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Partner Agency July Newsletter 7/1/22

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New TEFAP forms are Now Live

The updated 2022-2023 TEFAP Income Eligibility Guidelines are in effect starting today July 1, 2022. Updated intake forms with these guidelines are linked below. Please replace any intake forms with the previous income guidelines and use the new forms through June 30th, 2023.

July 1, 2022 – June 30, 2023 Intake Forms:

[TDA Intake Form English](#)

[TDA Intake Form Spanish](#)

[TDA Alternate Intake Form Merged](#)

Please keep an eye on the agencies page of our website for additional languages to come.

IMPORTANT- The food bank will close on Monday, July 4, 2022 in celebration of Independence Day. This means all regularly scheduled pick-ups and deliveries are cancelled during this time.

If you were unable to place your order during your modified ordering window please reach out to your relationship manager to see what may be possible for a reschedule.

For the most up-to-date closure information, please refer to the [2022 Holiday Guide](#) and the [closure section](#) of the [agencies page](#) on our [website](#).

Spotlight



Congratulations to The Caring Place

Congratulations to The Caring Place, for celebrating their 37th Anniversary providing essential resources to Georgetown families. Please click this [link](#) to learn more about their history, accomplishments, and exciting resources to come!



Resources



Recipe of the Month

Did you know that plants are packed with protein? Follow [this link](#) to learn more about the benefits of plant-based proteins and a zesty lentil salad recipe.

Kids in the Kitchen with CTFB

Are there children who are aspiring chefs or simply love to get involved in the kitchen, in your community? Encourage them to join our Nutrition Education Team for a fun, hands-on cooking experience where you will make a variety of kid

approved, delicious, healthy, recipes.

In this series, the kids will learn:

- Basic nutrition based on MyPlate guidelines
- Basic cooking skills and food safety
- How to keep foods safe to eat
- How to prepare simple, healthy dishes and snack foods

Kids in the Kitchen is a free virtual summer camp that will be hosted on zoom and is appropriate for Ages 7-12 years old. To view more details and register, please download [this flyer](#).

For questions email choices@centraltexasfoodbank.org or call 512-282-2111.

Carrot Top Catering Is Here!

As of Today, July 1st, 2022, CTFB's Kitchen has opened up their [interest form](#) for Carrot Top Catering! Carrot Top Catering provides freshly crafted catered meals for your nonprofit events and meetings from our state-of-the-art commercial kitchen. By using Carrot Top Catering for your event or group meal, not only are you choosing delicious, homemade food from a menu curated by our talented chefs, you are also giving back directly to your community. Please visit our Carrot Top catering page [here](#) to take a look at some of the delicious menu items to help your team cool off this summer such as the Spinach, Strawberry, and Candied Pecan Salad! Carrot Top Catering looks forward to your order.



Invitation to Partners Located in Marble Falls

The Central Texas Food Bank is hosting a series of gardening classes in the Marble Falls area. The classes are in partnership with the Hill Country Master Gardeners at Trinity Episcopal Church on 7/30, 8/6, and 8/13 from 9am – 11am. The classes are free and open to the public but space is limited. Download [this flyer](#) for more information and follow [this link](#) to sign up!

Important Reminders

Large Quantities of Food and Household Products— Interested Partners

If your agency has the ability to receive and distribute large amounts of food, including produce and shelf-stable, and household products, we want to know! Please fill out [this form](#) to opt in to receive notifications from CTFB when large quantities of product become available. We will send notifications via email, text, or phone call to inform agencies of available product type and quantity, with a request that agencies respond within a short time frame regarding their ability to receive the product.

- Products may include various sizes and quantities of pallets, totes, boxes, crates, or loose items ranging from five pallets to full truckloads.
- Partner Agencies may need to sort, waste, or organize mixed products prior to distribution to neighbors.
- Items may include perishable items with a short shelf-life, non-perishable items, or household items.
- Items may be picked up at dock appointments or added to deliveries based on operational capacity.

- Partner Agencies may decline product if unable to facilitate timeline or quantity.

To be added to the notification list, fill out [this form](#) today!

CTFB Agency Dock Update

Starting in June, agencies will sign-in at the window area to the left of the dock entrance. We will have signage directing agency staff and volunteers to the new sign-in area.

A few reminders about CTFB Agency Dock Pick-up:

- **Closed-toe shoes are required to ensure upmost safety (no sandals or flip flops allowed)**
 - **This safety requirement is also enforced at regional delivery sites**
- If you are running late or need to cancel your dock appointment, call the **Agency Relations Hotline at 254-684-2503**
- **Please be sure to bring your freezer blanket with you May-September if your vehicle isn't cargo refrigerated**
- Sign in before picking up your order, and sign out after receiving your order
- All agencies must check their order with the invoice prior to leaving the Food Bank
- Arrive no earlier than **20 minutes** before your scheduled pick-up
- Food, drinks and electronic devices are prohibited
- Shop-for items must be boxed separately by category and weighed by Food Bank warehouse staff
- If your agency is located near Belton or Waco, check out the Food Hub Container page to gain similar access to free produce in your area!

Signing Invoices

Signing Order Invoices at the time of pick-up is required to ensure that all invoices are reviewed for accuracy. Make sure to sign both copies **including the one for your records**. Invoices then need to be kept onsite for 3 years so that they are available during site visits.

Changing Locations:

Please remember that all food must be prepared, stored, and distributed in an approved facility. CTFB food may never be stored or distributed at an alternate location without prior notice and approval.

If your agency is moving physical locations, please contact your AR Specialist to schedule a site visit for the new location. During the transition to a new location, sites remain responsible for adhering to all TEFAP and CTFB policy regarding storing, handling, and distributing food.

Contact the Team

512.684.2503 | agencies@centraltexasfoodbank.org

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