



WE ARE THE FOOD BANK

Partner Agency Newsletter

January 2025



From the CPO

Happy New Year!

We hope you all enjoyed the holidays with your loved ones and with plenty of healthy food.



As we begin the new year, we have several important updates to share.

The California Department of Social Services has issued new guidance on distributing TEFAP products, as they now require minimal information from participants. If your agency distributes TEFAP products, it is mandatory to comply with these new policies. Our team will be auditing new forms as they come in, and we need your help to ensure they are filled out correctly.

If you have any questions about these changes, please attend our [office hours](#) this month and our quarterly agency meeting, where we will review these updates. Please remember that compliance with these new policies is not optional.

Thank you, and we look forward to seeing you all later this month.

Josue Barajas
Chief Programs Officer

Agency Network Update

We upgraded our website 'Find Food' mapping function!

We're upgrading to a new mapping platform designed to provide participant-centered services and significantly enhance the end user experience. This upgraded tool will replace the old map on our website. Features include advanced filtering options, customization capabilities, and the ability for partner agencies to host their own dedicated web page! We go live this month, with a training session at our January 27 Partner Agency meeting. We'll work closely with you to ensure your information displayed on the platform is accurate and up to date.

Reminder: Mid-Year Inventory Closure

January 30 – 31 we will be closed for our mid-fiscal year physical inventory. The last day for delivery or pickup orders will be Wednesday, January 29 and normal operations will begin again Monday, February 3. The Agency Network Team will reach out with more information as we get closer to closure. We appreciate our partners' understanding and flexibility.

Produce Availability & Allocation

This time of year produce variety and availability will fluctuate, as it has in previous years. We ask our partner agencies to assist The Food Bank in reducing waste by sourcing and distributing produce, especially when there is a high available volume. Our Agency Network Team will manually add surplus produce to agency orders based on their distribution participation to manage inventory better.

Office Hours

January's hours are Thursday, January 23, 10:00 – 11:00 a.m.

[Use this link to join the Zoom Meeting](#) | Meeting ID: 834 3746 4265



Community Spotlight

Agency Communication Request

In the coming month, we will rely on our partner agencies to stay in close communication with The Food Bank.

We know that our partners have an intimate connection with our community, so we ask that if there are any participants that express hesitation or fear around attending or accessing distributions run by The Food Bank or partner agencies, that you please reach out to us to let us know.

Also, if any of our partners experience a decline of 30% or more in participation at their distributions, please reach out to our Agency Network Team as soon as possible so that we can work together to make sure that vulnerable populations continue to be supported.



Save the Dates

Please add the following events to your calendars! We ask that agencies notify us of any changes or cancellations to their distributions.

Thursday, January 23

Agency Network Team Office Hour
10 – 11 a.m.

[Join the Meeting](#), Meeting ID: 834 3746 4265

Monday, January 27

Quarterly Partner Agency Meeting
11 a.m. – 2 p.m.

Twin Lakes Church, Modular 8111, Aptos, CA
Zoom Meeting Link: [Partner Agency Meeting Zoom](#)

Mid-Year Inventory Closure

Thursday, January 30 – Friday, January 31
No Delivery or Pickups

Monday, February 3

Regular Operations Begin

Network Action Spotlight

USDA Updates and Participant Information Protection

The Emergency Food Assistance Program (TEFAP), which oversees USDA product distribution, has updated their participant documentation requirements. Effective immediately, the USDA intake form (EFA-7) participant address section must ONLY include their **zip code**. In the interest of protecting participant information, the name section only needs to include the **initials** of the first, middle (if applicable), and last names of the participant.

Our Agency Network Team will make sure to send out the updated government forms, including the revised Eligibility Certification Form (EFA-7). Until then please continue to use the current forms while adhering to this new requirement. We will continue to communicate this as more information becomes available, meanwhile please reach out if you have any questions, comments, or concerns. We appreciate our partners' patience, flexibility, and commitment to these new mandates.

Print Name (Clients)	Address (Include Zip Code)	Family Size	Is this your 1st time receiving USDA food this month?	
1. First, middle, last name initials	ONLY Zip Code		<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Example:			<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. R.J.H.	95076	3	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
4. S.S.	95017	5	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
5. F.J.C	95060	6	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. J.J.B	95076	1	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
7. S.S.	95017	6	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
8.			<input type="checkbox"/> Yes	<input type="checkbox"/> No

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