



FOOD BANK OF NORTH ALABAMA

# AGENCY NEWSLETTER

September 2024



We want to say  
**THANK YOU!**

**-CLOSED-**

The Warehouse and Food Bank will be closed

**Monday  
October 14**

in honor of  
**Indigenous Peoples Day**

## HUNGER SUMMIT

Thank you to all of our Agency Partners who made this year's Hunger Summit such a success! Your attendance and participation is truly appreciated! This was Amanda & Kelly's first year coordinating and we hope you enjoyed it as much as they did planning it!

**Did you attend Hunger Summit? Your feedback is valued!  
Take our anonymous participation survey now!**

Resources & Presentations are now being added on the Hunger Summit Website for everyone!

**Check back regularly for the most recent uploads!**



## Monthly Reporting Link

This demographic report is essential for validating our food distribution efforts in North Alabama.

These reports are submitted to Feeding America and play a crucial role in advocacy efforts at both local and national levels, as well as in grant applications to support our agencies' capacity building.

This is a requirement for ALL agency partners, **even if you did not distribute that month.**

**Submit for September by  
CLICKING HERE!**

## ADVOCACY UPDATE

**We extend our heartfelt thanks to everyone who dedicated their time to send letters, emails, and make phone calls to the Huntsville City Council on our behalf. Your efforts were noticed!. Huntsville City will be providing some monetary support to the Food Bank for FY25.**



## OTHER WAYS TO STAY IN TOUCH

### INSTAGRAM



<https://www.instagram.com/foodbankal/>

You can continue to support the Food Bank by following us on social media and sharing! Spreading the word helps us to make neighbors aware on how they can aid us in the fight against hunger, as well as where to find assistance if they need it!

### FACEBOOK



<https://www.facebook.com/FBofNA>

# AGENCY NEWSLETTER

## Updates & New Information

### emails from amanda

We have transitioned to a new service for our mass emailing requirements. To ensure you don't miss any important messages from Amanda, please add the following to your "safe" list!  
\*Tip, if you see this on the website but not in your email - check your spam folder!

[acarter-fbofna.org@shared1.ccsend.com](mailto:acarter-fbofna.org@shared1.ccsend.com)

## usda inventory help

We recognize that managing inventory can be challenging when the number of items in a case is unclear. To assist our USDA Agencies, we have introduced a USDA Pack Size reference sheet. You can easily search using the item number from your invoice! This will be updated regularly as new items are added.

Find it here  
[Established Agency Center](#)

## agency distributions

The Food Bank of North Alabama must start reporting to Feeding America regarding our Agency Partner food distributions, which will include the specific days and times for these distributions. In the near future, you may be contacted for updated information about your group's distribution schedule. Groups that do not have a fixed schedule will need to provide one or information on how neighbors are informed of food assistance availability.

[Check your listed distribution on our Find Food Website](#)

Any Questions?



## food safety training

Feeding America mandates that all Partner Agencies undergo a specific level of food safety training tailored to their operations.

It is essential for all Agencies to ensure that at least one individual responsible for food procurement has completed the Food Safety for Food Banking Class and pass a 30-question test to obtain their certification. If you have already undergone the food safety class at Hunger Summit, please use the link below to take your test.

[TAKE THE FOOD SAFETY FOR FOOD BANKING TEST HERE.](#)

For Agency Partners that provide prepared meals to the community (such as soup kitchens, residents, and day programs), at least one individual must hold a Food Safety Manager Certification from a Nationally Recognized Agency. To help these agencies comply, the Food Bank of North Alabama will be offering a Food Safety Manager Course and Test administered by our own newly ServSafe Certified Instructor/Proctor, Kelly!

This week, groups identified as potentially serving prepared meals received a survey to clarify their distribution methods and food safety certification requirements. If your group serves prepared meals and did not receive this email, please reach out to [Kelly at \[agencyservices@fbofna.org\]\(mailto:agencyservices@fbofna.org\)](mailto:agencyservices@fbofna.org) for further assistance.

## website update

The Agency Zone Website is currently undergoing renovations once again.

We recognize that too much information in one place can be overwhelming. To enhance clarity and accessibility, we are reorganizing the layout of the site. The main page will continue to provide everything you need to schedule a pickup appointment, check current warehouse availability, and submit your monthly demographic report.

We now have four primary **Agency Links** designed to assist you:

- Access the current inventory listings
- Schedule a warehouse appointment
- View food recalls
- Discover information, forms, and newsletters in the new **Established Agency Center**.



## partner advisory council

An update regarding our new Advisory Council! Members are asked to commit to a one-year term rather than two.

We are still accepting applications!

Meetings will begin in 2025.

[PAC APPLICATION LINK](#)

## backpack reporting

Backpack programs will now be providing reports on a **MONTHLY** basis this year, rather than at the semester or yearly intervals.

Agencies are expected to use the same demographic reporting form available in the newsletter and on the website.

[CLICK HERE FOR DEMOGRAPHIC REPORTING FORM](#)



## pickup appointments

As the Food Bank expands its network of agency partners, the demand for warehouse pickup appointments has increased. Our Huntsville location is currently booked out for at least 2-3 weeks at all times.

To ensure you receive food when needed, please make sure to schedule your appointments well in advance, as we are unable to accommodate last-minute requests at this time.

Agencies that would like an appointment sooner than available can reach out via phone or email to be added to our waitlist in case of any cancellations.

We sincerely apologize for any inconvenience this may cause.