

Link2Feed Tips and Tricks

Link2Feed can make pantry days more efficient if you have the right tools in place. Here are some tips and tricks for using Link2Feed at your agency.

- Consider transitioning to barcode scanning to speed Link2Feed intake up.
- Consider implementing a number system by giving each neighbor a number and calling each neighbor's number when you're ready to check them in.
- If you have neighbors that are waiting in line before you open, try signing up new neighbors into Link2Feed to save time during your distribution.
- Try offering pantry appointments- especially for new neighbors.
- Always make sure to search for neighbors by name or date of birth before creating new profile to avoid duplications.
- If you are searching neighbors by name, double check birth dates to make sure it's the correct neighbor.
- If a neighbor self-enrolled through CNCT, remember that you do NOT have to create a new profile for them.
- When you are using QuickClicks only have TEFAP OR Pantry on, but never both at same time.
- Entering neighbors into Link2Feed Live vs Backdating will produce more accurate results.
- Always complete the entire profile in Link2Feed – do not skip required questions or select “didn't ask”.
- Enter all household members, including children.
- Enter each household member's monthly income to ensure the neighbor will qualify for all federal programs.
- Enter the address provided by the neighbor, which is not always what's on their license.
- Report any duplicate profiles to the agency relations team so the profiles can be merged.

