March 13, 2020

TO: Agency Representative

FROM: Elizabeth Cervantes, Director of Agency Relations & Product Acquisitions

Subject: Update: COVID-19

Thank you to all of the agencies that continue to serve food insecure persons in Los Angeles County. The Food Bank monitors the COVID-19 situation closely and continues to take necessary precautions to help ensure that the food remains safe and that our collective mission continues.

It is important to note that as of today, the Food Bank operations are continuing as normal with no known impact on our staff or facilities. The Los Angeles Regional Food Bank staff has no reported cases of COVID-19. The Food Bank also has not received reports of COVID-19 cases from our partner agencies.

In addition to the recommended precautions sent to you on March 10th we ask that you also immediately implement the following recommendation from the Los Angeles County Department of Public Health as best as possible.

Social Distancing – Implement a procedure that will allow at least six feet of space between persons. This does not apply to persons from the same family. Some agencies are utilizing an appointment system and asking persons to wait in their cars until they receive a text. Other agencies have set markers on the floor six feet apart and/or moved chairs in the waiting room six feet apart.

TEFAP Pantry Agencies – As previously advised, CDSS is temporarily allowing agency staff/volunteers to sign the TEFAP sign-in (EFA-7) on behalf of clients. See example of sign-in sheet attached.

All Pantries - We ask you to please distribute larger amounts of food to the persons you serve. This will reduce the families frequency to your site which will decrease the number of persons gathered at one location. If you need an additional allocation of food, please let us know.

Always check with trusted sources for the latest accurate information about COVID-19:

Los Angeles County Department of Public Health
http://www.publichealth.lacounty.gov/media/Coronavirus/

California Department of Public Health
https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx
We are updating our website page several times per week. We have also archived notices previously sent to agencies under the Agency Relations section of our website. [https://www.lafoodbank.org/coronavirus/](https://www.lafoodbank.org/coronavirus/)

We expect our full order of plastic bags and gloves to arrive early next week. However, we do have a small amount available now. Please order through Agency Express.

We appreciate your continued support during this time.

Please feel free to contact the Agency Relations department with any questions.
THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP)
CERTIFICATION OF ELIGIBILITY

Food Distribution Agency Name: ABC Food Bank

Distribution Date & Time: 3.13.20 7:9Pm

Distribution Site Address: 1234 Main St. CA 90050

Contact Name: Betty Jay

Contact Phone: 562.123.4567

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(Example)

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CERTIFICATION

I certify under penalty of perjury that my household income does not exceed the Emergency Food Assistance Program's (TEFAP) posted monthly guidelines, that I am facing an economic emergency, and that the number listed for my household size is true and correct. Commodities are for my personal home use, not to be sold, traded or given away.

<table>
<thead>
<tr>
<th>Signature</th>
<th>Address</th>
<th>Zip Code</th>
<th># of Persons in Household</th>
<th>Is this your first time receiving USDA food this month in this county?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. John Doe</td>
<td></td>
<td>90250</td>
<td>4</td>
<td>☐ Yes  ☐ No</td>
</tr>
<tr>
<td>2. Jane May</td>
<td></td>
<td>90210</td>
<td>3</td>
<td>☐ Yes  ☐ No</td>
</tr>
<tr>
<td>3. Laz Mills</td>
<td></td>
<td>90069</td>
<td>6</td>
<td>☐ Yes  ☐ No</td>
</tr>
<tr>
<td>4. Trevor Noah</td>
<td></td>
<td>90021</td>
<td>2</td>
<td>☐ Yes  ☐ No</td>
</tr>
<tr>
<td>5. Maria Kim</td>
<td></td>
<td>90050</td>
<td>4</td>
<td>☐ Yes  ☐ No</td>
</tr>
</tbody>
</table>

6. ✔

7. ✔

8. ✔

9. ✔

10. ✔

11. ✔

12. ✔

13. ✔

14. ✔

15. ✔

16. ✔

17. ✔

18. ✔

19. ✔

20. ✔

TOTAL: **For # of people in Household, count only YES**

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