# Food Pantry

## Goals

1. Create a page in MinistryPlatform that records the same food pantry data that is stored in the current Food Pantry database.
2. Make the default view of the page easy to read so staff can determine the number of visits and household information quickly.
3. Allow household information to be stored in MP rather than in a separate database.
4. Add all the functionality MP provides to stored data through the MP program (i.e., auditing, photo attachments, processes, reports, etc.)
5. Create reports to make end of year reporting easy for Info Center and Accounting staff. Reports will be available to all staff with privileges.

## New Workflow

1. Info Center staff will use the Food Pantry page to record each time a person receives food from the Food Pantry.
2. Info Center staff will use the views created in MP to easily view all households that have received food.
3. Any staff with privileges can run reports to determine the number of families served, the number of people fed, the number of boxes given to families and the number of visits to the food pantry for any given year.

## Changes to Page/Section Structure

1. Add a page titled **Food Pantry** to the **Staff Stuff** section.
2. No new sections will be created.

Table describing new pages added to MP:

|  |  |
| --- | --- |
| **Page Name** | **Description** |
| Food Pantry Visits | Records each time a person receives food from the Food Pantry. |

## Implementation

Create a page the keeps track of the households that have received food from the food pantry. Each record will record a visit when a person receives food. The table will have foreign keys to the Households table and Contacts table.

Create a view that show the number of times a household has received food for the current year. That view can also show all the household info. The “All Records” view will also show who created the record and the date it was created.

Create new Household Source titled “Food Pantry” for household sources.

Add a sub page to the Households page so Food Pantry visits can be viewed by household.

## Database Schema Changes

1. **New Tables**
   1. Name: **RMC\_Food\_Pantry\_Visits**
      1. Reason Needed: Stores each visits a household makes to the Food Pantry.
      2. Field Names:
         1. RMC\_Food\_Pantry\_Visit\_ID: int, PK, IDENTITY(1,1), NOT NULL
         2. \_Household: int, FK to Households.Household\_ID, NOT\_NULL
         3. Recipient: int, FK to Contacts.Contact\_ID, NOT\_NULL
         4. Visit\_Date: date, NOT\_NULL
         5. Boxes\_Provided: tinyint
         6. Notes: nvarchar(255)
         7. Domain\_ID: int, NOT NULL

## New Pages

1. Name: **Food Pantry Visits**
   1. Section Location:
   2. Security: Give security role access to all pages, sub-pages, reports, tools, etc. to Info Center and Pastoral Care staff.

## New Sub Pages

1. Name: **Food Pantry Visits**
   1. Main Page: **Households**

## Views

1. Name: **Current Year Visits**
   1. Page: **Food Pantry Visits**
   2. Purpose: To show summary information about each household showing how many times they have received food boxes for the year.

## Stored Procedures

Note: All stored procedures related to reports are listed in the **Reports** section.

1. Name: **RMC\_Stored\_Proc\_Name**
   1. Reason Needed:
   2. Important Notes:

## Triggers

1. Table: **RMC\_Food\_Pantry\_Visits**
   1. Name: **RMC\_Insert\_Household\_ID**
      1. Reason Needed: Adds the Household\_ID to the RMC\_Food\_Pantry\_Visits table so a direct relationship can exist between the RMC\_Food\_Pantry\_Visits table and the Households table. This will allow a subpage to be added to the Households page in MP that shows how many visits a household has made to the Food Pantry.
   2. Name: **RMC\_Updated\_Household\_ID**
      1. Reason Needed: Updates the Household\_ID on the RMC\_Food\_Pantry\_Visits table when a record in MP is updated. To avoid getting in an infinite loop since an update causes the trigger to run the statement within the trigger is causing an update, the special tables “Inserted” and “Deleted” are evaluated to see if the Recipient field has been updated. See the trigger code for more details.

## Reports

1. Audience/Users: Info Center and Accounting Dept staff
   1. Name: **RMC\_Food\_Pantry\_Distribution\_Summary**
      1. Description: Displays the number of household that received food boxes and how many food boxes where given during a calendar year.
      2. Stored Procedure/dataset:
         1. **RMC\_report\_Food\_Pantry\_No\_of\_Households**
            1. Returns the number of households fed for the year.
         2. **RMC\_report\_Food\_Pantry\_No\_of\_Visits\_and\_Boxes**
            1. Returns the number of visits to the food pantry and the number of boxes of food given out for the year.
         3. **RMC\_report\_Food\_Pantry\_No\_of\_People\_Fed**
            1. Returns the number of people fed for the year. This is based on the assumption that every person in the house was fed and the total number of family members are entered in to MP when a recipient requests food.
         4. **RMC\_report\_Food\_Pantry\_Boxes\_Per\_Household**
            1. Returns the number of food boxes given to a household for the report year.
      3. Other Information:
2. Audience/Users: Info Center Staff
   1. Name: **RMC\_Food\_Pantry\_Three\_Visits**
      1. Description: Lists households that have received food three or more times in a calendar year.
      2. Stored Procedure/dataset: RMC\_report\_Food\_Pantry\_Three\_Visits
      3. Other Information:

## Staff Roles/Responsibilities

1. Describe any necessary responsibilities.

**Project Action Items**

|  |  |  |
| --- | --- | --- |
| Action Item | Completed | Notes |
| Remove default report parameter before placing report in production. | X |  |
| Create a new sub page on the Households page titled “Food Pantry Visits”. This will list all visits to the Food Pantry by household. | X |  |
| Create outreach congregation. | X |  |
|  |  |  |

**Testing**

Test scenario description.

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| --- | --- | --- |
| **Testing Notes** | | |
| **Scenario** | **Contact/Participant Record** | **Result** |
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