



Eastern Illinois
FOODBANK

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Hello Partners,

In light of the current health concerns EIF would like to offer some guidance on how Partner Agencies should proceed. We would encourage all agencies to operate as normal. If you feel you must close, please contact EIF to let us know. Some additional recommendations –

- Limit the exchange of hardware and other items between individuals, such as Chromebooks, pens, etc.
- Please regularly disinfect all surfaces and encourage the use of hand sanitizer
- In lieu of having the clients sign in, the intake aids can place an X on Link2Feed and other paperwork after obtaining client consent
- You may use the Anonymous Visit button in Link2Feed to limit client interview time if client is new
- Post signs outside your agency asking those who are sick to send someone else to get their food **USDA agencies, please be flexible with proxy forms*

If you have specific concerns please reach out to EIF and we will be happy to work through them with you. If you are concerned about the increase in need, please email csr@eifoodbank.org to discuss options.

Thank you for all your hard work during this time!