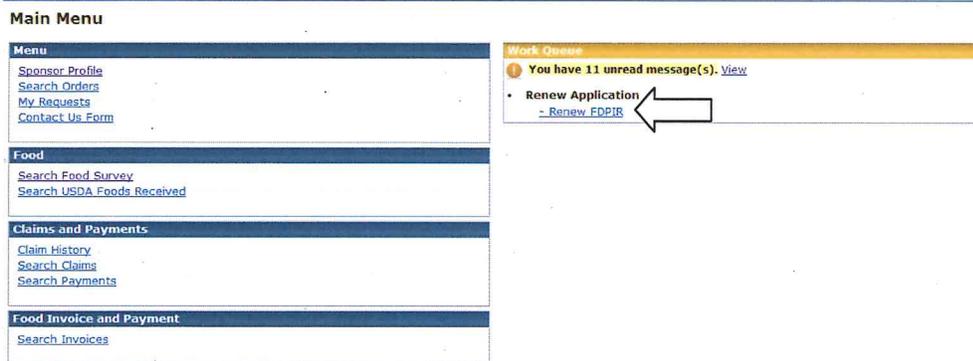


Completing FDPIR Renewal



Log into the NDFoods system.



From the Work Queue, click on "Renew FDPIR"

Renew Food Dist. on Reservations (FDPIR) Application

The following information needs to be reviewed, updated and submitted to DPI.

Info	General	FDPIR Details
Sponsor Details	● Incomplete	● Incomplete
Individuals	NA	● Incomplete
Sites		
Three Affiliated Tribes Warehouse	● Incomplete	NA
Add A New Site		
Add An Existing Site		
Discontinue A Site		

[Return](#) [Submit To DPI](#)

Click on "Incomplete" under the General heading for Sponsor Details.

Edit Sponsor

Organization Name: Three Affiliated Tribes

Organization Type: Public

LA No: 31781

Telephone: (2223334444) Ext:

Fax: (2223334444)

*Receive Direct Deposit: Yes No

Mailing Address

*Address:

Shipping Address

*Same as mailing address: Yes No

*Address:

I have reviewed the information and to the best of my knowledge it is accurate.

Review the Sponsor information and make any necessary changes. Click on the review check box and click "Save".

Renew Food Dist. on Reservations (FDPIR) Application

The following information needs to be reviewed, updated and submitted to DPI.

Info	General	FDPIR Details
Sponsor Details	● Complete	NA
Individuals	NA	● Incomplete
Sites		
Three Affiliated Tribes Warehouse	● Incomplete	NA
Add A New Site		
Add An Existing Site		
Discontinue A Site		

Click on "Incomplete" under the FDPIR Details heading for Individuals.

List Individuals

Sponsor: Cheyenne River Sioux Tribe

LA No: 43784

Program: Food Dist. on Reservations (FDPIR)

Name	Role	Telephone	Email	Action
Teresa Lofton	Authorized Rep	605-964-3326	fdpircrst@lakotanetwork.com	Edit Delete
Teresa Lofton	Contact	605-964-3326	fdpircrst@lakotanetwork.com	Edit Delete
Teresa Lofton	Finance Manager	605-964-3326	fdpircrst@lakotanetwork.com	Edit Delete
Teresa Lofton	Invoice Contact	605-964-3326	fdpircrst@lakotanetwork.com	Edit Delete
Teresa Lofton	USDA Food Rep	605-964-3326	fdpircrst@lakotanetwork.com	Edit Delete
Add An Individual				

I have reviewed the information and to the best of my knowledge it is accurate.

Review the individuals and click on the review check box and click "Save". Note: There must be an individual as the USDA Food Rep in order to complete the FDPIR food surveys in the system.

Renew Food Dist. on Reservations (FDPIR) Application

The following information needs to be reviewed, updated and submitted to DPI.

Info	General	FDPIR Details
Sponsor Details	Complete	NA
Individuals	NA	Complete
Sites		
Cheyenne River Warehouse	Incomplete	
Add A New Site		
Add An Existing Site		
Discontinue A Site		

[Return](#) [Submit To DPI](#)

Click on "Incomplete" under the General Details heading for Sites.

Edit Site Details

Sponsor: Cheyenne River Sioux Tribe

Name: Cheyenne River Warehouse

***Administration Type:**

Distribution Type: Both (Cannot edit while having active customer orders)

***Telephone:** (2223334444) **Ext:**

Fax: (2223334444)

Mailing Address

***Address:**

Shipping Address

***Same as mailing address:** Yes No

I have reviewed the information and to the best of my knowledge it is accurate.

[Cancel](#) [Save](#)

Review the site information and make any necessary updates. Click on the review check box and click "Save".

Update successful

Renew Food Dist. on Reservations (FDPIR) Application

The following information needs to be reviewed, updated and submitted to DPI.

Info	General	FDPIR Details
Sponsor Details	Complete	NA
Individuals	NA	Complete
Sites		
Cheyenne River Warehouse	Complete	NA
Add A New Site		
Add An Existing Site		
Discontinue A Site		

[Return](#) [Submit To DPI](#)

Click "Submit To DPI"

Renewal successfully submitted.

Main Menu

Menu
Sponsor Profile
Search Orders
My Requests
Contact Us Form

Food
Search Food Survey
Search USDA Foods Received

Claims and Payments
Claim History
Search Claims
Search Payments

Food Invoice and Payment
Search Invoices

Work Queue
You have 53 unread message(s). [View](#)

The user will see a message at the top of the screen indicating that the Renewal was successfully submitted to DPI.

List Messages

Received	Category	Message	Action
11/06/2013 1:03 PM	Processed Sponsor Renewal	The Food Dist. on Reservations (FDPIR) renewal for Cheyenne River Sioux Tribe has been approved.	View Delete

[Return](#)

DPI will review and approve the renewal information. The user will receive a confirmation in the Work Queue that the renewal was successfully approved by DPI.