

BackPack Program

Partner Agreement



BackPack Program Overview

Mid-Ohio Foodbank's (MOF) BackPack program works to meet the needs of hungry children and their families. Through partnerships with schools and afterschool programs, we provide simple to prepare, nutritious foods at the end of the week to address a very critical period of hunger: weekends. Mondays can be especially difficult for school-age children if the weekend leaves them hungry. It may negatively impact their physical appearance, school performance and behavior. MOF's BackPack program provides nutritious and easy-to-prepare foods on weekends when other resources are not available.

Agreement between Mid-Ohio Foodbank (MOF) and_____.

The BackPack Program Partner agrees to:

- Appoint BackPack Site Coordinator and are in agreement and support the responsibilities of the Site Coordinator; (see Site Coordinator Agreement)
- Cooperate through participation in any program evaluations, surveys and/or reports;
- Ensure that food provided by MOF to children in the program is always free of charge;
- Designate a secure area to bring delivered food for students on an agreed upon schedule to be packed and held in an area that is off the floor;
- Be available for at least one annual site visit from MOF;
- Have staff and volunteers with repetitive contact with children pass a background check;
- Communicate problems and requests to MOF in a timely manner; and
- Inform MOF any changes in the BackPack Program personnel, days & hours of operation, or new program policies.
- Assure BackPack operation is non-discriminatory and follows food safety guidelines.

Mid-Ohio Foodbank agrees to:

- Appoint a primary contact for the BackPack Program to provide collaborative guidance in program implementation;
- Procure nutritious staple food items and supplies necessary for the operation of the BackPack Program;
- Deliver the groceries to BackPack partner, free of charge, according to agreed upon schedule;
- Provide program information, documents and training to new BackPack partners and program site staff and assist in initial start-up of program on-site;

BackPack Program

Partner Agreement, page 2



(continued from front)

- Develop and coordinate a recurring schedule for each BackPack site to receive a delivery every other week while they are in operation;
- Support the efforts of our BackPack partners to enhance the wellness and food security of the children they serve by providing additional resources and information as applicable;
- Offer support/guidance for BackPack partners to recruit and train volunteers to help administer their program;
- Ensure that program partner meets national and local BackPack Program objectives through periodic site visits during designated hours of operation;
- Provide or refer training opportunities for BackPack program staff and volunteers as appropriate such as program administration, safe food handling and nutrition education; and
- Schedule BackPack Program meetings to facilitate communication and information sharing between program partners.

This agreement may be terminated at will by either party with written notice delivered to either party not less than 30 days prior to the desired date. Upon termination of this agreement, the Program Partner will return any equipment and/or materials provided by Mid-Ohio Foodbank for the BackPack Program within 30 days of termination date.

Program/Agency Name

Executive Director/Principal (please print)

Executive Director/Principal Signature

Date

Mid-Ohio Foodbank Representative (please print)

Mid-Ohio Foodbank Representative Signature

Date