



January 2017

Volume 3, Issue 1

SMFBA PROGRAMS 101

TEFAP and CSFP

St Mary's has approximately 200 agency partners that participate in TEFAP and CSFP. The **Emergency Food Assistance Program** (TEFAP) and the **Commodity Supplemental Food Program** (CSFP) are feeding programs put in place to help supplement the diets of low-income individuals. While these programs are both federally funded, there are sharp distinctions between the two. Here is a brief breakdown of both:

- **TEFAP** provides food to participating States, which then goes to local agencies to host the program. TEFAP product includes shelf-stable items like canned fruits/vegetables, cereal, pasta and also perishable items like fresh fruits/vegetables, poultry, fresh eggs, etc. St Mary's uses non-perishable items to create **Emergency Food Boxes** (EFB), which is then sent for distribution to participating agencies. Based on State eligibility criteria and family size, a household can receive a TEFAP box each month. EFBs are distributed as is and should not be opened/tampered with by anyone other than the client receiving the box.
- **CSFP** also provides food to participating States, which then goes to local agencies to host the program. This program is exclusively for those 60 years and older who meet federal income guidelines and requires annual certification of clients. CSFP product includes shelf-stable items such as dry milk, oats, cereal, peanut butter, canned meats and perishables such as cheese. St Mary's uses non-perishable items to create CSFP boxes, which are then sent to our partner agencies for distribution. CSFP boxes are distributed as is and should not be opened/tampered with by anyone other than the client receiving the box.

Monthly Reports

Submit them!



Reminder!

Submit your monthly report for January by February 1st! Visit our [Partner Agency webpage](#), click 'Monthly Reports', and select the appropriate program. Agencies only need to submit one report with totals for the entire month of January. Agencies that participate in multiple programs through St Mary's need to submit a report for each program. For example, an agency that serves meals and hosts a Mobile Pantry needs to submit a Congregate Meal report **and** a Mobile Pantry report. Agencies that fail to report will be placed on Hold and will be unable to obtain food until a report is received.

We thank you for your cooperation. Please reach out if you have further questions (480)291.3237.

LIVE Info Session

A Recap

We would like to send a big THANK YOU to all of our agencies that attended our LIVE Info Sessions! We appreciate you making time to join us as we continue to roll out all our exciting changes. During the sessions, we spent a substantial amount of time reviewing the Policy & Procedure manual. Available on our [Partner Agency webpage](#) for download, this manual is for **all agencies** and should be referred to regularly to help agencies remain in compliance. Also discussed during the sessions was the importance of regularly visiting our webpage to report monthly, sign-up for upcoming trainings and webinars, update agency contact info, download signature sheets, and so much more.

For those of you that were unable to attend, the PowerPoint presentation will be available on our Partner Agency webpage. We truly thank you for all you do in the community and hope that our trainings are valuable in your operations.



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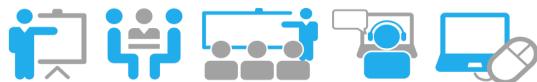


Questions? Call us on the Agency Services Hotline at (480) 291-3237



Upcoming Trainings & Webinars

Save the date!



SMFBA INFORMAL LEARNING SERIES:

Volunteer Management- February 10

Volunteerism is key for running a successful non-profit program! St. Mary's averages 86,000 volunteers per year. What is the key to our success? Join us Friday, February 10 to learn how our Volunteer Engagement Team manages our volunteer relationships. You will see a live orientation session then hear a presentation on recruitment, training, recognition and retention of volunteers for a successful program. Visit our [Partner Agency webpage](#) to RSVP today!

ServSafe Class

April 28, July 28, & October 27

Our next available **ServSafe Manager Certification** classes will be held at St Mary's in Phoenix on:

- Friday, January 27, 2017
- Friday, April 28, 2017
- Friday, October 27, 2017

The class fee is \$80 which covers the ServSafe book, class, and exam. If you are interested in completing the class, please contact **Cecilia Lucero** at 602.343.3192 or cclucero@firstfoodbank.org.

ATLAS LIVE and Recorded Webinars

January 23, February 15, & February 27

We encourage all of our agencies that are not already using ATLAS to RSVP for our upcoming webinars. These webinars will be an introduction to ATLAS and will provide training on how to enter data and pull reports. A recorded ATLAS webinar will be available on January 23 for agencies to access anytime. There will also be 2- LIVE ATLAS webinars on February 15 & 27 where agencies will have the opportunity to ask questions and receive answers LIVE. LIVE webinars are limited to 10 people each.

Be sure to visit our [Partner Agency webpage](#) to RSVP for these webinars. LIVE ATLAS webinars will occur on a monthly basis for a limited time, so be sure to visit our Partner Agency webpage regularly to RSVP for future webinars. We hope you can join us!

TOMATOES & CUCUMBERS & PEPPERS, OH MY!

As you know, seasonal changes influence the types of produce made available to us. Through St. Mary's continued efforts to provide fresh nutritious items to our partner agencies, we wanted to share the items that you could expect to see during this season. Agencies should anticipate to see an abundance of the following produce- tomatoes, cucumbers, bell peppers and watermelon. Attached are a couple of recipes that feature these items for you to share with your clients while this season lasts!



WHAT DO I DO WITH ALL THIS WATERMELON?

There is more than one way to eat a watermelon! Here are some ideas:

- BBQ—throw it on the grill and add chile or salt for seasoning
- Flavored water—cut into cubes and add to cold water with mint
- Frozen—blend into a smoothie and add to a pop mold to make into popsicles or ice tray for ice cubes

Visit our new webpage on the SMFBA website!
firstfoodbank.org/agencies

