



## IOWA TEFAP UPDATES



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1. 2022-2023 TEFAP Client Signature Form (see attached in email)
    - Start using new form on July 1, 2022
  2. Updated Civil Rights training (see training attached in email)
    - I will conduct this training during inspections, so no action is needed on your part but feel free to read through the training with your volunteers.
    - Training is available on the Network Partners page of our website.
  3. Updated nondiscrimination statement (see pages 10-13 in attached training)
    - Any written (fliers, posters) or online materials (social media, website) must include either the long or short nondiscrimination statement.
    - Short version is: "This institution is an equal opportunity provider."
  4. Updated "... And Justice for All" posters will soon be coming, but until then please keep your current poster hung somewhere visible to those you are serving.



## Director's Letter

Thank you all for your help feeding Siouxland, from the boarder with Minnesota and South Dakota to the Northeast Nebraska hills, to farmland heading towards Council Bluffs. I was cautiously optimistic that this summer would see an easing of food needs due to an improving Siouxland economy. One of those hopes became true, Siouxland's economy is strong. However, logistic challenges, coupled with higher fuel prices, have kept grocery store prices higher than expected. I know my food budget is getting beat up each time I stop to shop. Your agency is so important to households feeling this crunch the most. Because of your efforts in volunteering, donating, or sharing a story of someone in food insecurity, someone will get to eat tomorrow.



The current CEO of Feeding America, Claire Babineaux-Fontenot, uses the catch phrase "We are better together". I fully believe your agency is better working with the Food Bank and the Food Bank is better because you are a member. There are currently 106 member agencies of the Food Bank. As you have questions, concerns, or changes within your agencies, please keep in touch with Jamie. Doing so helps us communicate to the general public and individuals seeking assistance. The Food Bank staff and I look to continuously improve. Working with together makes us all better.

- Jake Wanderscheid

# MEAT DONATIONS



The USDA requires meat be inspected unless:

*Under certain conditions, a person may slaughter/prepare livestock of his/her own raising for the exclusive use by him/her, members of his/her family, and his/her non-paying guests without the benefit of inspection. Absolutely no product produced under this exemption may be sold commercially.*

The Food Bank of Siouxland, in adherence to Feeding America’s guidelines, only accepts meat donations and only purchases meat from state-inspected lockers. It is up to each agency whether they want to accept a meat donation that is not from a state-inspected locker. Doing so runs the risk of being asked to throw away the uninspected meat or potentially even be shut-down, should an inspection by the state happen. Meat that comes from a locker that is not inspected by the state generally has the statement “Not for resale” on the package, as that meat is not intended to be sold or distributed to the public.

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## ASSORTED BOX EXAMPLE

Assorted boxes of dry and frozen product are just that - assorted! Here's what you *may* see in a **dry goods** assorted box, which is generally the catch-all for products that don't fit another sorting category:

- Rice packets
- Lime extract
- Cereal-themed treats
- Protein powder
- Popcorn
- Hot chocolate
- + many, many more items



Assorted dry goods boxes are boxed up according to what donations we have at that time. If there is enough of a product for it to go in its own category, it will. If not, the random product generally goes into an assorted dry goods box. Keep in mind that although you may want all of your clients to receive exactly the same items, clients don't necessarily all want or like the same thing! Variety can be a good thing. If you prefer to have consistent/like-products on your order, we encourage you to choose USDA/TEFAP or purchased products.



# Food Recipes

<https://spendsmart.extension.iastate.edu/recipes/>

# IOWA STATE UNIVERSITY

Extension and Outreach

# Annual Usage Requirement

We are now 6 months into 2022! Please keep in mind our annual usage requirement of ordering/distributing at least 3,000 pounds OR placing 18 orders, per calendar year. Annual usage will be will be evaluated to the full extent for calendar year 2022. This policy is in place to ensure that both the Food Bank and our agencies are actively serving those in need.



## Happy 4th of July!

Thank you to all who have sacrificed their lives for our freedom. We hope that you enjoy this special day with special people.

# What Happens During an Audit from the State?

Iowa DHS (facilitator of the USDA TEFAP program) audits our agencies at least once per year. Here's what you can expect should your agency be audited:

*The following areas will be reviewed specific to the use of USDA (TEFAP) foods:*

1. Eligibility determinations (use of TEFAP form)
2. Food ordering and storage
3. Distribution schedule and procedure
4. Civil Rights
5. Record Retention
6. Previous corrective action (if applicable)

*Items available for review:*

1. Signed TEFAP forms from the following time frames:  
July 2019 - April 2020 and April 2022 - current
2. Civil Rights sign-off for agency staff and/or volunteers.
3. Temperature logs

Please include your agency number on checks, not invoice number!

## ORDERING

- Orders must be **250 pounds minimum** for **delivery**.
- Orders must be placed within **48 business hours** (by noon) of the time you'd like your order picked up/delivered.
- Only **1 pick-up or delivery order per week**.
- Orders must be submitted within 1 month after the date the order is started for.



## PARKING

Unless we/you are actively loading your order into your vehicle, please do not park in the dock. If you are finished loading and would like to shop off-the-shelf, please move your car to the parking lot so that others may utilize the dock to pick up their orders. If you'd like to shop off-the-shelf before picking up your order, please park in the parking lot until you are done shopping off-the-shelf and then move your car to the dock. There should be no vehicles left unattended in our dock.



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Jennie at [operations@siouxlandfoodbank.org](mailto:operations@siouxlandfoodbank.org)

**Office hours** are 8:00 a.m. - 4:30 p.m.

**Warehouse hours** are 9:00 a.m. - 4:00 p.m. Agencies may pick up orders during warehouse hours only.