



# Welcome to GNAP Training

Please type the following information into the meeting chat.

Agency Code

Agency Name

Your Name



# ACFB PARTNER AGENCY GNAP TRAINING



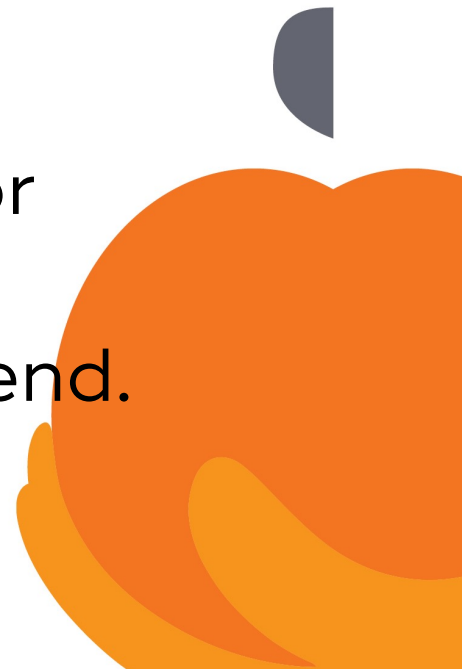


“If We Can  
Conquer Space,  
We Can Conquer  
**CHILDHOOD  
HUNGER.**”

- *Buzz Aldrin*

#WETHECOMMUNITY

- This training will last approximately 1 hour.
- 45 min presentation
- 15 min Q&A
- Please keep microphone on mute during the presentation (virtual).
- Please hold all questions until the end(in person)or type them into the chat(virtual)
- We will be providing answers to questions at the end.



# Learning Objectives:



**1. Explain the GNAP program.**

**2. What is the Food Bank's role in GNAP.**

**3. What is the Partner Agency's role in GNAP.**

**4. Review.**



# Georgia Nutrition Assistance Program (GNAP)

# What is the Georgia Nutrition Assistance Program (GNAP)?

- Georgia General Assembly and Department of Human Services (DHS) offer grant funding to Georgia food banks to provide food assistance to eligible families with children.
- This funding utilizes federal TANF (Temporary Assistance For Needy Families) dollars and as such is subject to those program provisions.
- The focus of the program is to purchase and distribute nutritious foods to Georgia families with children that participate in TANF or are at risk of TANF eligibility.
- This service assists families during periods of financial crisis and transition out of crisis to maintain their households and keeps families intact.



# What's new with GNAP?

- GNAP food can now only be distributed to our neighbors during a set 4-month distribution window.
- Per DHS this allows the program to stay in compliance with changes in the federal TANF law that funds GNAP and governs how often families can receive services.
- GNAP product will only be available in ACFB inventory 4 months out of the year.
- This year that window will be the Summer , 2023
- All GNAP product must be ordered and distributed out of Food Bank and partner agency inventories between May 1 – Aug 31



# ACFB's Role In GNAP

# ACFB Role in GNAP

- **Purchase and distribute nutritious foods to provide continuing support to eligible families with children.**
- **Works with partner agencies to identify and distribute GNAP food to eligible families with children**
- **Ensure distribution of GNAP food happens within the 4-month distribution period. No food purchased with GNAP funds may be distributed to households outside the four-month period selected by each food bank.**
- **At the end of the 4-month distribution period, the Food Bank will verify that all GNAP food inventory has been fully distributed to households within the 4-month distribution period.**

# Examples of Food that might be Available

- Canned Tuna & Chicken
- Pop-Top Canned Meals (Ravioli, Lasagna, Spaghetti, etc..)
- Canned Fruit
- Beef, Chicken, and Turkey Chubs
- Rice (Brown, White, Yellow)
- Dry Beans (Black Lentils, Pinto, & Navy)
- Canned Vegetables (Corn, Green Beans, Peas, Mustard Greens)

This is not a shopping list. Items are not guaranteed to be stock.



# Partner Agency Role In GNAP

# **Which Agencies Are Eligible?**

Only Partner Agencies that serve children may participate in the GNAP program. These include:

# Partner Agency Role

Identify

# Which Families Are Eligible At Food Pantries?

- Only households with minor children living in the home can receive GNAP.
  - A minor is considered a child under age 18, and children age 18 and attending school full-time.
- A family must fall into one of the following categories to qualify for GNAP:
  - Families currently enrolled in TANF and TANF Transitional services
  - At-risk Families defined as currently enrolled in SNAP/Food Stamps, current recipient of SSI, current recipient of Medicaid, or Family income falls below 200% of the Federal Poverty Line(FPL)
- Neighbors will self-declare their eligibility by either
  - A) affirming they currently receive TANF cash assistance,
  - B) affirming they meet one of the At-Risk conditions
- Adults without children cannot receive GNAP foods.

The vast majority of families you serve will be in the “At-Risk” category.

This should be reflected in the records and reports you compile and submit to the Food Bank

- **Georgia DHS identifies At-Risk families as having household income below 200% of the federal poverty line. You can identify these families by asking them if they meet at least one of the At-Risk qualifying conditions.**

# How to Identify At Risk Families:

- They are a current SNAP/Food Stamp recipient.
- Current recipient of SSI,
- Current recipient of Medicaid,
- Family income falls below 200% of the Federal Poverty Line(FPL)

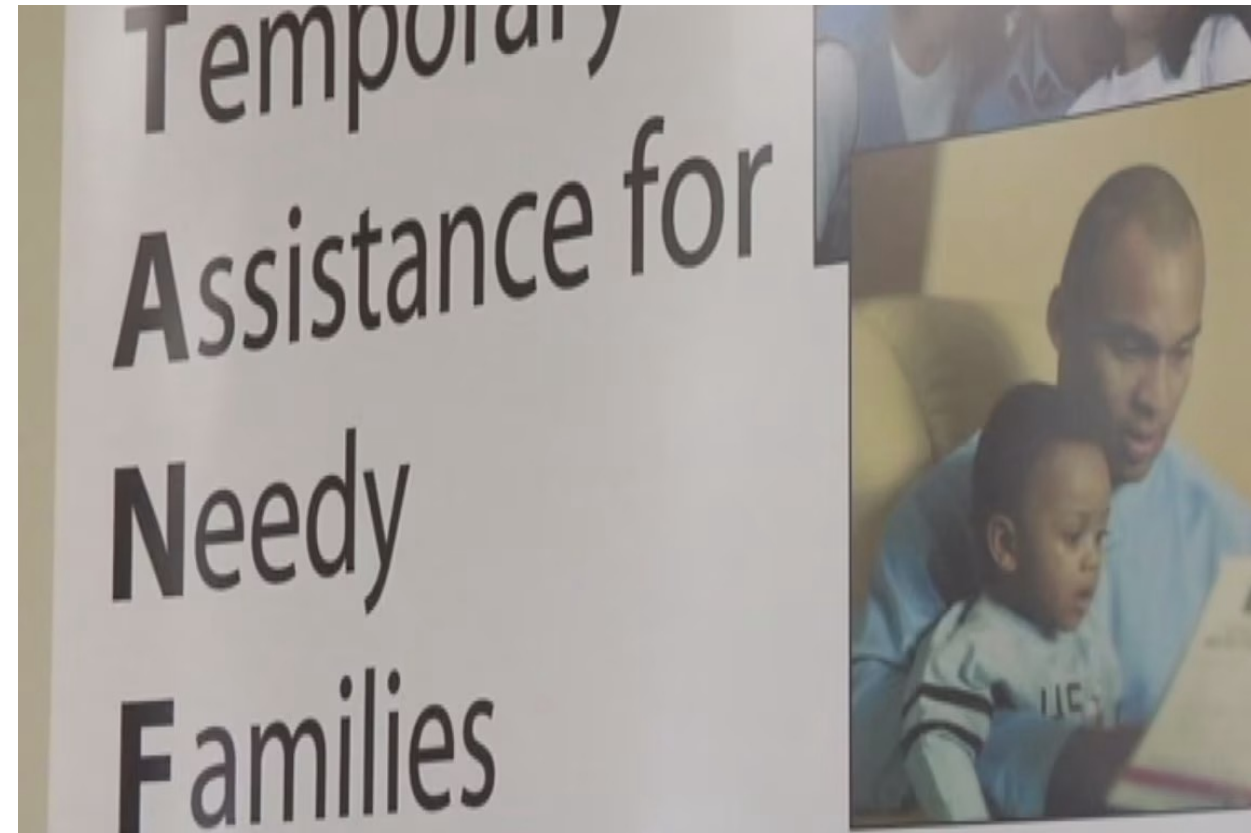


# How To Identify TANF Enrolled Families

Families who participate in the Temporary Assistance for Needy Families (TANF) Program receive monthly cash assistance from the government.

To help a family know if they are enrolled in TANF you can ask if they have received one of the following:

- TANF EBT card
- TANF eligibility letter from DFCS



Because of the small number of families participating in TANF, very few of your GNAP families will qualify for GNAP as TANF recipients.

# How to Identify TANF Transitional Families

After the cash assistance period, a family on TANF may be given additional support services.

**TANF Transitional families** may receive the following services for a short length of additional time:



# What About Record Keeping for Food Pantries?

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**There are two separate reports on E-Harvest used to report GNAP food distribution:**

## **1<sup>st</sup> Report: GNAP Households Report**

- **Indicate the number of households receiving GNAP**
- **Capture how the household is eligible for GNAP (TANF, TANF Transitional, or At-risk)**
- **The total # of households served by each category are submitted to the State Monthly. Accurate reporting is very important to maintain funding. Please be sure to accurately record the number of households in the correct fields.**

## **2<sup>nd</sup> Report: GNAP On Hand Report**

- **Indicate the # of lbs. of GNAP food distributed that month and the # of lbs. of GNAP food still on hand on the last day of the month.**

**Reports are due by the 9<sup>th</sup> day of each month (Ex. March report is due on April 9th)**

# GNAP HOUSEHOLDS REPORT



## Record Keeping Form

### 2023 GNAP Eligibility Form

Our agency is a partner of the Atlanta Community Food Bank which has a contract with the Georgia Department of Human Services (DHS) to receive funds used for purchasing food for the GNAP program. To support this program, we are required to make sure program participants meet certain eligibility requirements and to keep an accurate count of the number of people served. Please take a moment to complete this questionnaire. We are required to have this document completed to receive the funds from DHS. Full completion of this form will have no effect on the services provided.

#### Applicant's Personal Information:

1. Name: \_\_\_\_\_

2. Phone Number: \_\_\_\_\_

Home

Cell

Work

3. E-mail address: \_\_\_\_\_

4. Mailing address: \_\_\_\_\_

5. How many total people live with you in your home? \_\_\_\_\_

How many children? \_\_\_\_\_

6. Currently receiving (Check all that apply) ☐ SNAP/Food Stamps ☐ Medicaid ☐ SSI ☐ TANF

7. What is your total household income? (Include all income from parents, guardians, caregivers, and children living in your house)

8. If different from the above, name of person completing this form for the applicant:

9. Contact information of the person completing this form for the applicant:

10. Date of completion: \_\_\_\_\_

Administrative Use: 200% of Federal Poverty Line 2023

| Household Size | Year      | Month   |
|----------------|-----------|---------|
| 1              | \$29,160  | \$2,430 |
| 2              | \$39,440  | \$3,287 |
| 3              | \$49,720  | \$4,143 |
| 4              | \$60,000  | \$5,000 |
| 5              | \$70,280  | \$5,857 |
| 6              | \$80,560  | \$6,713 |
| 7              | \$90,840  | \$7,570 |
| 8              | \$101,120 | \$8,427 |

\*For family units over 8,  
add the amount shown for  
each additional member:  
Year: \$10,280  
Month: \$857

# E-Harvest Reporting

Report Date: February 2015 Agency Code:

Agency Name:

Contact Info:

## Pantry/Grocery Programs:

1. Number of TANF families

2. Number of Transitional TANF families

3. Number of at-risk families

Total:

## On Premise/Congregate Feeding Programs:

1. Total number of meals served during GNAP foods as ingredients:

Submit



# E-Harvest Reporting

GNAP Report - February 2023

[Submit Report](#) [Print](#)

Activity

Did you use GNAP product for distribution and/or meal preparation this month?

☐ Yes ☐ No

Pantry/Grocery Programs:

|                                      |            |
|--------------------------------------|------------|
| Number of TANF families              | 10         |
| Number of Transitional TANF families | 25         |
| Number of at-risk families           | 150        |
| <b>Total:</b>                        | <b>185</b> |

On Premise/Congregate Feeding Programs:

Total number of meals served using GNAP foods as ingredients:



# GNAP INVENTORY REPORT




All GNAP product must be stored separately and labeled GNAP.



# Monthly On Hand Report

- Month: February Year: 2023



Welcome, ZCS01 ▾

\*Required Reports

**Required Reports**

These reports are required before placing a new order

GNAP On Hand Entry

February 2023

- Monthly Service Report

**Current Monthly Reports**

These reports can be edited throughout this

Save GNAP On Hand

GNAP Pounds: 1,020.00

GNAP On Hand:

Entry Last Updated: 3/23/2023 7:12:44 AM

# On Premise Meals and GNAP





## Who Is Eligible for On Premise Meals with GNAP Ingredients?

01

Children under age 18, and children age 18 and attending school full-time.

02

Children receiving prepared meals are considered eligible and do not require any specific form or application.

03

On premise meal programs that do not serve children will not be able to receive GNAP foods.

# What About Record Keeping for On Premise GNAP Meals?

A MEAL IS CONSIDERED A GNAP MEAL IF YOU UTILIZE ANY GNAP INGREDIENT(S).

BE ABLE TO PROVIDE VERIFIABLE DATA (PHYSICAL PAPERWORK) REGARDING THE NUMBER OF MEALS USING GNAP FOOD AS INGREDIENTS.

REPORTS ARE DUE BY THE 9<sup>TH</sup> DAY OF EACH MONTH (MARCH'S REPORT IS DUE ON APRIL 9TH)

SEE SAMPLE MENU NEXT SLIDE



# Meal Count Calendar

- Month: August Year: 2020

| Sunday           | Monday   | Tuesday  | Wednesday                                      | Thursday                                       | Friday   | Saturday         |
|------------------|--|--|--|--|--|------------------|
| B<br>L<br>D<br>S | B<br>L<br>D<br>S                               | B<br>L Breakfast 21 (G)<br>D Snack 23 (G)<br>S | B<br>L Breakfast 22 (G)<br>D Snack 25 (G)<br>S | B<br>L Breakfast 24 (G)<br>D Snack 25 (G)<br>S | B<br>L Breakfast 21<br>D Snack 23 (G)<br>S     | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L Breakfast 22<br>D Snack 23 (G)<br>S     | B<br>L Breakfast 20 (G)<br>D Snack 25 (G)<br>S | B<br>L Breakfast 20(G)<br>D Snack 25(G)<br>S   | B<br>L Breakfast 22 (G)<br>D Snack 21 (G)<br>S | B<br>L Breakfast 24<br>D Snack 22(G)<br>S      | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L Breakfast 21 (G)<br>D Snack 24 (G)<br>S | B<br>L Breakfast 23<br>D Snack 22(G)<br>S      | B<br>L Breakfast 23<br>D Snack 25(G)<br>S      | B<br>L Breakfast 24 (G)<br>D Snack 25(G)<br>S  | B<br>L Breakfast 20<br>D Snack 25 (G)<br>S     | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L Breakfast 25<br>D Snack 25 (G)<br>S     | B<br>L Breakfast 23<br>D Snack 25 (G)<br>S     | B<br>L Breakfast 20<br>D Snack 21 (G)<br>S     | B<br>L Breakfast 24<br>D Snack 24 (G)<br>S     | B<br>L Breakfast 21 (G)<br>D Snack 25 (G)<br>S | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L Breakfast 0<br>D Snack 0<br>S           | B<br>L Breakfast 0<br>D Snack 0<br>S           | B<br>L Breakfast 24<br>D Snack 20 (G)<br>S     | B<br>L Breakfast 22 (G)<br>D Snack 25(G)<br>S  | B<br>L<br>D<br>S                               | B<br>L<br>D<br>S |

Total Indiv: 25 Total Brkfst: 466 ~ Total Snack: 498 ~ Total Meals: 964 ~ Total GNAP Meals: 715

# E-Harvest Reporting

GNAP Report - March 2023

[Submit Report](#) [Print](#)

## Activity

Did you use GNAP product for distribution and/or meal preparation this month?

☐ Yes ☐ No

## Pantry/Grocery Programs:

Number of TANF families

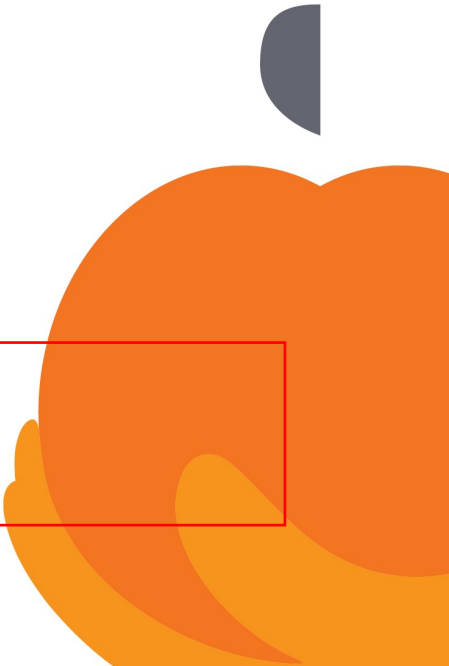
Number of Transitional TANF families

Number of at-risk families

**Total:**

## On Premise/Congregate Feeding Programs:

Total number of meals served using GNAP foods as ingredients:



# Backpack Distributions and GNAP





## **Who Is Eligible for Backpack distributions with GNAP Ingredients?**

**Only children under  
age 18, and children  
age 18 and attending  
school full-time.**

**Schools that are  
classified as Title 1  
automatically qualify  
for Backpack meals.**

# What About Record Keeping for Backpack GNAP Meals?

A BACKPACK PROGRAM UTILIZING GNAP INGREDIENT(S) MUST ADHERE TO THE FOLLOWING:

PROVIDE VERIFIABLE DATA (PHYSICAL PAPERWORK) REGARDING THE NUMBER OF BACKPACKS USING GNAP FOOD AS INGREDIENTS.

REPORTS ARE DUE BY THE 9<sup>TH</sup> DAY OF EACH MONTH (MARCH'S REPORT IS DUE ON APRIL 9TH)



- Backpack Agencies

## Meal Count Calendar

Month AUGUST Year: 2018

| Sunday           | Monday           | Tuesday          | Wednesday        | Thursday         | Friday  | Saturday         |
|------------------|------------------|------------------|------------------|------------------|---|------------------|
| B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S<br>G 7<br>50 Backpacks<br>(BrownBags)  | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S<br>G 14<br>50 Backpacks<br>(BrownBags) | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S<br>G 21<br>30 Backpacks<br>(BrownBags) | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S<br>28<br>50 Backpacks<br>(BrownBags)   | B<br>L<br>D<br>S |
| B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S | B<br>L<br>D<br>S  | B<br>L<br>D<br>S |

Total Individuals: 180    BrownBags: 180    **GNAP Meals: 130**

# E-Harvest Reporting

GNAP Report - March 2023

[Submit Report](#) [Print](#)

Activity

Did you use GNAP product for distribution and/or meal preparation this month?

☐ Yes ☐ No

Pantry/Grocery Programs:

Number of TANF families

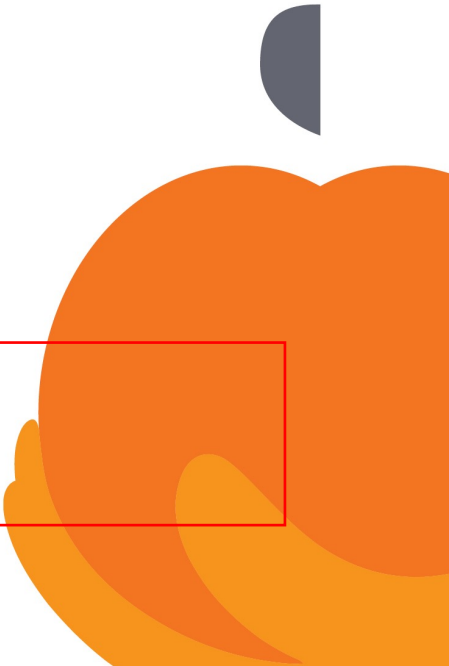
Number of Transitional TANF families

Number of at-risk families

**Total:**


On Premise/Congregate Feeding Programs:

Total number of meals served using GNAP foods as ingredients:



# Monthly On Hand Report

- Month: February Year: 2023



Welcome, ZCS01 ▾

\*Required Reports

**Required Reports**

These reports are required before placing a new order

GNAP On Hand Entry

February 2023

- Monthly Service Report

Save GNAP On Hand

GNAP Pounds: 1,020.00

GNAP On Hand:

Entry Last Updated: 3/23/2023 7:12:44 AM

**Current Monthly Reports**

These reports can be edited throughout this

# Review

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# Recap:

## Food Pantries and GNAP

**TRUE or FALSE: A woman with her son who is 18 and enrolled in school comes in. Are they eligible to receive GNAP commodities?**

**What is the second category a family must fall into to receive GNAP**

- TANF
- \_\_\_\_\_
- GNAP foods must be stored \_\_\_\_\_ and labeled \_\_\_\_\_
- True or False: Cynthia who is 30 yrs old, unemployed, and caring for her senior mother can receive GNAP.
- True or False: Michael lives alone and receives food stamps. Does Michael qualify for GNAP?





# Recap: On-Premise Meals and GNAP

?

True or False: Recipients of prepared meals are automatically considered eligible for GNAP without a specific form or application.

?

True or False: On premise meal programs that occasionally serve children can receive GNAP foods.

?

True or False: If you only use 1 GNAP ingredient, it doesn't count as a GNAP meal towards your total monthly count of GNAP meals served.

?

True or False: There is a separate report for GNAP meals, and your agency will need to provide verifiable data regarding the number of meals using GNAP ingredients.

# Day of GNAP Distribution RECAP:

## Received GNAP:

- Households with children living in the home. **(17yrs or younger or 18yrs old still in school)**
- Partners serving neighbors with children.



## Not Eligible for GNAP:

Households that DO NOT have children living in the home.

On premise meal programs that do not serve children will not be able to receive GNAP commodities.

# Key Takeaways:

GNAP is a program for agencies that serve children...

All GNAP Food must be distributed within the 4-month ACFB GNAP distribution period to eligible families with children.

A family must fall into one of two categories to qualify for GNAP: TANF Recipient, or At-Risk.

Accurate distribution and Inventory numbers must be reported by the 9th each month.

All Partner agencies participating in GNAP must Sign an MOU regarding the program guidelines.