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Partner Agency Newsletter - February 2022

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Spotlight



Please welcome our Network Development Manager, Kate Roberts!



February is here along with cold winter days. Please join us in a warm welcome to Kate Roberts, the Manager of CTFB's newest Network Development Team! Kate's background in collaborating with others to build and improve upon systems makes her the perfect fit for the job, wherein she will work closely with the Agency Relations team to support our Partners. Kate is committed to serving our community and addressing systemic inequalities through her work. Kate describes her communication and collaboration style as straightforward, improvement minded, and always curious.

Kate's key goals for the team will include identifying ways to continue enhancing the capacity of the Partner Agency Network through activities such as capacity grants, trainings, technical assistance, and the implementation of policy and procedure. She has so far enjoyed digging into how our agency collects and observes data across our various programs. Kate is most excited to collaborate with you on the Partner Agency Network's continued development and strategic growth. Kate's favorite fruit is watermelon and if she could have a meal with a fictional group, she would have pizza with the cast of *Parks and Recreation* because as Kate says, "who doesn't love Pizza?"

Resources



Recipe of the Month

[For this month's recipe, we are featuring butter lettuce.](#) There are many different types of lettuce, including the butter lettuce family, which has Boston and Bibb lettuce as some of its members. Lettuce was first cultivated in ancient Egypt, around 2500 B.C., about 4500 years ago! Today, lettuce is cultivated all around the world and is one of the most popular vegetables in the U.S.



Although the name implies it, there is no actual butter in butter lettuce. The "butter" in the name refers to the texture of the leaves, which are smooth and silky. The common characteristics for these types of lettuces are loose, round-shaped, tender, and mildly sweet leaves. There are many ways to add lettuce to your recipes, but they are especially great for wraps, salads, or in sandwiches. In addition to adding color to your plate, butter lettuce has a fair amount of vitamins K, A, and C, and minerals calcium and iron. With these nutrients, adding leafy greens to your diet can help fight off inflammatory diseases and fortify your bones.

In the featured recipe, the butter lettuce serves as a base to hold a mixture of tuna and white beans. With every bite, you will taste the flavors of the red onion,

parsley, avocado, beans, tuna, and the balsamic vinegar on the deliciously smooth leaf. Please share this recipe with our neighbors.

To learn more about our FREE Nutrition Education Classes and to find more recipes such as this one, visit our website [here](#).

[Click here for more recipes.](#)

Food Sourcing Forecast

Below, you will find a list of foods that will be available on the shopping list soon. On the clickable items, you will find easy recipes that can be shared with your clients. [To find more recipes, visit our website!](#)

Meat & Dairy	Produce	Shelf Stable
Cheese- American Blend	Grapefruit	Beef- canned
Cheese- American Blend	Mixed Produce	Black Beans- canned
Cheese- Cheddar Cubes	Oranges	Carrots- canned
Cheese- Swiss Slices	Pears	Cereal- Corn Flakes
Eggs		Chicken- canned
Milk- 1%		Corn- canned
Milk- 2%		Green Beans- canned
Pork Loin		Grits- bagged
		Lentils- dry
		Milk- instant
		Mixed Fruit- canned
		Salmon- Canned

City of Austin's Zero Waste Business Rebate Program Invitation Utility Assistance

This program is currently offering rebates to organizers within the City of Austin that may be interested in expanding their food rescue programs. This could mean improving food storage (purchasing a freezer, refrigerator, and shelving) or

purchasing equipment to help transport food safely (insulated transporters and coolers), or other forms of food rescue infrastructure that would be helpful to your organization.

There are a few requirements to be eligible for the rebate:

1. Your physical location must be affected by the Universal Recycling Ordinance and inside Austin's Full Purpose Jurisdiction.
2. Your food rescue program must be rescuing food that would, otherwise be wasted, and end up in the landfill.

The rebate can be awarded for **up to \$3,000** and is distributed on a first come-first serve basis, with limited availability. The **City of Austin** encourages you to apply as soon as possible if you are interested! The deadline for applications is July 1, 2022. You can apply for the rebate on their website by visiting www.austintexas.gov/zwbizrebate.

Important Reminders

2022 Policy and Procedure Manual

CTFB has updated the Partner Agency Policies and Procedures Manual for 2022. Please download the Manual [here](#) for the most up-to-date version.

Special Operations: Saturday Appointment Option and Shop-For Update

We are looking for Partners interested in moving their CTFB pick-up appointment during the week to **Saturdays** between 8:00am-12:00pm. If this is something

that your agency would be interested in, please email agencies@centraltexasfoodbank.org.

Agency Retail Pick Up: Austin Area Program Expansion

Agency Retail Pick Up needs your help! We have lots of food to be rescued from the Austin area and the Food Sourcing Team has been working hard with stores to ensure a good mix of product is being donated. If you are able to add a couple new weekly pickups to your ARP schedule *or* if you are interested in joining the ARP program to bring donations directly into your organization, please call Maddie at 512-516-9143. We have HEB, Target, Whole Food, GoPuff, and more that are donating on a regular basis.

City of Austin Announces Additional Guidance for Charitable Feeding Organizations

CTFB Partners in Austin/Travis County: Please make sure you are following the food safety guidelines and posting required signage below, as applicable. If you have any questions, please contact Grisel Saenz at Grisel.Saenz@austintexas.gov. For more information about City of Austin Charitable Feeding Organizations, please visit <https://www.austintexas.gov/page/charitable-feeding-organizations>.

The “Protecting Customers and Employees and Preserving Adequate Workforce Capacity” orders include:

- Authorization for business to impose health and safety requirements
- [Notice of Protections Provided](#)
- [General Signage Requirement](#)

Monthly Report Holds

If a Partner Agency **does not** submit their reports by the **eighth, they are on hold and may not place orders until all reports are submitted.**

Once an agency has accrued **4 report holds** in a calendar year, the account will automatically be **suspended until the first of the following month**. The suspension will not be removed until the first of the following month, even after the late report is received. Every late monthly report received after an agency has accrued 4 report holds in a calendar year will automatically be suspended until the first of the following month. Excessive holds in a calendar year may lead to termination. Please let your relationship manager know if you have any questions.

Contact the Team

512.684.2503 | agencies@centraltexasfoodbank.org

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6500 Metropolis Drive, Austin, TX 78744
