

TEFAP Monthly Inventory and Participation Report (MIPR)

Complete this form as of the last business day of the reporting month and return it to the Food Bank: _____

*See the TEFAP Monthly Inventory and Participation Report (MIPR) Instructions for definitions and details on how to fill out this form.

Agency Name: _____ Reporting Month/Year: _____

Emergency Food Boxes (EFB)		Large Family Bags	
In stock at the beginning of the month	_____	In stock at the beginning of the month	_____
Received this month	_____	Received this month	_____
Distributed this month	_____	Distributed this month	_____
Losses (if any)	_____	Losses (if any)	_____
Remaining end of month count	_____	Remaining end of month count	_____
List reason(s) for any losses:	_____	List reason(s) for any losses:	_____

Bulk Commodities

Were there bulk items left over from last month? Yes No
 If yes, were they completely distributed/used this month? Yes No

List reason(s) for **any** losses: _____

Bulk Commodities					
<i>(Includes commodities on-hand from prior month. List oldest first.)</i>					
Date Received	Item Name	Cases On-Hand or Received	Cases Used	Losses (if any)	Cases Remaining

(Additional space provided on page 2)

By signing below, I affirm the data provided on this form is accurate to the best of my knowledge.

Agency Representative Signature: _____ Date: _____

Food Bank Use	
Equitable Distribution: EFBs distributed correspond with HH sizes and numbers served (as shown in L2F):	Yes No
If No, what follow-up was conducted and what was the resolution?	
Reviewer's Initials: _____	

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1. **mail:**
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Office of the Assistant Secretary for Civil Rights
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Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
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