

Second Harvest Heartland Agency Online Exchange: TEFAP



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Agenda

1. DHS OEO and HSM Contacts
2. TEFAP Program-Courteney Roessler DHS OEO
3. TEFAP Foods and Ordering-Jeannette Fernandez-Baca HSM
4. ARPA Food Support Grant-Courteney Roessler DHS OEO

DHS OEO Staff

Courteney Roessler-TEFAP Grant Manager

Amy Doyle-TEFAP Grant Manager

Nora Gordon-Food Programs Manager

HSM Staff

Jeannette Fernandez-Baca-TEFAP Program Manager

What?

TEFAP Program
and Policy

Why?

To have
informed
grantees

Purpose: To provide clarity, current information, and the opportunity to provide answers to questions regarding TEFAP

Section 1: TEFAP Program

When you know your **why**, the **how** becomes more clear.

Your **what** has more impact because you are moving towards your **purpose**

What?

Can only request
required TEFAP
information during
intake

Why?

To provide low
barrier service

Purpose: Improve food shelf experience for participants

What?

You suspect that participants are not providing honest info

Why?

Thinking that there is some penalty for being on the side of the participant



Purpose: Improve food shelf experience for participants

What?

No signatures
needed to get food

Why?

Makes intake safer
and faster

Purpose: Improve food shelf experience for participants

What?

Reduce required
monthly stats

Why?

Simpler intake and
reporting process

Purpose: Improve food shelf experience for staff and volunteers

What?

2 TEFAP intake
models

Why?

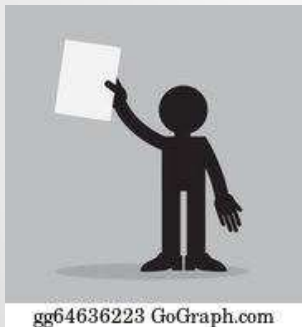
More flexibility
with food
distributions

Purpose: Improve food shelf experience for staff and volunteers

Drive-up Intake

Food shelf staff make the Federal Poverty Guidelines and Data Privacy available for participants to view. Allowing them to visually verify their eligibility.

Food shelf staff record name and address of the head of household and the number of kids, adults, seniors, and pounds.



Traditional Intake

Food shelf staff make the Federal Poverty Guidelines and Data Privacy available for participants to view.

This can be done with the paper TEFAP Eligibility Form or by allowing them to visually verify their eligibility on posted documents.

Food shelf staff record name and address of head of household, and the number of kids, adults, seniors, and pounds.



What?

Complete monthly food shelf stats reports accurately and on time

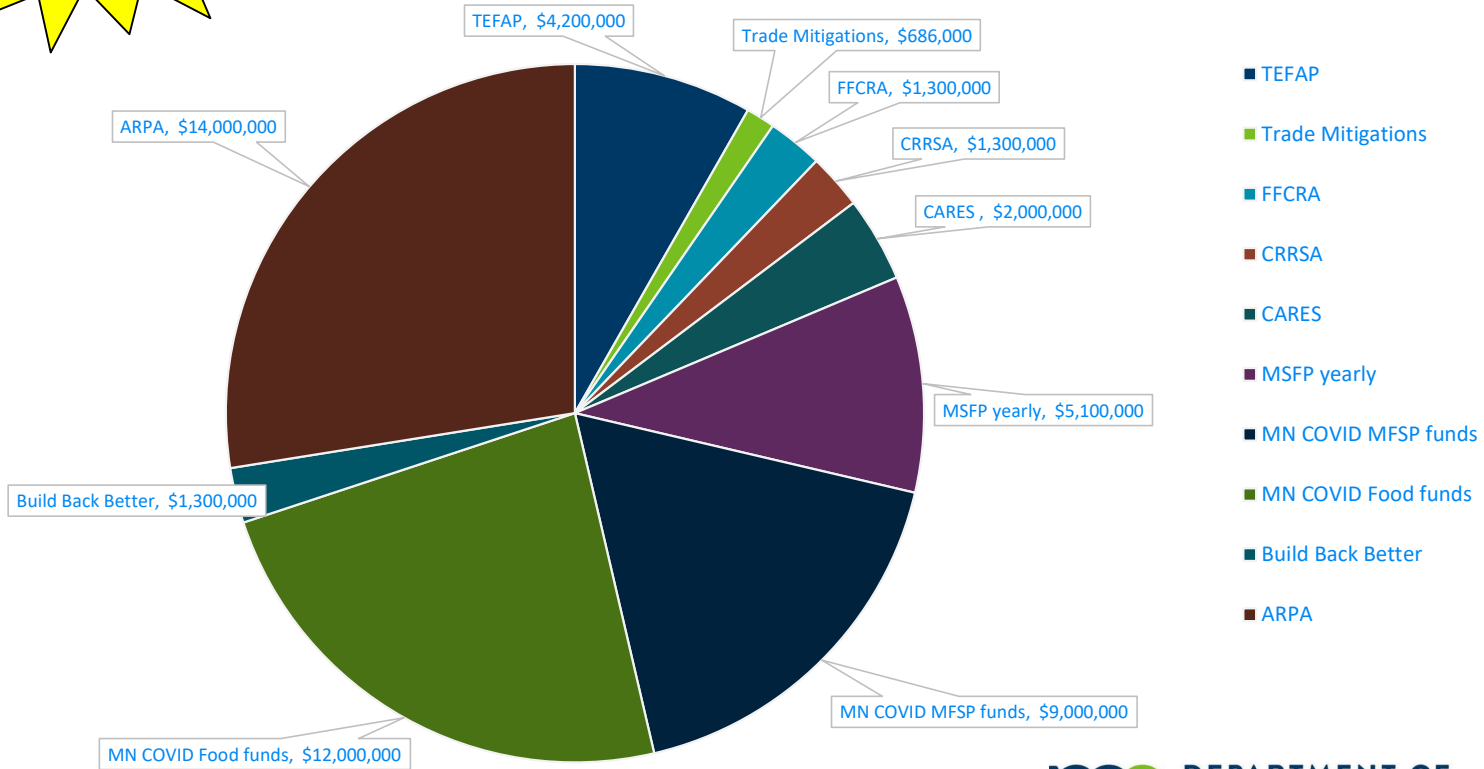
Why?

The accuracy of your stats have a direct connection to funding

Purpose: Raise awareness of the landscape of food shelf usage in MN

\$50.9M

DHS OEO Pandemic Related Hunger Relief Funding 2020-2022



What?

Follow program regulations
MN TEFAP Policy and
Operations Manual

Why?

Remain in good
standing for grants

Purpose: Maintain state and federal compliance

What?

TEFAP Calendar

Why?

Assist with
program planning

Purpose: Provide tools that help DHS OEO, HSM, Tribal Nations, food banks, and food shelves do our jobs better

What?

Statewide Survey

Why?

Continuous
Improvement

Purpose: Provide tools that help DHS OEO, HSM, Tribal Nations, food banks, and food shelves do our jobs better

What?

Putting together
this presentation


Why?

Using this model helped me see
connections between what we
do and why we do it

Purpose: Streamline a program without losing its complexity

Section 2: TEFAP Foods and Ordering

- Entitlement = purchased
- Bonus = donated



Terminology
for this
meeting

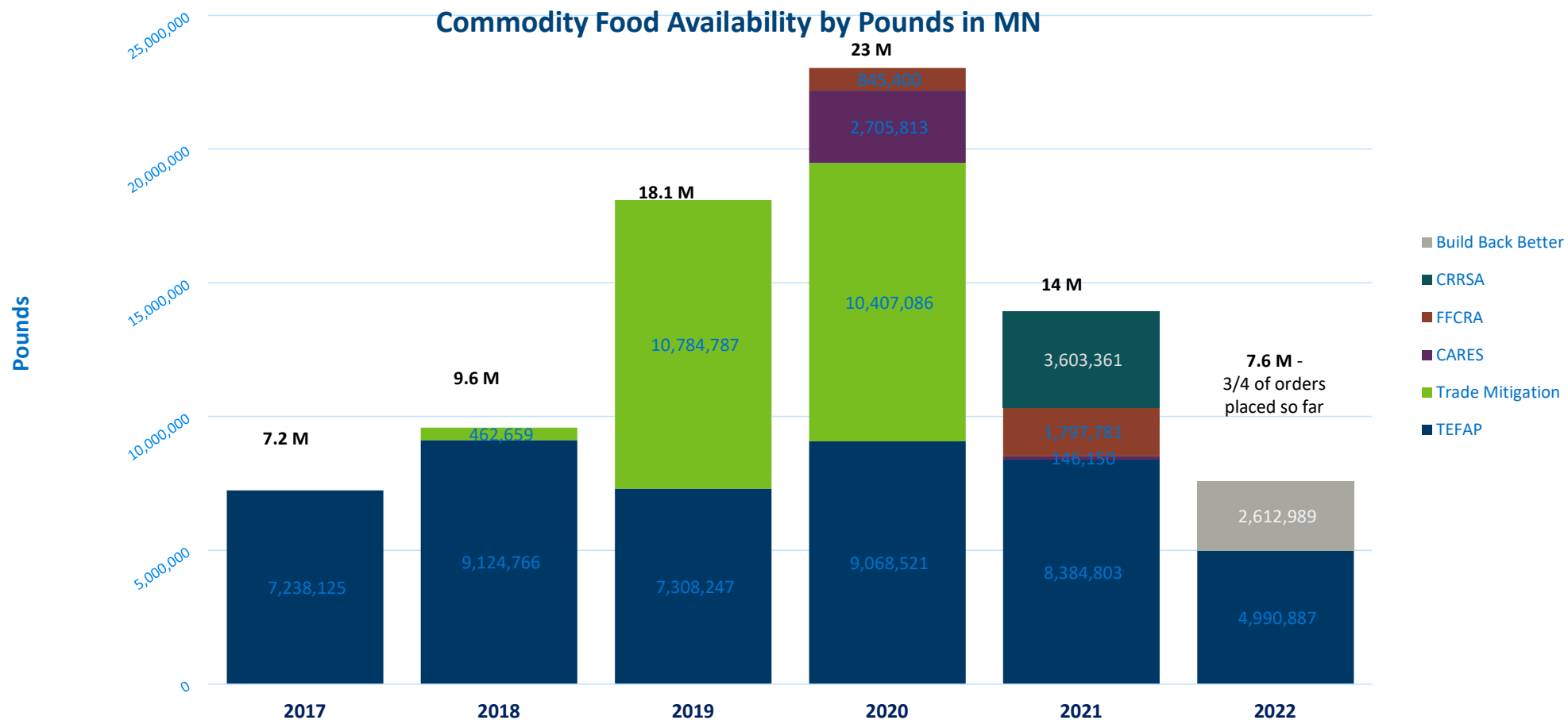
How are TEFAP foods chosen?

- USDA provides a list of products available
- Use resources to assist in decision making
 - Historical data provided by HSM on product movement, cancelations
 - Feedback from food banks and agencies
 - Feedback from clients via MN Food Shelf Survey
 - Our main focus being the top 5 food categories clients want
 - Packaging of products (ex. Chicken breast only offered in 5 lb pkgs vs 1 lb pork chop or ground beef pkgs)
- Avg. food budget for an entire year: \$3.3 mil

Where is all the TEFAP food this year?

- Increased cost, decreased funding, cancelations
- COVID funding no longer available
 - Pre-pandemic funding amounts + rise in cost = less food we are able to purchase
- Some reasons for cancelations:
 - Scarcity of product, vendors, and drivers

Commodity Food Availability by Pounds in MN



TEFAP Product Schedule

- Donated = more variety/less quantity
 - Typically order 2-4 months in advance
- Purchased = less variety/more quantity
 - Typically order 4-6 months in advance
 - Our goal: to provide consistency, so we choose less products and try to stick to those that are consistently available

TEFAP Product Schedule: Budget and Breakdown

- \$3.3 mil for 12 months
- Example of how we decide: Nutrition value and how many people it can reach
 - Ground Beef: \$136,150 for 1,000 cases – higher nutrition (chose ground beef over chicken breast due to packaging – 40/1 lb vs 6/5 lb per case)
 - Mac and Cheese: \$29,615 for 3,276 cases – can reach more

The TEFAP calendar shows certain products coming in this month, but I don't see it at my food bank, why?

- TEFAP calendar is a statewide view of what products we requested over the next 12 months
- Contact your bank if you need information on when they expect certain products. They have access to a list of what is ordered for their bank.
- Website: <https://www.hungersolutions.org/food-shelf-resources/tefap/> under TEFAP Product Calendar

Material Desc.	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Milk 1% Fresh Ctr-64 fl oz												
Tomato Sauce Can - 24/300												

- We try to always have a protein, vegetable and fruit come in each month to the state.
- Updated at least once a month
 - Reminder: the USDA can cancel orders anytime

Top 5 Foods



According to the most recent food shelf survey (2019)

- 1. Meat, poultry, fish
- 2. Fresh fruits/vegetables
- 3. Dairy
- 4. Eggs
- 5. Cooking/baking

Purchased products goal: large enough quantity for everyone

Donated products: enough quantity for everyone not guaranteed, but adds variety

ARPA Application

Q. Should we only provide a budget for the \$12,000 base for the food shelf grant?

A. Yes. Because we don't know how many applicants we will have, just complete your budget using the base. You will report on additional funds on the final report. Refer to allowable expenses.

ARPA Application

Q. Our CAP agency has more than 1 food shelf site. Should we apply separately like we normally do each year for MFSP funding?

A. Yes. We're mirroring this grant process like MFSP.

ARPA Application

Q. Salvation Army A is an agency that has a food shelf, 2 mobiles, and 2 onsite meal programs. How many grants are they eligible for?

A. They can apply for 1 food shelf grant. Their mobile program stats will be included with the food shelf stats giving them more funding.

They would apply for 1 onsite meal program grant, regardless of how many on-site meal programs the agency has.

ARPA Application

Q. What if we apply for money for food, but then change our minds and want to buy a freezer?

A. That's ok! Things happen and plans change. All funds must be spent on allowable things (refer to allowable expense list). Send a quick email to Courteney or Amy any time during the grant year to track budget changes.

ARPA Application

Q. We serve a small number of families each month, I don't think we can spend \$12,000.

A. Don't miss out on this grant opportunity! There are plenty of people that can help you come up with ways to spend the money. Reach out to your food bank Agency Relations rep, staff at (FFEN) Foundation for Essential Needs, DHS OEO staff, and/or HSM staff before April 1st

ARPA Application

Q. What does it mean to be monitored for the ARPA Grant?

A. DHS OEO will choose 10% of grantees to monitor. If chosen, you will be contacted via email, a meeting will be set up, and receipts will be requested.

Thank You!

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