code:	Select State agency/ITO. There may only be one									
	option. See above regarding Red Lake and Oglala Sioux.									
For Operating Period:	Select current FY . Then select the latest available month.									

4. Select Search.

5. Select the latest available FNS-153 (see **Figure 2**). In general, this will be from 2-3 months prior.

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Figure 2

- **6. Save the FNS-153** as a Microsoft Excel workbook separately from the Inventory Calculator.
- C. Open the Microsoft Excel FNS-153 you just saved, and right-click on the top lefthand corner of the worksheet, <u>to the left of Column A, above Row 1</u>. The entire worksheet will highlight. Select Copy (see Figure 3).

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D. On the Inventory Calculator workbook, select **FNS-153** from the tabs on the bottom left. You will now see a blank Microsoft Excel worksheet.

E. Right-click on the top left-hand corner of the blank worksheet and select **Paste** (see **Figure 4**).

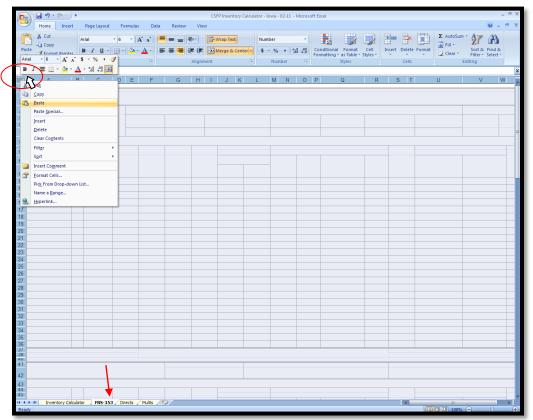


Figure 4

The FNS-153 data you previously copied should appear on the screen. There should <u>not</u> be any empty columns on the far left-hand side of this worksheet.

<u>STEP 3</u>

For States receiving Direct Shipment Orders - save, copy, and paste the WBSCM Order Status Report (beginning on the 1st day following the FNS-153 previously copied going through the last day of the Inventory Calculator report month) into the "Directs" tab of the Inventory Calculator workbook. Be sure to copy and paste all columns and rows.

- A. Access WBSCM.
- B. Select Reports.
- C. Select Order Processing.
- **D.** Select the **Order Status Report**. When the Order Status Report screen appears, select the following options, and leave all other fields blank.

Program:	CSFP
Req. Delivery	Select the 1 st day following FNS-153 month to last day
Date:	of the Inventory Calculator Report Month (MM/DD/YYYY
	 use calendar feature on the right-hand tab, next to

	each field).
Sold-To Party:	Enter State Agency/ITO WBSCM Code (e.g., 4000457).
	See note below for details on finding this code.
Status:	Click on the diamond. Select " Unequal to ." Enter E0002.

Note: See **Appendix B** for WBSCM Sold-To Party codes in alphabetical order by State agency. To ensure that you have the latest list, you may wish to access the crosswalk at <u>http://www.fns.usda.gov/fdd/WBSCM/default.htm</u> and click on the "ECOS Codes to WBSCM BP ID (SDA, RA, & COOP)" link.

ROs must use the last day of the Inventory Calculator report month to represent the end of the delivery period range. However, State agencies may select any future date, provided it matches the "to" end date provided on the Inventory Calculator.

The user should be reasonably certain that all direct orders for the Inventory Calculator report month have been placed before pulling the **Order Status Report**. Users may wish to wait until the 15th or later of the Inventory Calculator report month to pull the Order Status Report.

E. Select Execute (see Figure 5).

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Figure 5

F. Select Export – Export to Microsoft Excel (see Figure 6).

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Figure 6

- **G.** Save the report as an Excel file, separate from the Inventory Calculator.
- H. Open the Order Status Report you just saved, and right-click on the top left-hand corner of the worksheet, <u>to the left of Column A, above Row 1</u>. The entire worksheet will highlight. Select Copy (see Figure 7).

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Figure 7

- **I.** On the Inventory Calculator workbook, select **Directs** from the tabs on the bottom left. You will now see a blank Microsoft Excel worksheet (see **Figure 11**).
- J. Right-click on the top left-hand corner of the blank worksheet, and select **Paste** (see **Figure 8**). The Order Status Report you previously copied should appear on the screen. There should <u>not</u> be any empty columns on the far left-hand side of this worksheet.

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Figure 8

K. Stay logged into WBSCM, and save your work on the Inventory Calculator.

<u>STEP 4</u>

For States receiving Multi-Food Shipment Orders - save, copy, and paste the WBSCM Multi-Food Requisition Report (beginning on the 1st day following the FNS-153 previously copied going through the last day of the Inventory Calculator report month) into the "Multis" tab of the Inventory Calculator workbook.

FNS Regional Offices should continue to use the RO WBSCM Workaround Instructions to complete this step. See *Appendix A*.

- **A.** Access Web-Based Supply Chain Management (WBSCM).
- B. Select Reports.
- C. Select Order Processing.
- **D.** Select the **Multi-Food Requisition Report**. When the Multi-Food Requisition Report screen appears, select the following options, and leave all other fields blank:

Program:	CSFP
Delivery Date:	Select the 1 st day following FNS-153 month to last day of the Inventory Calculator Report Month (MM/DD/YYYY - use calendar feature of the right-hand tab, next to each field).
Sold-To Party:	Enter State Agency/ITO WBSCM Code (e.g., 4000457). See note below for details on finding this code.

Note: See **Appendix B** for WBSCM Sold-To Party codes in alphabetical order by State agency. To ensure that you have the latest list, you may wish to access the crosswalk

at <u>http://www.fns.usda.gov/fdd/WBSCM/default.htm</u> and click on the "ECOS Codes to WBSCM BP ID (SDA, RA, & COOP)" link.

ROs must use the last day of the Inventory Calculator report month to represent the end of the delivery period range. However, State agencies may select any future date, provided it matches the "to" end date provided on the Inventory Calculator.

The user should be reasonably certain that all multi-food requisitions for the Inventory Calculator report month have been placed before pulling the **Multi-Food Requisition Report**. Users may wish to wait until the 15th or later of the Inventory Calculator report month to pull the Multi-Food Requisition Report.

E. Select Execute (see Figure 9).

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Figure 9

F. Select Export – Export to Microsoft Excel (see Figure 10).

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Figure 10

- **G.** Save the report as an Excel file, separate from the Inventory Calculator.
- **H.** Open the Multi-Food Requisition Report you just saved, and right-click on the top left-hand corner of the worksheet, <u>to the left of Column A, above Row 1</u>. The entire worksheet will highlight. Select **Copy** (see **Figure 11**).

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Figure 11

I. On the Inventory Calculator workbook, select **Multis** from the tabs on the bottom left. You will now see a blank Microsoft Excel worksheet (see **Figure 11**).

J. Right-click on the top left-hand corner of the blank worksheet, and select Paste (see Figure 12). The Multi-Food Requisition Report you previously copied should appear on the screen. There should <u>not</u> be any empty columns on the far left-hand side of this worksheet.

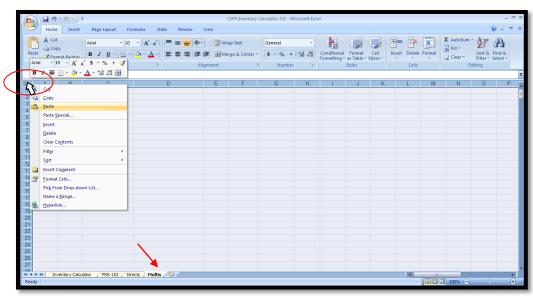


Figure 12

K. Save your work on the Inventory Calculator.

STEP 5 Complete all fields in yellow and optional fields.

A. Select "Inventory Calculator" from the tabs on the bottom left of the Inventory Calculator (see **Figure 13**).

B. FIELD I (STATE)

Enter State name in the yellow field (see Figure 13).

C. FIELD II (CASELOAD)

Enter State's caseload for the current calendar year in the yellow field (see **Figure 13**). Inventory months on-hand are determined from this number, which is the maximum number of individuals that a State may serve. The caseload number is weighted by the proportion of participants served in each category, as reported on the FNS-153.

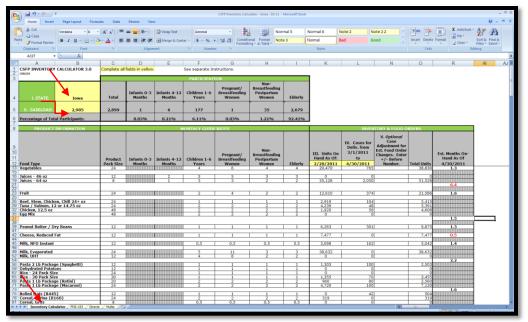


Figure 13

D. FIELD III (INVENTORY & FOOD ORDERS)

Enter the "Units On Hand As Of:" date in the yellow field in MM/DD/YYYY format (see **Figure 14**). This date should be the <u>last day of the month for the FNS-153</u> you previously attached (EX: For the February 2011 FNS-153 report, the date would be entered as "02/28/2011").

E. FIELD IV (INVENTORY & FOOD ORDERS)

Enter the "to" end date for "Cases for Deliv. from MM/DD/YYYY to MM/DD/YYYY" in the yellow field (see **Figure 14**). For RO purposes, this should be the <u>last day of the Inventory Calculator report month</u>. In other words, for RO purposes, if completing an Inventory Calculator for April 2011, the last day of the month would be "4/30/2011". State staff may use any date in the future in order to project inventory levels based on food orders, provided the end date matches the date provided on the direct and multi-food order reports already copied into the Inventory Calculator.

Note: the "from" date will automatically calculate.

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Figure 14

F. FIELD V (INVENTORY & FOOD ORDERS)

Skip this column (see **Figure 15**) which is entitled "V. Optional Case Adjustment for Est. Food Order Changes: *This is an optional column for use only after reviewing inventory levels displayed on the far right-hand side of the worksheet.*

This column (see **Figure 15**) allows the user to figure out how much to reduce or increase food orders set for future delivery in order to bring inventories within recommended levels. Enter the number in cases for each food item, and a positive sign (+) or a negative sign (-) before the number depending on whether the order(s) would be increased or decreased, respectively. Users can then view how the change would impact ending inventory months on-hand.

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10 11 12 13 15 16 19 21 22 23 25 26	Vegetables Juices - 46 oz Juices - 64 oz Fruit Beef, Stew, Chicken, Chili 24+ oz	Hand As Of: 2/28/2011 20,470 0 35,128	Deliv. from 3/1/2011 to 4/30/2011 765 0 2,050 374	Adjustment for Est. jood Order Changlys. Enter +/- Blore Number.	Total Uni 38,8 51,5 21,5	Hand As Of 4/30/2011 330 1.3 0 28 6.4 86 1.6						
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10 11 12 13 15 16 19 21 223 25 269 292 325 269 325 37 38	Vegetables Juices - 46 oz Juices - 64 oz Fruit Beef, Stew, Chicken, Chili 24+ oz Teust, J-Sahren, 12 or 14.75 oz	Hand As Of: 2/28/2011 20,470 0 35,128 12,610 2,919 4,239 1,920	Deliv. from 3/1/2011 to 4/30/2011 765 0 2,050 374 104 48 56	Adjustment for Est, kood Order Changis, Enter +/- Biore Number.	Total Uni 38,8 51,5 21,5 5,4 5,3	Hand As Of 4/30/2011 1.3 0 0 0 0 0 0 0 0 0 0 0 0 0 1.5						
10 11 12 13 15 16 19 21 22 25 26 29 32 35 37 389 41	Vegetables Juices - 46 oz Juices - 64 oz Fruit Beef, Stew, Chicken, Chil 24+ oz Tuna / Salmon, 12 or 14./5 oz Chicken, 12.5 oz Egg Mix	Hand As Of: 2/28/2011 20,470 0 35,128 12,610 2,919 4,239 1,920 0	Delix, from 3/1/2011 to 4/30/2011 765 0 2,050 374 104 48 56 0	Adjustment for Est. bood Order Chanays. Enter +/- Biore Number.	Total Uni 38,8 51,5 21,5 5,4 5,3 4,6	Hand As Of 4 A30 / 2011 30 1.3 0 6 4 6.4 15 15 15 15 15 15 15 1.3						
10 11 12 13 15 16 19 212 23 25 29 235 37 38 9 42 44	Vegetables Juices - 66 oz Juices - 66 oz Juices - 64 oz Juices - 64 oz Fruit Beef, Stew, Chicken, Chili 24+ oz Tuna / Salmon, 12 or 14.75 oz Chicken, 12.5 oz Egg Max Peanut Butter / Dry Beans Cheese, Reduced Fat	Hand As 0f1 2/28/2011 20,470 0 35,128 12,610 12,610 2,919 4,239 1,920 0 6,263 7,477	Defix, from 3/1/2011 to 4/30/2011 765 0 0 2,050 374 104 48 48 56 56 0 0	Adjustment for Est. bood Order Chanays. Enter +/- Biore Number.	Total Uni 38,8 51,5 21,5 5,3 4,6 9,8 9,8	Hand As Of 4/30/2011 30 0 0 6.4 6.4 6.4 15 15 15 15 15 15 15 15 15 15						
10 11 12 13 15 16 19 21 22 23 25 26 29 32 35 37 38 39 41 42 44 5 48	Vegetables Juicas - 46 oz Juicas - 66 oz Fruit Beed, Stew, Chicken, Chili 24+ oz Tuna / Salmon, 12 or 14-75 oz Chicken, 12.5 oz Egg Mix Peanut Butter / Dry Beans Cheese, Reduced Fat Milk, NFD Instant	Hand As Of: 2/28/2011 20,470 0 35,128 12,610 12,610 2,919 4,239 1,920 0 0 6,263	Defiv. from 3/1/2011 to 4/30/2011 0 2.050 374 104 48 56 56 0 0 301	Adjustment for Est. bood Order Chanays. Enter +/- Biore Number.	Total Uni 38,8 51,5 21,5 5,4 5,3 4,6 9,8	Hand As Of 4/30/2011 30 0 0 6.4 6.4 6.4 15 15 15 15 15 15 15 15 15 15						
10 11 12 13 15 16 19 21 22 23 22 22 22 22 22 22 22 22 22 22 22	Vegetables Juices - 46 oz Juices - 64 oz Fruit Beef, Stew, Chicken, Chil 24+ oz Tuna / Salmon, 12 or 14.75 oz Chicken, 12 oz Cigi Mix Peanut Butter / Dry Beans Cheese, Reduced Fat Mik, NFD Instant	Hand As 0f1 2/28/2011 20,470 0 35,128 12,610 12,610 2,919 4,239 1,920 0 6,263 7,477	Defix, from 3/1/2011 to 4/30/2011 765 0 0 2,050 374 104 48 48 56 56 0 0	Adjustment for Est. Sood Order Chanays. Enter +/- Bore Number.	Total Uni 38,8 51,5 5,3 5,3 4,6 9,8 7,4 5,0	Hand As Of 4/30/2011 30 0 0 6.4 6.4 6.4 15 15 15 15 15 15 15 15 15 15						

Figure 15

G. NOTES FIELD (For RO Use)

Enter Notes in the **yellow field** at the bottom of the Inventory Calculator, as appropriate (see **Figure 16**). *Before doing this, however, review inventory levels displayed on the far right-hand side of the Inventory Calculator.* If inventory levels for any category are less than one month or greater than six months, RO staff should attempt to address the issue before Inventory Calculator submittal by using the optional column referenced in **Figure 16** to determine how much to increase/reduce food orders.

If inventories less than one month or greater than six months are not addressed prior to Inventory Calculator submittal, the notes should explain why inventories are less than one month or greater than six months and the actions (if any) that will be taken to address these inventory levels, e.g., a planned reduction of future food orders where inventories are high, or increasing/expediting food orders where inventories are low, if needed.

If the RO staff do not know why inventories are high or low, they should contact the State to obtain further information. If no Notes are entered in these circumstances, National Office staff will contact the RO to obtain additional information.

As part of the RO Notes, please make mention if all or part of the State is in the first month of a bimonthly issuance (every-other-month, two months' worth of food) which could lower Est. Months On-Hand. It should be noted that, **at most**, an every-other-month issuance would lower Est. Months On-Hand by one month per food category, but only if all participants up to caseload were served these issuances. If only 50 percent of caseload is served in this fashion, then it would only lower "Est. Months On-Hand" by about 0.5, or one-half month by food category.

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23	3/18/2011					0407707047	1011					
3						PARTICIPAT		Non-				
4		Iowa	Total	Infants 0-3 Months	Infants 4-12 Months	Children 1-6 Years	Pregnant/ Breastfeeding Women	Breastfeeding	Elderly			
5	II. CASELOAD	: 2,985	2,899	1	6	177	1	35	2,679			
6	Percentage of To	atal Participants:		0.03%	0.21%	6.11%	0.03%	1.21%	92.41%			
7	referringe of re	rui i uruapantai		010070	012270	JILL /U	0100 /0	112170	5211270			
8	PRODUC	T INFORMATION			M	IONTHLY GUIDE	RATES					INVENTORY
9 10 11		1	Product	Infants 0-3	Infants 4-12	Children 1-6	Pregnant/ Breastfeeding			Units On Hand As Of:	III. Units On Hand As Of:	IV. Cases fo Deliv. from 3/1/2011 to
12	Food Type	NOTES	Pack Size	Months	Months	Years	Women	Women	Elderly	2/28/2011	2/28/2011	4/30/2011
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Figure 16

<u>STEP 6</u>

For FNS ROs, check your data, save, and email the completed Inventory Calculator to <u>CSFPInventories@fns.usda.gov</u> by the 10th day of the month following the Inventory Calculator report month.

- **A.** Check the Inventory Calculator to make sure that the data transferred properly.
- **B.** ROs must submit the completed Inventory Calculator to FNS National Office by the 10th day of the month following the Inventory Calculator the report month. The final submission must include the completed Inventory Calculator for each CSFP State, including notes as appropriate. If the 10th falls on a weekend or holiday, RO staff may submit the Inventory Calculator on the next business day following the weekend or holiday.

FNS RO Inventory Calculator 3.0 Due Dates to Food Distribution Division (FDD)								
Inventory Calculator Report Month	FNS-153 (Use Latest Available)	Inventory Calculator Due Date to FDD						
February	November or December	March 10						
April	January or February	May 10						
June	March or April	July 10						
August	May or June	September 10						
October	July or August	November 10						
December	September or October	January 10						

GENERAL NOTES

Inventory months on-hand will appear in **red** font if less than one month or greater than six months. It is important that ROs work with their respective States and FNS National Office to immediately address any significant shortages (less than one month's inventory) or overages (greater than six months' inventory), if needed. This could include increasing/expediting food orders or food order cancellations, respectively. In extreme cases, food transfers may be required. RO staff should consult with the FNS National Office prior to approving any food transfer.

As provided above, it should be noted that a RO may deem it feasible for a State which receives only multi-food orders to keep less than one month's inventory for certain food categories. However, both ROs and States should ensure that inventories are sufficient to consistently provide full food packages to participants.

Distribution rates and food/material codes are subject to change, and may impact the Inventory Calculator. For children 1-2 years of age, the worksheet does not account for all variations in the distribution rates of Ultra High Temperature (UHT), evaporated, and nonfat dry milk. The effect of this on total inventories is minimal given the current participation levels of this population group. The same applies to potential infant formula distributions to qualified children (by prescription only—see FNS Instruction 835-1).

Appendix A

CSFP Inventory Calculator 3.0 WBSCM Multi-Food Requisitions Report FNS Regional Office Workaround

Summary

- 1. Open the **CSFP Inventory Calculator 3.0**, as well as the FNS HQ-provided Microsoft Excel workbook entitled **All WBSCM Multi-Food Orders.**
- 2. Copy State-specific multi-food orders from the **All WBSCM Multi-Food Orders** workbook, paying close attention to the date range.
- 3. Paste the State's multi-food orders into the CSFP Inventory Calculator 3.0, WBSCM Multis tab.
- 4. Save your work.
- 5. Complete all remaining portions of the calculator consistent with the **CSFP Inventory Calculator 3.0 Instructions**.

Detailed Instructions

- 1. Open the **CSFP Inventory Calculator 3.0**, as well as the FNS HQ-provided Microsoft Excel workbook entitled **All WBSCM Multi-Food Orders.**
- Copy State-specific multi-food orders from the All WBSCM Multi-Food Orders workbook, <u>paying close attention to the date range</u>. Figure A shows those multifood orders applicable to Colorado CSFP. Colorado's last available FNS-153 reflects inventory on-hand through August 31. Thus, FNS Regional Office staff copy all multi-food orders which reflect deliveries from September 1 through October 31, the end of the CSFP Inventory Calculator 3.0 reporting period.

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	Home Insert Page Layout	Formulas Data Review	View Developer	Get Started		 Image: Image: Ima
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left-hand cell.		D CAN-24/300	37.000 40037		co	CSFP NW PA
b. Press		TOES W/ SYRUP CAN-24/300	38.000 40037		CO	CSFP NW PA
1 -		NG GRAIN PKG-30/2 LB	15.000 40037	720 RioGrandeCounty	CO	CSFP NW PA
Shift +		NG SLICES CAN-24/300	220.000 40054		CO	CSFP NW PA
Down Arrow	Cut	NG SLICES CAN-24/300	220.000 40054		CO	CSFP NW PA
	Sapy	ULA MILK DRY CAN-6/12.9 OZ	432.000 40054		CO	CSFP NW PA
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applicable	Paste Special	ND AMER SKM LVS-12/2 LB	119.000 40030		co	CSFP NW PA
	Insert	AN-24/24 OZ	60.000 40030		CO	CSFP NW PA
multi-food	Delete	N CAN-24/300	153.000 40030		CO	CSFP NW PA
orders for	-	LIMA DRY PKG-12/2 LB	102.000 40030		CO	CSFP NW PA
	Clear Co <u>n</u> tents	N PASTA ROTINI MAC PKG-20/1 L			CO	CSFP NW PA
date range.	<u>F</u> ormat Cells	TOES W/ SYRUP CAN-24/300	85.000 40030		CO	CSFP NW PA
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on mouse and	Unhide	ATED CAN-24/12 FL OZ	120.000 40014		co	CSFP NW PA
0.00	9/3/2010/100035 CHEESE BLE		50.000 40014		CO	CSFP NW PA
select 211	9/3/2010 100382 BEANS PINTO		50.000 40014	199 Costillacounty	CO	CSFP NW PA
"Copy."	9/3/2010 100218 PEACHES CL		50.000 40014		CO	CSFP NW PA
214	9/3/2010 100328 TOMATO DICE		80.000 40014		CO	CSFP NW PA
215		RONI PLAIN ELBOW PKG-24/1 LE			CO	CSFP NW PA
216	9/3/2010 100897 ORANGE JUIC 9/3/2010 100466 OATS ROLLE		150.000 40014 60.000 40014		CO CO	CSFP NW PA CSFP NW PA
217	9/3/2010 100466 OATS ROLLE 9/3/2010 100127 BEEF CAN-24		20.000 40014		co	CSFP NW PA
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Figure A

3. Paste the State's multi-food orders into the **CSFP Inventory Calculator 3.0**, **WBSCM Multis** tab. See **Figure B**.

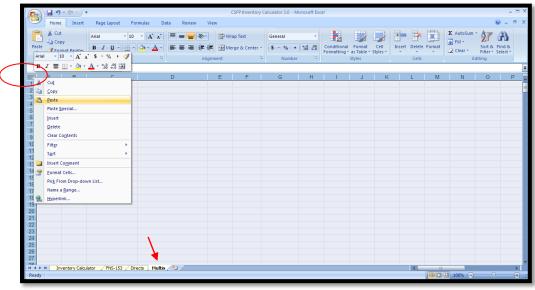


Figure B

- 4. *Save your work.* Save the inventory calculator as "CSFP Inventory Calculator-State Name-MM-YY."
- 5. Complete all remaining portions of the calculator consistent with the **CSFP Inventory Calculator 3.0 Instructions**.

Appendix I	3		
			es to WBSCM BP ID (SDA)
Legacy	[WBSCM BP	of March 14, 2011
State Agency / ITO code	Customer Type	Number (Sold-To BPs)	WBSCM Org Name
402	SDA	4000411	AK Dept. of HSS, NSU
105	SDA	4000419	AR Dept. of Human Services
C04	SDA	4000416	AZ Dept. of Health Services
206	SDA	4000431	CA Dept. of Education
108	SDA	4000434	CO Dept. of Human Services
211	SDA	4000437	DC Dept. of Health Services
110	SDA	4000438	DE Government Support Services
213	SDA	4000443	GA Dept. of Human Resources
219	SDA	4000457	IA Dept. of Human Services
317	SDA	4000452	IL Dept. of Human Services
218	SDA	4000456	IN Office of Lt. Governor
420	SDA	4000464	KS Dept. of SRS
121	SDA	4000465	KY Dept. of Agriculture
422	SDA	4000466	LA Health and Hospital
223	SDA	4000470	ME Dept of Agriculture
126	SDA	4000491	MI Dept. of Education
J27	SDA	4000493	MN Dept. of Health (MDH)
527	SDA	4000482	MN Red Lake
329	SDA	4000484	MO Dept. of Health
728	SDA	4000476	MS Dept. of Health
230	SDA	4000498	MT Dept. of Public HHS
137	SDA	4000530	NC Dept. of Ag and Consumer Services
138	SDA	4000501	ND Dept. of Public Instruction
331	SDA	4000520	NE Dept. of Health & Human Services
233	SDA	4000508	NH Dept. of Health and Human Services
234	SDA	4000524	NJ Dept. of Health and Senior Services
735	SDA	4000525	NM Dept. of Health
132	SDA	4000521	NV Purchasing Division
336	SDA	4000527	NY Dept of Health, Division of Nutrition
339	SDA	4000552	OH Dept. of Job & Family Services
140	SDA	4000554	OK Dept. of Human Services
241	SDA	4000556	OR Housing & Community Services
142	SDA	4000559	PA Dept. of Agriculture
345	SDA	4000571	SC Dept. of Social Services
146 646	SDA SDA	4000573 4000563	SD Dept. of Education SD Oglala
646 347	SDA SDA	4000563	TN Health & Environment
347 148	SDA SDA	4000575	TX Dept. of Agriculture
148 449	SDA SDA	4000578	UT Dept. of Health
250	SDA	4005774	VT Dept. of Disabilities, AIL
153	SDA	4000585	WA State Dept. of General Administration
H55	SDA	4000595	WI Dept. Health & Family Services
1155	SUA	4000393	WI Dept. Health & Lanniy Services