

# DOH PROGRAM 21 - SUPPORT TO ALASKAN FOOD BANKS AND PANTRIES TO PROMOTE FOOD SECURITY

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## I. **PROGRAM OBJECTIVES**

The Alaskan Food Security Support Grant was created in FY2025 as a one-time funding increment to address the urgent and growing demand on food banks and pantries across Alaska. Due to elevated inflation and food insecurity, these organizations are experiencing a significant increase in community need. This grant program supports the recommendations made by the Governor's Food Security Task Force and is intended to provide temporary relief until long-term solutions can be implemented.

Funding is intended to strengthen the capacity of food banks and pantries to acquire, store, and distribute food to Alaskan communities in need. The program is administered by the Division of Public Assistance (DPA) and will not continue into FY2026.

## II. **PROGRAM PROCEDURES**

Funds under this program are distributed through a competitive grant process administered by the Division of Public Assistance (DPA). Eligible applicants include nonprofit food banks and pantries operating within the state of Alaska.

Grant awards must align with the program's objective of addressing immediate food security challenges. Application procedures, funding levels, service areas, and reporting expectations are specified in the Request for Proposal (RFP). Due to the one-time nature of this funding, services are expected to be implemented quickly and efficiently during FY2025.

## III. **COMPLIANCE REQUIREMENTS AND SUGGESTED AUDIT PROCEDURES**

### A. **TYPES OF SERVICES ALLOWED OR UNALLOWED -**

**Compliance Requirements:** Grant funds under this program are used to provide services to the target populations as specified the RFP.

**Suggested Audit Procedures:** Perform audit procedures to verify compliance with applicable federal and state guidelines. Review the following:

- a) A copy of the most recent Request for Proposal(s);
- b) Final Grant award including all conditions;
- c) Grant revisions and related transmittal letters;
- d) Licenses, certification, approval, status of provide nonprofit corporation if applicable

### B. **ELIGIBILITY -**

**Compliance Requirement:** The grantee must be a nonprofit agency or political subdivision or Alaska Native Entity meeting the requirements of 7 AAC 78.030.

**Suggested Audit Procedures:** Perform audit procedures to verify compliance with applicable federal guidelines.

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- a) Review documentation establishing grantee eligibility;
- b) Confirm nonprofit or governmental status;
- c) Verify adherence to all applicable eligibility conditions in the RFP.

## **C. MATCHING, LEVEL OF EFFORT AND/OR EARMARKING REQUIREMENTS -**

**Compliance Requirement:** This one-time grant program does not require matching funds; however, grantees must demonstrate financial capacity and readiness to expend funds within the fiscal year.

## **D. REPORTING REQUIREMENTS -**

1. **Compliance Requirement:** Quarterly fiscal and programmatic reports must be submitted within 30 days of each quarter's end. Reports must include performance data showing the number of individuals served, volume of food distributed, and progress toward stated outcomes.

Suggested Audit Procedures:

- a) Review procedures for preparing reports and evaluate adequacy;
  - b) Review a sampling of reports for completeness of submission;
  - c) Trace data in selected reports to the supporting documentation; and
  - d) Evaluate adjustments, if any, for propriety.
2. **Compliance Requirement:** The agency's audit report must present a statement of revenue and expenses, budget and actual, for each state grant. Such statements must show, for each state fiscal year grant, the final approved budget by line item category, actual revenues and expenditures and variance between budgeted and actual revenues and expenditures. Disallowed or questioned costs must be clearly disclosed.  
**Suggested Audit Procedures:**
    - a) Review grant regulation 7 AAC 78.230.
    - b) Review audit report for compliance with the above.
  3. **Compliance Requirement:** The agency must clearly show on their audit report any outstanding liability to the State as payable to the State. This includes unspent grant funds and disallowed costs.  
**Suggested Audit Procedures:**
    - a) Determine whether the agency has any outstanding liability to the State.
    - b) Review grant regulation 7 AAC 78.230.
    - c) Review audit report to ensure proper presentation.

## **E. SPECIAL TESTS AND PROVISIONS -**

1. **Compliance Requirement:** Grantees must implement any corrective actions or recommendations resulting from program site visits or state monitoring.

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### **Suggested Audit Procedures:**

- a) Obtain any site visit or monitoring reports;
- b) Confirm actions taken to address noted issues;
- c) Review correspondence and documentation supporting follow-up actions.