



# Statistics for Food Pantries: A Refresher

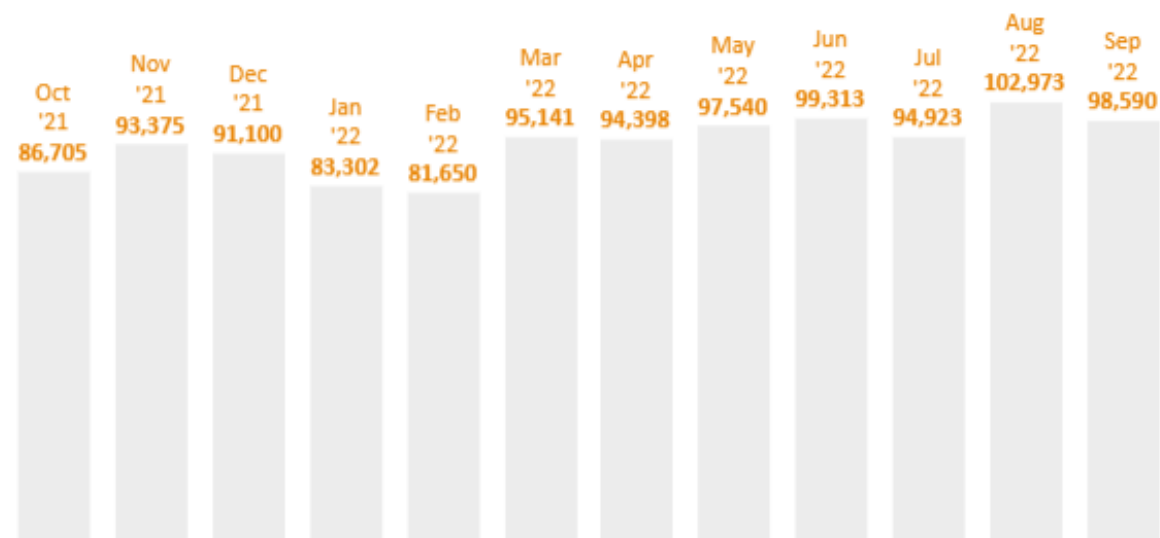
May 2023

# From The Food Bank's Website...

Where do these numbers come from?

## Individuals Served by The Food Bank and its Member Programs

Average Monthly: **93,251** (October 2021 - September 2022)



## Meals Provided by The Food Bank and its Member Programs

Total: **10,125,515** Average Monthly: **843,793** (October 2021 - September 2022)

**They come from YOU!!**

# Monthly Statistics

Essentials Guide p. 30-32

- ▶ **Why do they matter?**
  - ▶ For EFPs, program size is determined by monthly statistics. Program size determines MEFAP & USDA case limits!
  - ▶ We use the numbers you report to communicate to media, legislators, and donors about the work we do together - we rely on you for accurate, timely reports!
- ▶ **Stats for each month are due the 15<sup>th</sup> of the following month**
  - ▶ Ex. reports for April 1-30 are due on May 15
- ▶ **Submit via Statistics tab in Online Ordering**
  - ▶ Online Ordering will not allow you to order if your most recent statistics are more than 30 days past due!

# Monthly Statistics

## Information required by FBWM:

Total individuals

Total households

Service visits

Number of and ages of new  
participants

## For FBWM you do NOT need to collect information on:

Race

Income

Gender

Dis/ability

Address\*

Citizenship/Immigration Status

Hair Color

Height

Favorite Superhero

**Total Individuals** counts each person ONE time during the month (pantries = each family member, others = each person who receives food)

**New Individuals** counts each person the FIRST time they come in a *fiscal year* (October - September)

**Service Visits** - counts each person EVERY time they get food (pantries = every family member, every time; others = every person, every visit)

A few tips (based on very common errors):

- ▶ Service Visits should be equal to or greater than Total Individuals
- ▶ In October, Total Individuals and New Individuals should be equal
- ▶ New Kids, Adults, and Seniors should always add up to New Individuals

*\*Oasis Insight tracking software and USDA eligibility both require that you record the person's town of residence - TOWN ONLY*

# Stats Case Study for Pantries

- ▶ It's November 2022.
- ▶ Your pantry is open twice/week.
- ▶ A mother comes to pick up for a family of 5 - 2 parents, ages 28 and 29, 2 children, ages 2 and 4, and one grandparent, age 66. They came to the pantry a few times during the summer, but did not visit in September or October. They get food from the pantry twice in November.

Name	# in family age 0-17	# in family age 18-64	# in family age 65+	First visit since Oct. '22?	How many visits this month?
Family A	2	2	1	Y	2

# Stats Case Study (continued)

- ▶ A single woman, age 34, who just moved to town and lives alone, visits the pantry for the very first time this month. She gets food 5 times during the month.

Name	# in family age 0-17	# in family age 18-64	# in family age 65+	First visit since Oct. '22?	How many visits this month?
Family B	0	1	0	Y	5

# Stats case study (continued)

- ▶ A single dad, age 38, comes to pick up food for his family twice during the month. He has 4 kids, ages 16, 13, 10, and 3, and has been coming to the pantry at least once each month for the last year.

Name	# in family age 0-17	# in family age 18-64	# in family age 65+	First visit since Oct. '22?	How many visits this month?
Family C	4	1	0	N	2

# Stats Case Study (continued)

- ▶ On your last distribution of the month, a grandmother comes to pick up for her household of 5. She is 63, and her husband is 65. They live with her daughter and her boyfriend, both age 33. The daughter and her boyfriend have a 2 year old son. The family got food from your pantry back in the spring, but hasn't been back since.

Name	# in family age 0-17	# in family age 18-64	# in family age 65+	First visit since oct. '22?	How many visits this month?
Family D	1	3	1	Y	1



# Statistics Case Study - Calculating Your Monthly Report

Here is all my data for the month of November:

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

<b>TOTAL INDIVIDUALS</b>			<p><b><u>Pantries &amp; Internal Pantries:</u></b> please include all family members in total;</p> <p><b><u>All other programs:</u></b> please only include individuals served directly</p>
<b>NEW INDIVIDUALS</b>	<b>Total</b>		Of the INDIVIDUALS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year (Oct.-Sept.)?</b> (should = sum of age breakdowns)
	<b>0-17</b>		Of these new individuals, how many were children (age 0-17)
	<b>18-64</b>		Of these new individuals, how many were age 18-64?
	<b>65+</b>		Of these new individuals, how many were age 65+?
<b><u>EMERGENCY Programs ONLY (Pantries, Meal sites, Shelters):</u></b>			
<b>TOTAL HOUSEHOLDS</b>			How many HOUSEHOLDS did you provide food for this month?
<b>NEW HOUSEHOLDS</b>			Of the HOUSEHOLDS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year?</b>
<b>SERVICE VISITS</b>			<p><b>PANTRIES:</b> Please count each INDIVIDUAL in a FAMILY each time he/she received food from your program.</p> <p><b>MEAL SITES/SHELTERS/REHABS:</b> Please count each meal served as one service visit.</p>

# Stats - Total Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total Individuals = Sum of the total individuals in each family**

Family A =  $2 + 2 + 1 = 5$

Family B =

Family C =

Family D =

**Total** =

# Stats - Total Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total Individuals = Sum of the total individuals in each family**

Family A =  $2 + 2 + 1 = 5$

Family B =  $0 + 1 + 0 = 1$

Family C =

Family D =

**Total =**

# Stats - Total Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total Individuals = Sum of the total individuals in each family**

$$\text{Family A} = 2 + 2 + 1 = 5$$

$$\text{Family B} = 0 + 1 + 0 = 1$$

$$\text{Family C} = 4 + 1 + 0 = 5$$

$$\text{Family D} =$$

$$\text{Total} =$$

# Stats - Total Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total Individuals = Sum of the total individuals in each family**

$$\text{Family A} = 2 + 2 + 1 = 5$$

$$\text{Family B} = 0 + 1 + 0 = 1$$

$$\text{Family C} = 4 + 1 + 1 = 5$$

$$\text{Family D} = 1 + 3 + 1 = 5$$

**Total =**

# Stats - Total Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total Individuals = Sum of the total individuals in each family**

$$\text{Family A} = 2 + 2 + 1 = \mathbf{5}$$

$$\text{Family B} = 0 + 1 + 0 = \mathbf{1}$$

$$\text{Family C} = 4 + 1 + 1 = \mathbf{5} \quad \mathbf{+}$$

$$\text{Family D} = 1 + 3 + 1 = \mathbf{5}$$

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**Total = 16**

<b>TOTAL INDIVIDUALS</b>	<b>16</b>		<p><b><u>Pantries &amp; Internal Pantries:</u></b> please include all family members in total;</p> <p><b><u>All other programs:</u></b> please only include individuals served directly</p>
<b>NEW INDIVIDUALS</b>	<b>Total</b>		Of the INDIVIDUALS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year (Oct.-Sept.)?</b> (should = sum of age breakdowns)
	<b>0-17</b>		Of these new individuals, how many were children (age 0-17)
	<b>18-64</b>		Of these new individuals, how many were age 18-64?
	<b>65+</b>		Of these new individuals, how many were age 65+?
<b><u>EMERGENCY Programs ONLY (Pantries, Meal sites, Shelters):</u></b>			
<b>TOTAL HOUSEHOLDS</b>			How many HOUSEHOLDS did you provide food for this month?
<b>NEW HOUSEHOLDS</b>			Of the HOUSEHOLDS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year?</b>
<b>SERVICE VISITS</b>			<p><b>PANTRIES:</b> Please count each INDIVIDUAL in a FAMILY each time he/she received food from your program.</p> <p><b>MEAL SITES/SHELTERS/REHABS:</b> Please count each meal served as one service visit.</p>



# Stats - New Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total New Individuals = Sum of the new individuals in each age group**

New Individuals 0-17 =  $2 + 1 = 3$

New Individuals 18-64 =

New Individuals 65+ =

# Stats - New Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total New Individuals = Sum of the new individuals in each age group**

New Individuals 0-17 = 2 + 1 = 3

New Individuals 18-64 = 2 + 1 + 3 = 6

New Individuals 65+ =

# Stats - New Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total New Individuals = Sum of the new individuals in each age group**

New Individuals 0-17 = 2 + 1 = 3

New Individuals 18-64 = 2 + 1 + 3 = 6

New Individuals 65+ = 1 + 1 = 2

# Stats - New Individuals

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total New Individuals = Sum of the new individuals in each age group**

New Individuals 0-17 = 2 + 1 = 3

New Individuals 18-64 = 2 + 1 + 3 = 6

New Individuals 65+ = 1 + 1 = 2



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**Total New Individuals = 11**

<b>TOTAL INDIVIDUALS</b>	<b>16</b>		<b><u>Pantries &amp; Internal Pantries:</u></b> please include all family members in total; <b><u>All other programs:</u></b> please only include individuals served directly
<b>NEW INDIVIDUALS</b>	<b>Total</b>	<b>11</b>	Of the INDIVIDUALS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup></b> of this fiscal year (Oct.-Sept.)? (should = sum of age breakdowns)
	<b>0-17</b>	<b>3</b>	Of these new individuals, how many were children (age 0-17)
	<b>18-64</b>	<b>6</b>	Of these new individuals, how many were age 18-64?
	<b>65+</b>	<b>2</b>	Of these new individuals, how many were age 65+?
<b><u>EMERGENCY Programs ONLY (Pantries, Meal sites, Shelters):</u></b>			
<b>TOTAL HOUSEHOLDS</b>			How many HOUSEHOLDS did you provide food for this month?
<b>NEW HOUSEHOLDS</b>			Of the HOUSEHOLDS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup></b> of this fiscal year?
<b>SERVICE VISITS</b>			<b>PANTRIES:</b> Please count each INDIVIDUAL in a FAMILY each time he/she received food from your program. <b>MEAL SITES/SHELTERS/REHABS:</b> Please count each meal served as one service visit.

# Stats - Total & New Households

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Total Households = 4**

# Stats - Total & New Households

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

Total Households = 4

**NEW Households = 3**

<b>TOTAL INDIVIDUALS</b>	<b>16</b>		<b><u>Pantries &amp; Internal Pantries:</u></b> please include all family members in total; <b><u>All other programs:</u></b> please only include individuals served directly
<b>NEW INDIVIDUALS</b>	<b>Total</b>	<b>11</b>	Of the INDIVIDUALS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year (Oct.-Sept.)?</b> (should = sum of age breakdowns)
	<b>0-17</b>	<b>3</b>	Of these new individuals, how many were children (age 0-17)
	<b>18-64</b>	<b>6</b>	Of these new individuals, how many were age 18-64?
	<b>65+</b>	<b>2</b>	Of these new individuals, how many were age 65+?
<b><u>EMERGENCY Programs ONLY (Pantries, Meal sites, Shelters):</u></b>			
<b>TOTAL HOUSEHOLDS</b>	<b>4</b>		How many HOUSEHOLDS did you provide food for this month?
<b>NEW HOUSEHOLDS</b>	<b>3</b>		Of the HOUSEHOLDS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year?</b>
<b>SERVICE VISITS</b>			<b>PANTRIES:</b> Please count each INDIVIDUAL in a FAMILY each time he/she received food from your program. <b>MEAL SITES/SHELTERS/REHABS:</b> Please count each meal served as one service visit.



# Stats - Service Visits

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

Service Visits = Total Individuals in each family x How many times that family received services

Family A = **5 people x 2 visits = 10**

Family B =

Family C =

Family D =

# Stats - Service Visits

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Service Visits = Total Individuals in each family x How many times that family received services**

Family A = 5 people x 2 visits = 10

Family B = **1 person x 5 visits = 5**

Family C =

Family D =

# Stats - Service Visits

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Service Visits = Total Individuals in each family x How many times that family received services**

Family A = 5 people x 2 visits = 10

Family B = 1 person x 5 visits = 5

Family C = **5 people x 2 visits = 10**

Family D =

# Stats - Service Visits

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Service Visits = Total Individuals in each family x How many times that family received services**

Family A = 5 people x 2 visits = 10

Family B = 1 person x 5 visits = 5

Family C = 5 people x 2 visits = 10

Family D = **5 people x 1 visit = 5**

# Stats - Service Visits

Name	#in family 0-17	# in family 18-64	# in family 65+	First time since Oct 1 2022?	# times went to program this month
Family A	2	2	1	Y	2
Family B	0	1	0	Y	5
Family C	4	1	0	N	2
Family D	1	3	1	Y	1

**Service Visits = Total Individuals in each family x How many times that family received services**

Family A = 5 people x 2 visits = **10**

Family B = 1 person x 5 visits = **5**

Family C = 5 people x 2 visits = **10** +

Family D = 5 people x 1 visit = **5**

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**Total = 30**

<b>TOTAL INDIVIDUALS</b>	<b>16</b>		<b><u>Pantries &amp; Internal Pantries:</u></b> please include all family members in total; <b><u>All other programs:</u></b> please only include individuals served directly
<b>NEW INDIVIDUALS</b>	<b>Total</b>	<b>11</b>	Of the INDIVIDUALS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year (Oct.-Sept.)?</b> (should = sum of age breakdowns)
	<b>0-17</b>	<b>3</b>	Of these new individuals, how many were children (age 0-17)
	<b>18-64</b>	<b>6</b>	Of these new individuals, how many were age 18-64?
	<b>65+</b>	<b>2</b>	Of these new individuals, how many were age 65+?
<b><u>EMERGENCY Programs ONLY (Pantries, Meal sites, Shelters):</u></b>			
<b>TOTAL HOUSEHOLDS</b>	<b>4</b>		How many HOUSEHOLDS did you provide food for this month?
<b>NEW HOUSEHOLDS</b>	<b>3</b>		Of the HOUSEHOLDS reported above, how many were there for the <b>first time since Oct. 1<sup>st</sup> of this fiscal year?</b>
<b>SERVICE VISITS</b>	<b>30</b>		<b>PANTRIES:</b> Please count each INDIVIDUAL in a FAMILY each time he/she received food from your program. <b>MEAL SITES/SHELTERS/REHABS:</b> Please count each meal served as one service visit.

# Common Errors + Questions

- ▶ Who counts in a “household?”
  - ▶ Anyone who lives there and will be eating the food provided
  - ▶ Ex. A mother who lives with her adult daughter and grandchild - all would be considered the same household
  - ▶ If the daughter’s boyfriend moves in with them, he is now part of the household
- ▶ If your pantry only distributes once/month, your Total Individuals and Service Visits will be the SAME, because each person visited your program only once.
- ▶ For programs that are open once/week, do NOT take the number of people you serve in a week and multiply by the number of weeks in a month. While this might seem like a convenient shortcut, it is not an accurate representation of the actual number of people served by your program.

# Questions?

Agency Relations Team

[agencyrelations@foodbankwma.org](mailto:agencyrelations@foodbankwma.org)

413-247-9738