



**THE EMERGENCY FOOD ASSISTANCE PROGRAM -
FEDERALLY FUNDED EQUIPMENT INVENTORY WORKSHEET**

(Complete one (1) copy of this worksheet for each inventory item)

Date: _____

Foodbank: _____

Item Description: _____

Serial Number: _____

Model Number: _____

Federal Stock Number: _____

National Award Number: _____

Titled by: Foodbank Federal Government

| | | |
|--|----|--|
| Acquisition Date: | | |
| Amount provided by recipient: | \$ | |
| Amount provided by Federal Government: | \$ | |
| Total acquisition cost: | \$ | |
| Percentage of Federal Interest: | % | |

Location of Item: _____

Condition of equipment: _____

Last Date location and condition verified: _____

Date of Disposal: _____

Sales Price: \$ _____

Method to determine Fair Market Value: _____

Was the value of federal funds gained from the sale applied towards other EFP expenditures? YES NO N/A

Current Utilization: _____

Is the equipment still needed? YES NO

Has the item been lost? YES NO

Has the item been stolen? YES NO

If stolen, was theft reported to local law enforcement? YES NO

Was police report forwarded to IDHS EFP staff? YES NO

If Lost or Stolen, provide date of loss: _____

If Lost or Stolen, provide description of circumstances: _____

