

# 2024 Department of Agriculture Audit

## Lessons Learned in Changing Times



# Group Agreements

Stay engaged

Speak your **truth**  
responsibly

**Listen** to  
understand

Be **willing** to do  
things **differently** and  
experience  
**discomfort**

Expect and accept  
**non-closure**

**Confidentiality**





# Then and Now

## Previous Visits

- Documents Reviewed during Desk Review portion.
- TEFAP/CSFP – 1 or 2 sites visited per program

## 2024 Visit

- Documents Reviewed during desk review and on site.
- TEFAP/CSFP – 5 TEFAP sites, 1 CSFP (up to 9 sites could be visited at a single food bank under new USDA guidelines).



# Nine Findings in total at our partner agencies.

- Means testing
- Participant's Rights and Responsibilities (PRR) placement
- Intake Spacing
- Document storage
- Applications
- Required Proof of Residency and/or ID
- AJFA poster placement
- Civil Rights Training
  - Presentation is in Agency Resource w/paper test
  - Test is online
- Storage: 6 inches, 4 inches, 2 feet



# Means Testing: How do they qualify?

- Just like baseball!
  - Income, Categorical, Crisis
  - Only use one.
  - Tell the applicant the outcome and duration.
  - Have a plan for ineligible.



H1640 2023.pdf



Oct 2023 TEFAP ETFB Intake Form - English.pdf



Pantry Intake Form Instructions Oct 2023.pdf



# Intake Issues and Recommended Solutions

- Spacing – Voice testing or COVID spacing
- AJFA and PRR – Move to Intake location or make a point guide people to them (must still be in intake area).
- Proof of Residency or ID – CANNOT. REQUIRE.
  - If you are worried about someone providing fraudulent information, contact us.
- Applications: Review for mistakes



# Recommended Solutions (Cont.)

- Ineligible Neighbors or if you review applications after the distribution
  - Consolation or Alternate box (food items donated from Retail Store or other sources).
- Storage – If space is a challenge have a specific location and setup for USDA food.
- Documents: Have a plan for quick access.





# More Changes and Food Bank Led Solutions

- Reviewing our annual audit process to closer align with TDA model.
- Listening tour
- Feeding America and changes to our Partner Agreement
- Remote learning and training changes
- Agency Services Manager Changes



# Questions?



Let's Eat!!!

