



**FEEDING CHILDREN  
EVERYWHERE**

Together for a Hunger-Free World

## **FED 40 QUALIFICATION REQUIREMENTS POLICIES AND PROCEDURES**

### **QUALIFICATIONS:**

#### **Field One: First Name**

Feeding Children Everywhere requires the first name of the individual requesting food assistance to identify individuals who have requested the Fed 40 meals multiple times, to gauge the community's level of need and to effectively account for the total number of individual requesters. The requester's first name will also be used to contact individuals who request food more than three times to connect them with long-term services including health screenings, identification services, job training, and Supplemental Nutrition Assistance Program (SNAP) services.

#### **Field Two: Last Name**

Feeding Children Everywhere requires the last name of the individual requesting food assistance to identify individuals who have requested the Fed 40 meals multiple times, to gauge the community's level of need and to effectively account for the total number of individual requesters. The requester's last name will also be used to contact individuals who request food more than three times to connect them with long-term services including health screenings, identification services, job training, and Supplemental Nutrition Assistance Program (SNAP) services.

#### **Field Three: Age**

Feeding Children Everywhere requires the age of the individual who is requesting food assistance to develop a comprehensive understanding of the demographics of our requesters.

#### **Field Four: Email**

Feeding Children Everywhere requires the email of the individual who is requesting food assistance to inform requesters of their application status. If approved, applicants receive shipping confirmation when the Fed 40 team has prepared and shipped their Fed 40 meals. The email address provided may also be used to get in touch with requesters concerning any missing information, potential issues with requests, or information about connective services for repeat requesters.

#### **Field Five: Phone Number**

Feeding Children Everywhere requires the phone number of the individual who is requesting food assistance to ensure communication is possible in case of challenge delivering emails to the email address provided. Additionally, repeat requests, specific feedback or other needs requiring contact would warrant phone communication.

#### **Field Six: Street Address**

Feeding Children Everywhere requires the street address of the individual who is requesting food assistance to identify the delivery location. Additionally, as Fed 40 grows, the Fed 40 team is gathering geographical information to learn more about the areas in which it serves. This allows the team to identify amount of requests coming in from specific areas, compared to areas where food deserts have been identified.

**Field Seven: How many people live in your household**

Feeding Children Everywhere requires the household size of the individual who is requesting food assistance to help monitor requester demographics as the program grows. This information will be used to ensure portions are considered as the program evolves and expands. Also, household size information will be used to assist in creating an accurate estimate of the number of individuals served.

**Field Eight: How many are under 18**

Feeding Children Everywhere requires the number of household members under the age of 18 of the individual who is requesting food assistance as a key indicator of the demographics served by the Fed 40 program. Establishing the number of individuals under 18 in the household serves to demonstrate the number of potential wage earners in the home as well as the relative impact the program is having on children compared to adults.

**Field Nine: Housing status (Shelter, Homeless, Hotel/Motel, Renting, Homeowner)**

Feeding Children Everywhere requires the housing status (shelter, homeless, hotel/motel, renting, homeowner) of the individual who is requesting food assistance to create more in depth demographic understanding of individuals served as well as providing a means of understanding which requesters are in need of additional connective services. Requesters living in transitional housing situations will be connected to further services which provide aid in establishing more permanent housing situations.

**Field Ten: Employment Status (Part time, Full time, Unemployed, Temporary, Retired)**

Feeding Children Everywhere requires the employment status (part time, full time, unemployed, temporary, retired) of the individual who is requesting food assistance to help connect applicants to other services in their local communities, including employment assistance and job skills opportunities. Employment status will be a factor used in considering the demographic makeup of areas served but is not used to determine eligibility for approval in receiving Fed 40 meals.

**Field Eleven: Total Household income**

Feeding Children Everywhere requires the household income of the individual who is requesting food assistance to prioritize the applicants with the lowest levels of income. Household income will also be essential for Feeding Children Everywhere's evaluation of which areas are in the greatest need of further immediate food assistance. Feeding Children Everywhere determines if individuals qualify for Fed 40 meals by considering their total household income compared to the poverty level given their household size.

**Field Twelve: Are you currently receiving food assistance?**

Feeding Children Everywhere asks if the individual who is requesting Fed 40 meals is currently receiving food assistance to understand if it is necessary to connect them with other resources. Additionally, knowing an applicant's status on food assistance outside of Fed 40 allows the team to identify individuals who are new to the food assistance process.

**Field Thirteen: Do you currently receive SNAP benefits?**

SNAP (Supplemental Nutrition Assistance Program), formerly referred to as "food stamps," is a program facilitated through the United States government which provides long-term food assistance to low-income individuals. Feeding Children Everywhere asks the individual who is requesting food assistance if they are receiving SNAP benefits to connect non-receiving requesters to long-term food assistance when appropriate. Feeding Children Everywhere's policy is that requesters must be SNAP beneficiaries to receive Fed 40 meals but some exceptions will be made for extenuating circumstances. If requesters are not currently SNAP beneficiaries, Feeding Children Everywhere will connect them to SNAP services.

**Field Fourteen: SNAP Validation**

Feeding Children Everywhere requires first six digits of the requestor's SNAP account to verify that they receive SNAP benefits through back end validation.

**Field Fifteen: Tell us why you're requesting food assistance from us.**

Feeding Children Everywhere asks the individual who is requesting Fed 40 meals why they are requesting food assistance because, although demographics are extremely important to gather, we understand that they do not tell the whole story. Learning more about the people that Fed 40 serves in their own words is one of the most fundamental purposes of the application process. As Fed 40 continues to grow, knowing the stories of those who are engaging in the program allows the Fed 40 team to stay connected to those who are being served. Knowing more about applicants also allows the Fed 40 team to connect applicants to additional services when applicable.

**Field Sixteen: How did you hear about Fed 40?**

Feeding Children Everywhere asks the individual who is requesting food assistance how they heard about Fed 40 to channel resources to the most effective awareness platforms. Information about Fed 40 is distributed through news, web articles, blogs and social media as well as word of mouth and knowing which platforms reach the most people helps Feeding Children Everywhere to allocate awareness resources to those most effective areas.