

July, 2002

# SNAP Foods:

## Policies and procedures

### What is SNAP?

Last year, the Georgia General Assembly under the leadership of Gov. Roy Barnes, Sen. Charles Walker and Rep. Georganna Sinkfield passed a \$4 million DHR budget item for the food banks of our state.

This program, the **State Nutrition Assistance Program (SNAP)**, is funded with federal **TANF** money designed to serve low income families with children. Georgia is one of fifteen states to have a state food commodities program.

The funding for SNAP will be used to purchase high demand groceries

by the eight Second Harvest Food Banks in Georgia.

The source of funding means that Food Banks and member agencies will be assisting DHR to determine the number of low-income, TANF eligible families that need food assistance.

The program began in mid-November, 1999. Food Banks will be purchasing food throughout the fiscal year. Member agencies may access the food through their food bank's normal distribution procedures.

See below for agency eligibility information



*The State Nutrition Assistance Program is in it's 4th year!*

Agencies can use SNAP food for grocery distribution or for meal preparation.

**Notes of thanks to the Governor can be sent to: Gov. Roy Barnes, Georgia State Capitol, Atlanta, Georgia 30334.**

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### Special points of interest:

- ◆ *SNAP foods are available through your local Georgia Food Bank.*
- ◆ *The program supports Georgia families with children.*
- ◆ *Agencies must continue excellent distribution & usage reporting.*
- ◆ *This is the program's 3rd year of operation.*

### Which Agencies are Eligible?

The funding for SNAP is from a very specific federal program designed to serve low income families with children. The state is entrusting us to spend this money correctly.

Obviously, this means member agencies which do not serve children will

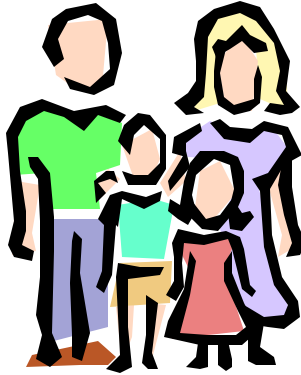
be unable to use SNAP foods. Additionally, agencies which occasionally serve children will not be able to receive SNAP foods on a regular basis. However, the following types of member agencies should feel free to use SNAP:

- ◆ Food pantries
- ◆ Child care centers
- ◆ Kids' Cafes
- ◆ Afterschool programs
- ◆ Family shelters
- ◆ Group homes for children

# Which clients are eligible?

**Families with children.**  
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Here is a listing of indicators you can use to determine whether or not a family is eligible to receive SNAP foods. A family that can show evidence of at least one of these items can receive SNAP foods.



*Serve families with children*

**TANF clients:**

- TANF EBT card

- TANF eligibility letter
- Food Stamp EBT card

**Transitional TANF clients:**

- TANF EBT card
- TANF support services
- Food Stamp EBT card

**At-risk families:**

- USDA commodities eligibility
- Public Housing resident
- Section 8 tenant

- WIC card – current
- Medicaid card
- Peachcare for Kids card
- Free/reduced price school meals
- Full time hourly wages of \$8 or less
- Food Stamp EBT card
- Part-time employment at \$8/hr or less
- No employment, applying for TANF
- Resident of battered women’s shelter
- Low income family with newborn infant

# Be Generous!

**There are no limits on the amount of SNAP food to offer a family.** However, there are a few pointers to remember. Generally, all eligible families will be either working, looking for employment or nursing a newborn. Their time, like all of ours, is precious to them. *Think about providing enough food to last several weeks. This should be at least 45 pounds of food per person per week.*

Not having to worry about feeding one’s children, allows a working parent to focus on performing well on the job.

Of course, one should always ask what type of storage is available. A family without a refrigerator is not a logical candidate for more than one

meal’s worth of meat or other frozen foods.

Think about combining SNAP food with a selection from the food bank’s regular inventory, free produce and USDA commodities. Our goal for SNAP is to offer excellent support to families transitioning from welfare. Not having to worry about feeding one’s children allows a working parent to focus on doing a good job!

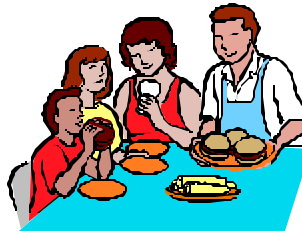
# Moving off—and staying off—welfare...

Money for SNAP comes from the federal Temporary Assistance for Needy Families (TANF) program. This is the welfare-to-work initiative begun in 1996.

Families eligible for SNAP must be TANF clients, former clients receiving “transitional services,” low wage earning parents, or persons “at risk” for entering the TANF program. These situations might include

families who have little income and are facing high medical costs, ones working in seasonal jobs, or women and children who are residing in battered women’s shelters. There are any number of life’s surprises that can throw a hard working family into a financial tailspin.

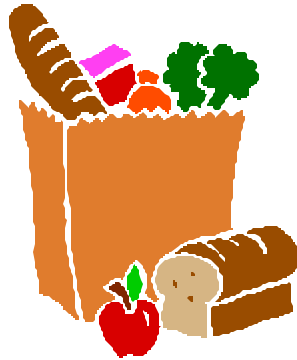
Support from SNAP is one way to help such families from failing in their efforts to become more self-reliant. Poverty and TANF participation in Georgia is at an all time low. Now is an excellent time to help families meet their goals.



*SNAP is one way to support hard-working, low income families.*

# What Foods Are Available?

Below is a list of foods which have been purchased to date. Please use the list for information only and NOT as a shopping guide. The Food Banks cannot guarantee having any one specific product in stock.



*We have quite an extensive shopping list.*

- ⇒ Tuna
- ⇒ Peanut butter
- ⇒ Frozen chicken
- ⇒ Frozen fish

- ⇒ Frozen beef patties
- ⇒ Canned stews/soups
- ⇒ Canned peaches
- ⇒ Canned fruit cocktail
- ⇒ Canned collard greens
- ⇒ Frozen meatloaf
- ⇒ Frozen lasagna
- ⇒ 100% fruit juices
- ⇒ Macaroni & Cheese
- ⇒ Turkey
- ⇒ Salisbury steak

- ⇒ Beef hot dogs
- ⇒ Spaghetti sauce w/meat
- ⇒ Canned corn

Purchasing food is a new experience for us and we are just now learning the ins and outs the process. We will work hard to provide agencies with quality foods that are available to us at reasonable cost.

Call your Food Bank if you have ideas for purchases or have contacts within the food industry .

# Identifying SNAP foods at the Food Bank

Warehouse staff at the Food Bank will place all SNAP foods together on the shopping floor. All SNAP products will have signage above, below and around them indicating if it is part of the program. Some SNAP products may carry a private label on them which says, "SNAP."

Our plans are to have a shopping list of SNAP foods available to

member agencies on the message boards throughout the shopping floor.

Weekly SNAP eligible lists are printed and made available at the Receptionist's Desk. Please check this list before you load your cart with SNAP food. The receptionist can confirm your agency's eligibility as well.

Our new inventory software will tell agency shoppers and check-out staff if a product is "SNAP."

# What about Record Keeping? New form for 2002!

We have redesigned the **Monthly SNAP Reports (MSR)**. Each form has a special questions regarding SNAP food distribution and family eligibility. This form asks agencies to indicate the number of persons receiving SNAP as groceries and/or the number of prepared meals using SNAP food.

Member agencies are responsible to make sure that the Food Bank has

your Monthly SNAP Report by the **5th day of each month**. For example, January's report is due February 5th. Any agency that has not submitted the MSR in a timely manner runs the risk of being ineligible to receive SNAP foods for a period of time.



**Monthly SNAP Reports are due on the 5th day of each month.**

## SNAP Foods!

Please read this entire newsletter to find out important information about this new program.

Questions?  
Call  
404/892-9822



SNAP Foods are a partnership between the Atlanta Community Food Bank, the Georgia Food Bank Association and the Georgia Dept. of Human Resources.



A New Way to Get Food to Low-Income Families in Georgia.

*The mission of the Food Bank is to empower, educate and engage our community in the fight against hunger. We see the State Nutrition Assistance Program and funding through the Department of Human Resources as a new, vital part of our mission. We will be engaging all our partners – new and old – in an attempt to establish this new food resource. We have been and will continue to educate state decision makers and member agencies about the central role of food security to the success of transitioning from welfare to gainful employment. We will empower ourselves to continue to find new avenues toward community food security. Most importantly, of course, is the empowerment of families facing difficult times to accomplish—with confidence—the tasks that mark a life well-lived.*

## Partnership with DHR/DFCS

Georgia's Department of Human Resources, led by Commissioner Jim Martin, administers a variety of programs designed to assist residents of the state: foster care, protective services of seniors and children, food stamps, TANF, child support collections, mental health services and programs for the mentally retarded among others.

DHR's role as the state site for the TANF program has received a great deal of public notice over the past few years. New federal and

state regulations about participation in public benefit programs have dramatically changed the manner in which the Division of Family and Children's Services (DFCS) must operate.



*Support services to include SNAP.*

One of these changes is to focus on employment and education of TANF clients in an effort to reduce their reliance on the program in the future. An exciting aspect of this new direction is the provision of a broad range of support

services to TANF clients in transition.

Support services can be offered to persons applying for TANF, current TANF clients, former clients who are in need of help to maintain employment and the children in such households. These services can include child care subsidies, work uniforms and shoes, textbooks, MARTA cards or other transportation costs, tools required for a job, job skills readiness classes and – with the advent of SNAP – provision of additional food resources.

We look forward to this opportunity to find community solutions to the community problems of poverty and food insecurity.