



**Memorial Day  
Monday May 27**

**-CLOSED-**

**The Warehouse and Food Bank are CLOSED for Memorial Day.**



**May's Food Safety Orientation will be held on Tuesday, May 28.**

### Monthly Reporting Link

Once more, we have updated the reporting forms, and this time it's definitely in your favor! Going forward, you won't need to manually enter your Agency Name and Number as you can now select them from a drop-down menu. Remember to submit reports using the link available on our website's Agency Zone.

**[CLICK HERE!](#)**

**114 Agencies reported for March 2024**



## INVOICES, STATEMENTS, AND BILL PAY - OH MY!

What's happening in Finance?

It is crucial to include your AGENCY number on ALL payments, regardless of the name on the check. Your Agency Number is specific to your organization and helps avoid any misunderstandings.

If you wish to allocate the payment to a particular balance, please provide the invoice number. Payments without a specified invoice number will be allocated to the oldest outstanding balance.

### Payment Options:

- Mail your payment
- Place a check in the drop box in the Agency Room at your next pick up
- Use an electronic option-
  - Free Options provided by contacting YOUR Bank
    - Direct ACH Transfer
      - Contact our Finance Department for Routing and Account Information
    - Bill Pay
      - Your Bank will automatically cut us a check
  - Bill.Com
    - Must have an account
    - Fees vary based on subscription

*Regrettably, we have faced technical difficulties that have hindered our ability to send Statements via Email in the past few months. Rest assured, our team is actively addressing the issue and we aim to have it back online shortly!*

**If you haven't received a statement recently, please ensure that we have the accurate bookkeeping details for your group. This information is only refreshed every two years during your site survey, unless you inform us sooner.**



## Training & Surveys

### UPCOMING:

**Annual Civil Rights training for USDA Agencies**  
Finalized Training Materials should arrive at any time. Once it does, we will send out the training and required due date to our USDA/CSFP Agencies.

This training is federally mandated to be completed EACH YEAR.

Agencies who do NOT complete their Civil Rights Training by the due date will be placed on hold and unable to place USDA orders until training is completed.



# AGENCY NEWSLETTER

## HUNGER DOESN'T DISCRIMINATE & NEITHER DO WE

On April 12th, we dispatched a survey to our Agency Partners through email, inquiring about specific language and dietary requests of our community members.

While participation in this survey is voluntary, we express our gratitude to the **60 Agencies that have already provided feedback!**

Here are some ways we have already begun to use this information:

- Enhanced the Find Food Website to benefit LEP (Limited English Proficiency) individuals
- Collaborated with our Procurement Team to devise strategies for forming partnerships and acquiring donations that align with the traditional practices of our neighbors.
- Identify areas where the need for language aides and supplemental materials would be the most beneficial.

**Your input assists us in combating hunger and promoting fair access in N. Alabama!**

**[Click this link to participate in our Language Accessibility Survey](#)**



Say "Hello" to the  
New Kid on the  
Block

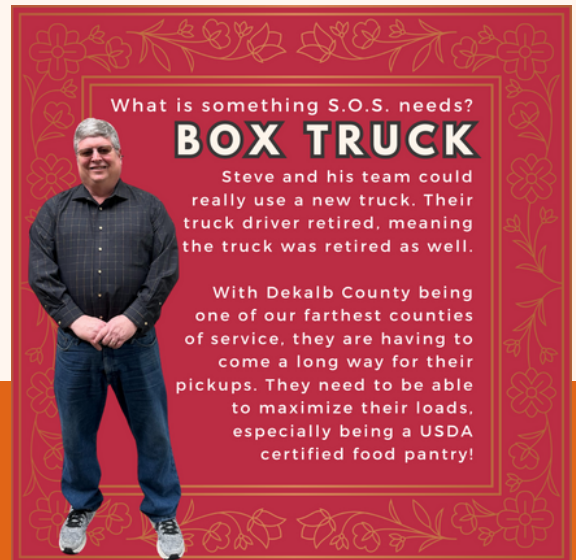
If you have visited the Food Bank front office recently, chances are you have been warmly greeted by the newest member of our team. Welcome to our new Admin Assistant, **Sydney!**



## The Spotlight Series Serving Our Savior

This month, we are shining the spotlight on our incredible partners in Dekalb County at Fort Payne's First Methodist Church food ministry, Serving Our Savior (S.O.S.)! Did you know, Serving Our Savior has been spreading love since 2001? That's right, after 23 years they hold the title of one of our longest-standing pantries, and they're here to stay!

It's not just about food here – it's about community and care. This amazing team goes above and beyond, connecting folks with vital services, offering prayers for those interested, and even providing essentials like toiletries and diapers. And check out their setup – gloves, slippers, jackets, jewelry – they take it a step beyond your typical pantry!



If you would like to be part of our Spotlight Series, email Abbey Rothfeldt at [arothfeldt@fbfna.org](mailto:arothfeldt@fbfna.org)

## AGENCIES HELPING AGENCIES

- A Pallet Jack or HANDI MOVER
- A Box Truck or Other Large Vehicle
- Able Bodied / Tech Savvy Volunteers



## Madison County!

Please print and display the flyer on the following page for your community to see! Greene St Market is dedicated to enhancing access to fresh local produce for EBT users.



# DOUBLE UP FOOD BUCKS

AVAILABLE AT THE GREENE STREET MARKET

**THURSDAYS 3-7PM**

208 Eustis Ave SE, Huntsville, Al

BUY \$1 WITH YOUR  
EBT CARD  
GET \$1 FREE LOCALLY  
GROWN PRODUCE!

Visit the information tent to  
use your EBT card to get up to  
\$10 free a week to use on fresh  
produce at the market!

