

## Monthly Pantry/Backpack Statistics – Reporting Flow Chart

### **CALCULATE THE TOTAL NUMBER OF PANTRY VISITS**

Example: In April, 42 households shopped twice during the month. Total visits = 84.



### **DETERMINE THE NUMBER OF UNDUPLICATED HOUSEHOLDS**

Example: Even though households visited twice, each household is counted once.

Unduplicated households = 42.



### **DETERMINE THE NUMBER OF UNDUPLICATED INDIVIDUALS**

Example: The 42 households represent a total of 105 individuals. Even though households visited twice, only 105 unduplicated individuals are reported.

Unduplicated individuals = 105



UNDUPLICATED COUNTS DO NOT INCREASE WITH ADDITIONAL VISITS



### **REPORT THE MONTHLY STATISTICS**

- Total visits
- Unduplicated households
- Unduplicated individuals

**If you are not sure how to track the above data, please reach out to your Network Relations Representative who can share options with you.**