



# Partner Agency Newsletter

## July 2018

### SPOTLIGHT: Financial Literacy Coalition of Central Texas



**Financial Literacy Coalition**  
Central Texas

The Financial Literacy Coalition of Central Texas (FLCCT) is a 501(c)(3) non-profit organization that offers free financial education classes and financial literacy resources to Central Texas. Participants in FLCCT's classes gain a better understand of the consumer marketplace and the economic environment while learning skills necessary to take charge of their financial situations, plan for the future, and avoid financial predators.

The Central Texas Food Bank has partnered with FLCCT to further the goals of the ReThink Hunger Initiative and continue our commitment of providing holistic ways to address hunger. Trained volunteers from FLCCT will visit several of our partner agency sites to teach a series of financial literacy classes. Some classes include topics such as "How to Establish and Maintain Good Credit," "Creating a Spending Plan," and "Financial Recovery". However, FLCCT is working with each individual partner agency to create a customized curriculum for each pantry's needs.

St. Ignatius Martyr Food Pantry, Churches Touching Lives for Christ and Shepherd's Heart of Taylor are the three partner agencies participating in the pilot this summer. Many other partners expressed interest in FLCCT classes at the Partner Agency Conference this past May, so keep a lookout for more announcements about availability this Fall! For more information about the Financial Literacy Coalition of Central Texas, visit [flcct.org](http://flcct.org) (Left: First financial education class in partnership with the food bank at St. Ignatius Martyr Catholic Church)

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## Closures: September 3<sup>rd</sup>, 28<sup>th</sup>, TBD Last Week of September

The Central Texas Food Bank will be closed in observance of Labor Day on Monday, September 3. There will be no pick-ups, deliveries, or shop-for on this day.

If you normally pick up or receive deliveries on this day, either order extra food the week prior or contact Michelle at (512) 684-2150 or [mwhite@centraltexasfoodbank.org](mailto:mwhite@centraltexasfoodbank.org) to schedule an alternate pick up day at the food bank. Pick up dates and times are subject to availability. Regional deliveries will not be rescheduled, but agencies who usually receive deliveries may schedule a pick up at Central Texas Food Bank as our schedule permits.

This closure will only affect the ordering deadlines for agencies who wish to pick up or receive delivery on Tuesday, September 4<sup>th</sup> and Wednesday, September 5<sup>th</sup>. If you pick up at the food bank or go to regional delivery drop sites on these days, please order accordingly:

- Tuesday, September 4<sup>th</sup> shipment: order due by 9am on Thursday, August 30<sup>th</sup>
- Wednesday, September 5<sup>th</sup> shipment: order due by 9am on Friday, August 31<sup>st</sup>

\*Please stay tuned for ordering details for September 28<sup>th</sup> and Warehouse Inventory closure during last week of September!

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## Reminders & Resources:

### 2018-19 Intake Forms

The USDA Intake Form has been edited to meet USDA compliance standards. Please ensure that all pantry staff and volunteers are aware of the following updates and additional section that need to be considered during the intake process:

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- Proxy Name, Address, Proof of Identification (P.23)
  - 2018-19 Income Guidelines (P.22-23)
  - Client Agreement Guidelines before Signature
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## Updated Forms

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- **TEFAP Participant Rights & Responsibilities Form (P.13)** - This notice was previously included on the backside of the intake form. Due to limited space, we have removed the notice. Partner Agencies must make the form available during the application and recertification process. Partner Agencies may read the form to applicants if necessary, or applicants may read it themselves. For example: Some sites present a laminated copy of the TEFAP Participant Rights and Responsibilities form to each applicant as part of the application process.
  - **Written Procedure (P.24)** - The Partner Agency must maintain a written procedure for the application process. The written procedure must include providing the Written Notice of Beneficiary Rights to applicants. The procedures must be available for monitor and compliance reviews at all levels of distribution (the Central Texas Food Bank has provided this procedure for all partners).
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Please begin printing the new intake forms and additional documents immediately. If your agency creates its own intake form, the above additions must be updated immediately. All updated materials can be found in the Agencies [Resource Center](#) online. Please email [agencies@centraltexasfoodbank](mailto:agencies@centraltexasfoodbank) if you have any questions. Thank you!



### Banana Boxes

Please return all banana boxes and do not leave the food bank with produce crates. It is very important that these boxes be returned, as they are an essential part of the Central Texas Food Bank operations.



### Partner Agency Facebook Group

The Central Texas Food Bank created a Facebook group for our partner agencies in order to facilitate information sharing among our partners! Please use this page to share ideas, ask questions, and exchange resources. The Food Bank will occasionally post about new/incoming product, grant opportunities, and general hunger-

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relief news. You can find the Facebook page [HERE](#). Once you click on the “Join Group” icon on the page, a group administrator will approve your request.



### Agencies Ending Hunger Facebook Group

Feeding America has also created an “Agencies Ending Hunger” Facebook Community! This community was created to focus on those involved in meal programs and pantries by connecting, supporting, and celebrating members who are working to address the hunger needs in their community. Check it out [HERE!](#)

## TEFAP Forecast:

Canned Applesauce	Cereal Oat Circles	Canned Black Beans	Tomato Sauce
Canned Green Beans	Canned Pears	1% Milk	Long Grain Rice
Canned Peas	Canned Sliced Peaches	Whole Grain Spaghetti	

## Contact the Team:

Name	Title	Phone	Email Address
Henry Andrastek	Capacity Coordinator	512-220-2676	handrastek@centraltexasfoodbank.org
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