

Participation & Agreement Form

Program Overview

Organizations qualified to distribute No-Cook Bags are registered non-profits and local government agencies. For-profit entities are not eligible to participate in this program. People eligible to receive No-Cook Bags are those experiencing homelessness who lack consistent, safe, secure, and adequate access to cooking facilities.

Agency Information

Name of Organization: _____

Mailing Address: _____

Organization Representative: _____

Phone #: _____ Email: _____

Please select your service region:

- North County
 South County
 San Luis Obispo
 North Coast

Please select your agency type:

- SLO Food Bank Agency Partner
 Nonprofit (not Agency Partner)
 City/County/Government Agency

Distribution

Distribution Model – Please select the option below that best describes your agency’s distribution or intended distribution of No-Cook Bags	
<input type="checkbox"/>	Community Outreach: Distributing No-Cook Bags as part of direct homeless services such as outreach at encampments, safe parking sites, and other public areas.
<input type="checkbox"/>	Distribution from Agency’s Office or Main Location: Distributing No-Cook Bags to people experiencing homelessness who are coming to the agency site to receive social services.
<input type="checkbox"/>	Food Program Adjacent: Distributing No-Cook Bags to people experiencing homelessness as part of a broader food program such as a meal site or pantry.
<input type="checkbox"/>	Other: Please describe outreach below.

Other: _____

Please describe your agency's services and program(s) to the unhoused population of SLO County:

People eligible to receive No-Cook Bags are those experiencing homelessness who lack consistent, safe, secure, and adequate access to cooking facilities. How will your agency ensure that No-Cook Bags are only distributed to qualified individuals?

May the SLO Food Bank refer individuals to your agency's services? Yes No

If yes, please describe the best way for the SLO Food Bank to refer individuals to your agency's services:

Requested Quantity of No-Cook Bags: One No-Cook Bag is intended to provide one person experiencing homelessness with one day's worth of nutrients. Based on these parameters, how many No-Cook Bags would your agency distribute in a month?

Requested Quantity of No-Cook Bags per month: _____

*Please note that this number is a request and not a guarantee of your agency's allocation.

Please fill out the below information with the location, days of the week, and times your agency will be distributing No-Cook Bags:

Distribution Site 1

Days: M Tu W Th F Sa Su Time: _____

Address: _____

Frequency of Distribution: _____ Expected number of NCB recipients: _____

Distribution Site 2

Days: M Tu W Th F Sa Su Time: _____

Address: _____

Frequency of Distribution: _____ Expected number of NCB recipients: _____

Distribution Site 3

Days: M Tu W Th F Sa Su Time: _____

Address: _____

Frequency of Distribution: _____ Expected number of NCB recipients: _____

If there is no pre-determined distribution site, how will your program distribute the bags?

Program Guidelines & Agreement

To ensure No-Cook Bags are distributed equitably, safely and within program parameters, participating organizations:

1. Must make reasonable efforts to distribute the No-Cook Bags only to individuals experiencing homelessness. This includes those with a primary night-time residence in a homeless shelter, a long-term residence in a motel, a vehicle, a tent, or other *ad hoc* housing situations. Individuals that have been placed in temporary housing through a transitional housing program do not qualify to receive No-Cook Bags.
2. Must not disassemble No-Cook Bags. Organizations may distribute other food (bread, fresh fruit, etc.) and non-food (sanitary wipes, toothbrushes, etc.) items along with the No-Cook Bags.
3. Must not distribute No-Cook Bags with religious literature, holiday meal invitations, or any other non-secular materials, or as a condition of required attendance to any type of religious, spiritual, or political service.

4. Must not discriminate based on race, color, citizenship, religion, gender, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity or expression, unfavorable discharge, veteran status, or as otherwise prohibited under the current USDA nondiscrimination statement.
5. Will serve predominantly ill, needy, or infants (people under 18 years of age) as defined in IRS code section 170(e)(3) that reside or need assistance in San Luis Obispo County.
6. Will maintain and disclose procedures for determining recipients of food are ill, needy, or an infant as defined in IRS code section 170(e)(3) such as using self-declaration of need or other intake processes.
7. Must accept all product received from the SLO Food Bank in “as is” condition.
8. Must ensure that food storage facilities are well-maintained, clean, and in compliance with local, state, and federal regulations.
9. Must receive, store, transfer, use and handle all donated and purchased product safely and properly in accordance with local, state, and federal regulations.
10. Must abide by any additional donor stipulations for donated or grant-funded product.
11. Will hold the SLO Food Bank and its affiliations harmless from any claims, warranties, or obligations regarding donated or purchased product.

Please sign below if your organization understands and agrees to follow these guidelines for participating in the No-Cook Bags program.

Organization Representative	Title	Date
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SLO Food Bank Representative	Title	Date
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For Office Use Only

This organization has been interviewed and evaluated for participation in the No-Cook Bags program by the SLO Food Bank’s Partner Services Manager or Community Programs Coordinator.

Approved Not Approved SLOFB Staff Initial: _____

Agency Account: _____ Ref: _____

Monthly Limit: _____

Added to Warehouse Calendar: Yes

Monthly Limit on Primarius: Yes