



# HAWAII FOODBANK KAUAI

## Monthly Agency Activity Report

Month / Year: \_\_\_\_\_

Agency #: \_\_\_\_\_

Agency #: \_\_\_\_\_

Reported By: \_\_\_\_\_

Phone #: \_\_\_\_\_

### Prepared Meals

| <u>On-site</u>                 |                     |                                      |
|--------------------------------|---------------------|--------------------------------------|
| Total # of Service Days:       | <u>Regular Food</u> | <u>TEFAP/USDA &amp; Regular Food</u> |
| # of Adults                    |                     |                                      |
| # of Children                  |                     |                                      |
| Total # of <b>Meals</b> served |                     |                                      |

| <u>Outreach (Off-site)</u>     |                     |                                      |
|--------------------------------|---------------------|--------------------------------------|
| Total # of Service Days:       | <u>Regular Food</u> | <u>TEFAP/USDA &amp; Regular Food</u> |
| # of Adults                    |                     |                                      |
| # of Children                  |                     |                                      |
| Total # of <b>Meals</b> served |                     |                                      |

### Snacks

|                                 | <u>On-Site</u> | <u>Outreach (Off-site)</u> |
|---------------------------------|----------------|----------------------------|
| Total # of Service Days:        |                |                            |
| # of Adults                     |                |                            |
| # of Children                   |                |                            |
| Total # of <b>Snacks</b> served |                |                            |

### Pantry (Unprepared Meals)

| <u>On-site</u>                      |                     |                                      |
|-------------------------------------|---------------------|--------------------------------------|
| Total # of Service Days:            | <u>Regular Food</u> | <u>TEFAP/USDA &amp; Regular Food</u> |
| # of Adults                         |                     |                                      |
| # of Children                       |                     |                                      |
| Total # of <b>Households</b> Served |                     |                                      |

| <u>Outreach (Off-site)</u>          |                     |                                      |
|-------------------------------------|---------------------|--------------------------------------|
| Total # of Service Days:            | <u>Regular Food</u> | <u>TEFAP/USDA &amp; Regular Food</u> |
| # of Adults                         |                     |                                      |
| # of Children                       |                     |                                      |
| Total # of <b>Households</b> Served |                     |                                      |

### Ohana Produce Plus Program

| <u>Ohana Number (PDXXX):</u>        |  |  |  |  |  |  |  | <u>Totals</u> |
|-------------------------------------|--|--|--|--|--|--|--|---------------|
| Date of Distribuion:                |  |  |  |  |  |  |  |               |
| # of Adults                         |  |  |  |  |  |  |  |               |
| # of Children                       |  |  |  |  |  |  |  |               |
| Total # of <b>Households</b> Served |  |  |  |  |  |  |  |               |

### All Distribution

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
| # of households served with current employment                                        |  |
| # of households served receiving any form of Government/Public Assistance, or Subsidy |  |
| # of households served with a member who is Active Duty in the Armed Forces           |  |
| # of households served with a member who is a Veteran of the Armed Forces             |  |

### SNAP Outreach

|                                                                |  |
|----------------------------------------------------------------|--|
| Is your agency trained to assist with SNAP applications?       |  |
| How many new SNAP applications did you help submit this month? |  |
| How many SNAP recertifications did you help submit this month? |  |

**Reports are due by the 5<sup>th</sup> of the following month**

Mail or Deliver to:  
Hawaii Foodbank Kaua'i

Or Fax to:  
(808) 482-2225

Or E-mail to: [monthlyreports@hawaiifoodbankkauai.org](mailto:monthlyreports@hawaiifoodbankkauai.org)  
HFB Monthly Agency Activity Report  
Revised 5/2024