



Food Bank of the Rockies Food for Kids team is excited to announce the release of our 2023-2024 After School Meal program (CACFP) application. If you are interested in participating in the program, please complete the following application and return to us as soon as possible.

Please review the following information carefully to determine your site's eligibility.

Approved sites may be selected to participate in one of two meal options. View “*Information and Site Requirements by Meal Type*” on the following pages for further details.

- USDA approved full fresh meals delivered daily (serve a minimum of 30 children; minimum may vary depending on your location within Food Bank of the Rockies’ service area).
- USDA approved full packaged shelf-stable “super snack” (minimum of 200 meals monthly).

At-risk afterschool programs must offer an enrichment activity. Ideas include: online homework assistance, activity packets, electronic games and books, or other e-learning activities.

In addition to appropriate after-school programs, approved sites must meet the following standards and take required training:

1. Must be located in a geographical area served by a school in which 50% or more of children are certified as eligible for Free or Reduced school meals. If you need assistance determining this, please contact the Food For Kids team at FFK@foodbankrockies.org.
2. Participating sites must supply the actual number of children to be served by race and ethnic category as part of this application.
3. Each participating site must display the “*And Justice for All*” poster and the menu (both provided by Food Bank of the Rockies) in locations visible by children, parents, and visitors.
4. At minimum, all staff directly responsible for program administration (meal service and reporting) must attend CACFP training provided by Food Bank of the Rockies; person(s) will be responsible for the performance of the site’s food distribution in accordance with established Food Bank of the Rockies, State of Colorado, and USDA standards.
5. Before meal service can begin, at least one site representative responsible for food distribution must complete the Food Safety and Civil Rights online training courses annually. These are available on Food Bank of the Rockies’ website: <https://www.foodbankrockies.org/partner-portal/partner-training/>
6. Sites may not charge for the meals and may not receive funding or reimbursement from any governmental entity.
7. Sites must have (and provide a copy of) a current child care license or be determined exempt by CDHS.

Link2Feed – no more paper!

Food Bank of the Rockies utilizes an online tool called **Link2Feed** to capture meals served. Training is provided for partner staff every year. Link2Feed services include:

- Requires internet access – wired, WiFi, or Hot Spot
- Password protected, secure, and encrypted site; each user gets their own username and password
- No software needed – you can access Link2Feed from most browsers (Chrome is recommended)
- Can be used on a computer, tablet, laptop or smartphone
- Can import list of children in advance of your first service
- Meals recorded with a click of a button
- Record your food temps
- Record number of meals received and any unserved meals (due to waste, damage, or lower numbers)
- Provide notes or comments about the meals
- Reporting tools

If you have limited technology capacity (internet and/or hardware), that would prohibit your site from using Link2Feed, please let us know. Failure to record daily counts in L2F may result decline of program participation and in meal suspension.

ie

0

Total Meals Served Today

School Year
Start a new Meal Service

School Year Meal Service Details

Number of meals received *

Temperature of meals received *

Temperature of milk received *

Date *

mm-dd-yyyy

Time meal service will end *

8:00 PM

Legend: 0 meals Attended no meals 1 meal 2 meals

Search...

Last Name	First Name	# of Meals	
Taylor	Chris	1	

Showing 1 to 1 of 1 entries

Additional Children Requesting Meal	Total Damaged Meal	Eligible Carry Over Meals
0	0	0
<input type="button" value="+"/> <input type="button" value="-"/>	<input type="button" value="+"/> <input type="button" value="-"/>	<input type="button" value="+"/> <input type="button" value="-"/>

Meal Type Selections

Information and Site Requirements by Meal Type

Each type of meal available has certain site requirements related to quantity, storage, and food safety. Please review each below to help you determine the best meal to serve at your site. Contact Food for Kids staff if you have any questions at FFK@foodbankrockies.org.

Food Bank of the Rockies and its approved vendors follow the USDA meal pattern for child nutrition programs for meals provided to sites.

Meal Option One

<u>Shelf-stable “Super Snack” Meals</u>	<u>Sample Menu</u>				
<p>Minimum served — 200 monthly**</p> <p>Meals meet USDA requirements (see sample menu)</p> <p>Storage Requirements</p> <ul style="list-style-type: none"> • Cool, dry area—shelving or cabinets • Shelf stable (UHT) milk can be refrigerated but not required • Maintain storage temps with thermometer and temperature log (between 50° and 70°) <p>Food Safety and Sanitation</p> <ul style="list-style-type: none"> • Hand washing facilities (sink/soap/towels or hand sanitizer) • Daily cleaning of serving and eating surfaces • Trash cans <p>Other Details</p> <ul style="list-style-type: none"> • Meals are picked up weekly at Food Bank of the Rockies by the site; rural delivery subject to availability 	<p>Below are examples of menus for our shelf-stable meals which come pre-packaged for easy serving. UHT Milk is separate and can be refrigerated if desired. Menus are subject to change. Special dietary requests will be accommodated with a doctor’s written note.</p> <table border="1" data-bbox="831 919 1515 1564"> <tbody> <tr> <td data-bbox="831 919 1161 1281"> <p><u>Chicken Salad Meal</u></p> <p>Chicken Salad Sunflower Kernels Whole Grain Crackers Flavored Applesauce 100% Veg/Fruit Juice White Milk, UHT</p> </td> <td data-bbox="1161 919 1515 1281"> <p><u>Pizza Meal</u></p> <p>Cheese Stick Sunflower Kernels Whole Grain Pizza Crackers Marinara Sauce Flavored Raisins 100% Veg/Fruit Juice White Milk, UHT</p> </td> </tr> <tr> <td data-bbox="831 1281 1161 1564"> <p><u>Taco Dipper Meal</u></p> <p>Taco Hummus Flavored Chickpeas Whole Grain Crackers Flavored Raisins 100% Veg/Fruit Juice White Milk, UHT</p> </td> <td data-bbox="1161 1281 1515 1564"> <p><u>Beef Stick Meal</u></p> <p>Beef Sticks Flavored Applesauce Whole Grain Crackers Cheese Stick 100% Veg/Fruit Juice White Milk, UHT</p> </td> </tr> </tbody> </table> <div data-bbox="1036 1596 1300 1885" style="text-align: center;"> </div>	<p><u>Chicken Salad Meal</u></p> <p>Chicken Salad Sunflower Kernels Whole Grain Crackers Flavored Applesauce 100% Veg/Fruit Juice White Milk, UHT</p>	<p><u>Pizza Meal</u></p> <p>Cheese Stick Sunflower Kernels Whole Grain Pizza Crackers Marinara Sauce Flavored Raisins 100% Veg/Fruit Juice White Milk, UHT</p>	<p><u>Taco Dipper Meal</u></p> <p>Taco Hummus Flavored Chickpeas Whole Grain Crackers Flavored Raisins 100% Veg/Fruit Juice White Milk, UHT</p>	<p><u>Beef Stick Meal</u></p> <p>Beef Sticks Flavored Applesauce Whole Grain Crackers Cheese Stick 100% Veg/Fruit Juice White Milk, UHT</p>
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Meal Option Two

Fresh Meals

Minimum served— **30 daily****

Meals meet USDA requirements (see sample menu)

Storage Requirements

- Refrigerator
- Residential size for up to 65 meals, including milk
- Commercial size for more meals
- Maintain refrigerator temps with thermometer and temperature log (temp at 40° or below)

Food Safety and Sanitation

- Hand washing facilities (sink/soap/towels or hand sanitizer)
- Food storage temps monitored and recorded (thermometers and logs will be provided)
- Daily cleaning of serving and eating surfaces

Other Details

- Meals are delivered daily; rural delivery subject to availability

Sample Menu

Below are examples of menus for our fresh meals which are served in unitized, sealed trays. Some meals can be served hot if a site has appropriate heating options. UHT Milk is separate and can be refrigerated if desired. Menus are subject to change. Special dietary requests will be accommodated with a doctor's written note.

Chicken Fried Rice

Brown Rice
Diced Chicken
Teriyaki Sauce
WG Vegetable Egg Roll
Pineapple
White Milk, UHT

Beef Tacos

Taco Beef
Shredded Cheese
WG Flour Tortilla
Shredded Lettuce
Diced Tomatoes
Picante Salsa
Watermelon
White Milk, UHT

Meat Lovers Pizza

Beef Crumble
WG Sandwich Thin
Shredded Mozzarella
Sliced Cucumber
Marinara Sauce
Mango
White Milk, UHT

Mini Corn Dogs

WG Chicken Corn Dogs
String Cheese
Cole Slaw
Mandarin Oranges
BBQ Sauce
White Milk, UHT



CHILD & ADULT CARE FOOD PROGRAM (CACFP) PROGRAM APPLICATION
2023-2024

If your site wants to be considered for the CACFP with Food Bank of the Rockies as your sponsor, please complete this application and return it with all required documentation (see summary on last page).

If you have any questions please contact the Food For Kids team at FFK@foodbankrockies.org.

ALL SECTIONS MUST BE COMPLETED. INCOMPLETE APPLICATIONS MAY DELAY THE START OF THE PROGRAM.

Included with this application is information about meal options including minimums to serve, food storage, food preparation, and sample menus. Please review this information on pages 3 and 4 to determine which option best suits your program's needs.

What meal would you like to serve?

___ Fresh Meals (Must serve at least 30 meals per day)

___ Shelf Stable "Super Snack" Meals (Must serve at least 200 per month)

1. SITE NAME: _____

2. SITE PHYSICAL ADDRESS (*this is the location of food service*):

Address: _____

City: _____

State: _____ *Zip Code:* _____ *County:* _____

3. SPECIAL DIRECTIONS TO SERVING LOCATION (ie: Building or Room #, Entrance, Parking, etc.):

4. SITE MAILING ADDRESS (*check "N/A" if it is the same as address in question 2*): ___ N/A

Address: _____

City: _____

State: _____ *Zip Code:* _____ *County:* _____

5. SITE CONTACT INFORMATION

Though duties may be delegated, this listing should be the person(s) responsible for the site and all program paperwork. At least one of these individuals will be required to attend training.

Primary Contact

Secondary Contact

First Name:		First Name:	
Last Name:		Last Name:	
Phone Number:		Phone Number:	
Alternate Phone:		Alternate Phone:	
Email:		Email:	
Title:		Title:	

6. DOES THIS SITE HAVE AN ACTIVE CHILDCARE LICENSE? Y ___ N ___

If YES – you must submit a copy of your current childcare license with your application.

If NO – you must complete the CDPHE form titled, Child and Adult Care Food Program License Exemption Checklist located at the end of this application (page 14).

7. AGE RANGE OF PARTICIPATING CHILDREN: ___ years to ___ years

Must be between 5 and 18 years.

8. HAS THIS SITE PREVIOUSLY PARTICIPATED IN THE CACFP PROGRAM UNDER A SPONSORING ORGANIZATION?

Y ___ N ___ IF YES, PREVIOUS INSTITUTION’S NAME AND DATES OF PARTICIPATION:

9. START DATE OF MEALS: _____ END DATE OF MEALS: _____

The start date cannot be before the start of the 2023-2024 school year. The end date cannot be after school has ended for the summer.

10. NORMAL HOURS OF OPERATION: Open: _____ Close: _____

These are the hours your organization is open. They may differ from the hours you serve meals.

11. ANTICIPATED MONTHS MEALS WILL BE SERVED (check all that apply):

<input type="checkbox"/>	August	<input type="checkbox"/>	January
<input type="checkbox"/>	September	<input type="checkbox"/>	February
<input type="checkbox"/>	October	<input type="checkbox"/>	March
<input type="checkbox"/>	November	<input type="checkbox"/>	April
<input type="checkbox"/>	December	<input type="checkbox"/>	May

12. DAYS OF THE WEEK MEALS WILL BE SERVED (check all that apply):

<input type="checkbox"/>	Monday
<input type="checkbox"/>	Tuesday
<input type="checkbox"/>	Wednesday
<input type="checkbox"/>	Thursday
<input type="checkbox"/>	Friday

13. PLANNED MEAL SERVICE TIME (must be a minimum of 30 minutes and a maximum of 2 hours):

Service of meal must be after school has let out for the day and you are in “after school programs.” Service of meal must begin at approved serving time. Any changes to day and times must be communicated to Food For Kids staff in advance.

Start Time: _____ End Time: _____

14. ANTICIPATED CLOSURE DATES DURING THE MONTHS MEALS WILL BE SERVED:

Please list any dates meals will not be served, including school breaks, holiday, etc.

15. ANTICIPATED NUMBER OF CHILDREN TO BE SERVED DAILY: _____

This number can be updated after the start of the program. Any changes should be communicated to Food For Kids staff as soon as possible.

16. SCHOOL ELIGIBILITY:

Nearest school(s) serving your geographic area where 50% or more of the students qualify for Free and Reduced meals.

<i>School Name</i>	<i>% Receiving Free and Reduced Meals</i>	<i>Source of Information</i>

Here is a link to help you determine and locate school eligibility: <https://www.cde.state.co.us/cdereval/pupilcurrent>

17. INDICATE TYPES OF AFTER-SCHOOL ACTIVITIES PROVIDED (check all that apply):

<input type="checkbox"/>	Arts/Music	<input type="checkbox"/>	Reading Room/Library	<input type="checkbox"/>	Life Skills
<input type="checkbox"/>	Health Skills	<input type="checkbox"/>	Counseling	<input type="checkbox"/>	Character & Leadership Development
<input type="checkbox"/>	Study Aids	<input type="checkbox"/>	Mentoring	<input type="checkbox"/>	Homework Assistance
<input type="checkbox"/>	Fitness & Recreation	<input type="checkbox"/>	Computer Lab	<input type="checkbox"/>	Tutoring

Other activities not listed:

18. HEALTH DEPARTMENT INSPECTION (new sites only):

Health Department Inspections within the past 12 months are required for all sites new to the program. A copy of your inspection must be included with this application.

Date of Last Health Inspection: _____

19. PARTICIPANT ETHNICITY DATA:

Total must equal anticipated number of children listed in Question 15. Complete to the best of your knowledge.

Number of Children:	
	Hispanic
	Non-Hispanic

Total: _____

20. PARTICIPANT RACE DATA:

Total must equal anticipated number of children listed in Question 15. Complete to the best of your knowledge.

Number of Children:	
	American Indian or Alaskan Native
	Asian
	Black or African American
	Native Hawaiian or Pacific Islander
	White

Total: _____

MANDATORY TRAINING

All staff that are responsible for serving and administering the CACFP program must attend one training date. If your site does not attend a training, you will not be able to participate with the CACFP program.

Training will be approximately one hour, via zoom. Times and dates will be offered throughout the school year and schedules sent to you as soon as your site is approved for CACFP program.

List names of site server(s) with a contact phone number and/or email address:

NAME	PHONE #	EMAIL

EMAIL COMPLETED APPLICATION AND COPIES OF ALL REQUIRED DOCUMENTATION TO:
FFK@foodbankrockies.org

We look forward to working with you during the coming school year. If you have any questions please contact:
FFK@foodbankrockies.org

<p>Did you remember to include?</p> <p><input type="checkbox"/> Completed application?</p> <p><input type="checkbox"/> Signed Partner Agreement? (follows the application)</p> <p><input type="checkbox"/> Copy of last Health Inspection?</p> <p><input type="checkbox"/> Copy of <u>current</u> Child Care License or letter of exemption?</p>

Agreement between Food Bank of the Rockies, which includes Western Slope Food Bank of the Rockies and Wyoming Food Bank of the Rockies, (hereinafter referred to as FOOD BANK OF THE ROCKIES) and Hunger Relief Partner (hereinafter referred to as PARTNER) named below.

<p>FOOD BANK OF THE ROCKIES Use Only</p> <p>Date Rec'd _____ by _____</p> <p>Agency# _____</p>

PARTNER Name:	
PARTNER Site Address (Street, City, State, Zip)	Area Code and Telephone Number

The purpose of this agreement, and any attachments, is to define the services that will be provided to Partner by FOOD BANK OF THE ROCKIES and the duties and responsibilities of each. FOOD BANK OF THE ROCKIES' purpose is to collect and re-distribute surplus food and essential items to tax exempt, 501(c)(3) organizations as defined by Section 170(e)(3) of the Internal Revenue Code.

FOOD BANK OF THE ROCKIES's Mission is to end hunger by efficiently procuring and distributing food and essentials to people in need through our partner agencies in Northern Colorado and Wyoming. The undersigned authorized agents of the PARTNER agree to and will ensure compliance with the following criteria in order to participate in the FOOD BANK OF THE ROCKIES' distribution program.

PARTNER agrees to:

1. Meet IRS eligibility requirements for receipt, transfer and use of donated food under section 170(e)(3) and must have 501(c)(3) federal tax-exempt status and provide a copy of the IRS tax-exempt letter to FOOD BANK OF THE ROCKIES and notify FOOD BANK OF THE ROCKIES of any changes to their tax status. This will not apply to Government supported programs (CSFP, TEFAP, CACFP, or SFSP).

2. Notify FOOD BANK OF THE ROCKIES in writing within 15 days, when there are any changes to their food program including: location, director, contact, shoppers, and type/size of food program or additional storage or distribution sites. All changes must be approved by FOOD BANK OF THE ROCKIES staff before continuation of the services called for in this agreement. Note: New PARTNER shoppers must attend an orientation session prior to placing or picking up an order.

3. Participate in random monitoring, scheduled and unscheduled, of its food program(s) by FOOD BANK OF THE ROCKIES staff and/or volunteers appropriately trained by FOOD BANK OF THE ROCKIES, which will be conducted at a minimum of once every two (2) years and agrees to fully accommodate and allow FOOD BANK OF THE ROCKIES trained staff and volunteers full and complete access to facilities, Partner's staff, volunteers and clients for FOOD BANK OF THE ROCKIES/Feeding America research projects as requested. Monitoring may be more frequent for Government supported programs.

4. Identify their organization as a Partner of FOOD BANK OF THE ROCKIES by prominently posting a FOOD BANK OF THE ROCKIES provided poster. Additionally, PARTNER should include the words "Partner of Food Bank of the Rockies" and identify the partnership by including the Food Bank of the Rockies' logo on organization's website with a link to the Food

Bank of the Rockies' website and/or pertinent Food Bank of the Rockies' webpages. PARTNER will not identify themselves as or make representations on behalf of FOOD BANK OF THE ROCKIES but will clearly identify and state they are a "partner of the Food Bank of the Rockies". Upon termination of this Partnership Agreement by either Party, the PARTNER shall cease to represent itself in any fashion as a Partner of FOOD BANK OF THE ROCKIES. Within thirty (30) calendar days of termination of agreement, PARTNER shall take all appropriate actions to remove "Partner of Food Bank of the Rockies" from all materials including digital platforms like the website and social media.

5. Not engage in discrimination, in the provision of service against a person because of race, color, religion (creed), national origin, ancestry, age, marital status, disability, sexual orientation, or military status, in any of its activities or operations. All clients will be treated with the utmost of respect and courtesy. Keep a minimum of one (1) staff person from each program Civil Rights certified at all times. Civil Rights re-certifications are required annually. Certification is available through an online course provided by First Net Learning at no charge. USDA Partners can also attend the State's Civil Rights training. This coursework is required for all Government supported programs.

6. Ensure that PARTNER, its employees, its volunteers, and its clients must not sell, transfer, trade or barter any items received from FOOD BANK OF THE ROCKIES in exchange for money, property, services or otherwise allow the items to enter commercial channels.

7. Not require mandatory donations or suggest the same in any manner whatsoever, require or request volunteer time or participation in any religious activity or service in order to receive food, nor show preferential treatment to clients who do participate, voluntarily donate, or volunteer their services.

8. Use the products solely for charitable purposes related to PARTNER's mission. FOOD BANK OF THE ROCKIES product must not be given to staff for personal use, served for general partner or congregation use or be used for fundraising purposes, such as prizes or gifts.

9. Support FOOD BANK OF THE ROCKIES and Feeding America's mission of closing the Meal Gap by receiving monthly food orders and/or allocations. PARTNER may have partnership terminated due to no activity on their accounts. In the occurrence of being inactivated, PARTNER will be required to reapply by completing and submitting the FOOD BANK OF THE ROCKIES Partner Application.

10. Support the operation of FOOD BANK OF THE ROCKIES with a support fee ("ASF") up to the current FOOD BANK OF THE ROCKIES and Feeding America specified rate per pound for product received, payable at the time of pick up or via approved and current credit account. Not applicable to Government supported programs.

11. Pay a service charge plus any costs or other fees incurred to collect unpaid amounts for any check used to pay the support fee that is returned to FOOD BANK OF THE ROCKIES for Insufficient Funds, Account Closed, or any reason. In addition, if costs are spent in order to collect amounts due to FOOD BANK OF THE ROCKIES, those amounts must be reimbursed to us before PARTNER can use our services again.

12. Abide by the policies, procedures and record keeping requirements of FOOD BANK OF THE ROCKIES, including maintaining annual chronological records of all receipts for products received from FOOD BANK OF THE ROCKIES. This record must be made available to FOOD BANK OF THE ROCKIES during monitoring visits and kept on file for three (3) years + current year for auditing purposes.

13. PARTNER is required to collect and maintain client served numbers per FOOD BANK OF THE ROCKIES direction. Selected Partners utilizing Link2Feed (L2F), a client service insights software, agrees to the MOU and EULA agreement; outlining terms of upholding the highest security and ethical standards in regards to client Information. L2F is offered and available to selected Partners based on program participation and gap analysis. L2F is offered at no charge to the PARTNER.

14. Serve directly to clients in the form of meals; distribute items for emergency situations and/or supplemental assistance within FOOD BANK OF THE ROCKIES' service areas in Colorado or Wyoming. Food assistance programs are offered at no cost to the clients.

15. Have adequate storage space and agrees to store all food in a manner that is appropriate given the nature of the various food products to insure wholesomeness until used and/or distributed. FOOD BANK OF THE ROCKIES prefers food storage facilities to be commercial buildings. PARTNERS with residential storage/distribution facilities will be accepted at the sole discretion of FOOD BANK OF THE ROCKIES.

16. Abide by local, state and federal laws regarding food handling, food safety and storage. PARTNER agrees to check FDA recall website via link on FOOD BANK OF THE ROCKIES website a minimum of once weekly. FOOD BANK OF THE ROCKIES will make every attempt to notify PARTNER via email, website and waiting area postings of any FDA recalls or safety issues related to product.

17. Immediately notify FOOD BANK OF THE ROCKIES whenever it receives notice of any claim of liability with respect to food or any report of illness, which may have been caused by food provided by FOOD BANK OF THE ROCKIES.

18. Keep a minimum of one (1) staff person from each program food safety certified at all times. Food Safety recertifications are required annually. Certification is available through an online course provided by First Net Learning at no charge, or through outside sources at the PARTNER'S cost. If training takes place outside of FOOD BANK OF THE ROCKIES, PARTNER will provide proof of certification, along with the name of the training company and date of course.

19. Notify FOOD BANK OF THE ROCKIES personnel immediately in the event of an accident involving a designated representative of the PARTNER occurring anywhere on FOOD BANK OF THE ROCKIES premises. Report all injuries (including minor injuries), fill out and sign accident report provided by FOOD BANK OF THE ROCKIES. Authorized representatives of the PARTNER assume all risks of visiting, shopping and volunteering in an environment that includes, but is not limited to, lifting heavy boxes, working near machinery, walking on or around pallets of product, standing on cement or asphalt, or other potential dangers as exist in and around an operating warehouse/storage facility.

20. Support a positive work environment, free of unlawful harassment or discrimination. All PARTNER representatives while in the FOOD BANK OF THE ROCKIES Warehouse are expected to conduct themselves professionally and in a respectful manner when interacting with FOOD BANK OF THE ROCKIES staff, clients, volunteers, other Partners, vendors, and board members.

21 Abide by FOOD BANK OF THE ROCKIES' zero tolerance policy for the following:

- Threats or violent acts directed to staff, volunteers, partner representatives or property of FOOD BANK OF THE ROCKIES: This includes, but is not limited to, threatening or hostile behaviors, physical abuse, vandalism, arson, or sabotage.
- Theft: Theft includes consuming or possessing FOOD BANK OF THE ROCKIES items meant for those eligible clients being served by the PARTNER.
- The manufacture, possession, sale or use of any controlled substance while on FOOD BANK OF THE ROCKIES premises.

Violators will be asked to leave FOOD BANK OF THE ROCKIES' premises and will not be allowed to return. In addition, his/her PARTNER will be contacted and further action may be taken, including and up to possible suspension/termination of Partner status.

In the event FOOD BANK OF THE ROCKIES has reason to believe any parts of this agreement have been violated, the PARTNER understands the following procedures will be employed. The action taken depends on the severity of the violation and could be any of the following:

- Investigation

- Letter of warning
- Probation period
- Follow up to confirm compliance
- Loss of charge account privileges
- Loss of VIP privileges
- Termination

PARTNERS suspended or terminated may plead their case with the Programs Advisory Council at the regularly scheduled monthly meeting and agree to abide by the decisions of the council and FOOD BANK OF THE ROCKIES.

In the case of suspension or termination, the PARTNER agrees to return any product previously received from FOOD BANK OF THE ROCKIES still in its possession at the request of the FOOD BANK OF THE ROCKIES. This agreement can be terminated by either party, without cause, by written notice at least fifteen (15) days prior to termination.

The undersigned three people state their organization meets FOOD BANK OF THE ROCKIES' requirements for partnership and agree to abide by all the above.

Signature, Food Program Director or equivalent	Date
Printed Name & Title	Address: Phone #:

Signature, Organization Director or equivalent	Date
Printed Name & Title	Address: Phone #:

Signature, Board of Directors Chairperson or equivalent	Date
Printed Name & Title	Address: Phone #:

NOTICE TO PARTNER:

PLEASE READ CAREFULLY. THIS AGREEMENT CONTAINS DISCLAIMERS OF WARRANTIES AND A STRICT RELEASE OF LIABILITY.

1. AGREEMENT. This Agreement is between Food Bank of the Rockies and

(PARTNER)

this _____ day of _____, 20 _____.

During active participation in the food distribution program offered by FOOD BANK OF THE ROCKIES, the PARTNER will receive assorted foods from FOOD BANK OF THE ROCKIES.

- 2. INSPECTION.** The PARTNER agrees that it will be solely responsible for determining whether said food is fit for human consumption. It is the PARTNER’s responsibility to review postings of FDA recalls either through FOOD BANK OF THE ROCKIES’s link to the FDA site online, or through postings at the PARTNER waiting area per #16 in the Partner Agreement.
- 3. DISCLAIMER OF WARRANTIES.** The PARTNER acknowledges it accepts all food from FOOD BANK OF THE ROCKIES “as is”. FOOD BANK OF THE ROCKIES, Feeding America and the original donors expressly disclaim any implied warranties of merchantability or fitness for a particular use. There are no express warranties in relation to this gift of food. No person is authorized to give any warranties on behalf of FOOD BANK OF THE ROCKIES to assume any liability for FOOD BANK OF THE ROCKIES.
- 4. RELEASE OF LIABILITY – INDEMNIFICATION.** The PARTNER releases FOOD BANK OF THE ROCKIES, Feeding America and the original donor from any liability resulting from the condition of the donated food. The PARTNER further agrees to indemnify and hold harmless FOOD BANK OF THE ROCKIES, Feeding America and the original donor from all liabilities, damages, losses, claims, causes of action at law or at equity, or any obligation whatsoever arising out of or attributed to any action of the PARTNER or any personnel employed by the PARTNER in connection with shopping, loading, other warehouse activities, storage or use of donated food.

(HUNGER RELIEF PARTNER NAME)

(Signature)

(Print Name and Title)



COLORADO

Department of Public Health & Environment

Child and Adult Care Food Program
License Exemption Checklist

A child care license or license exemption is required for participation in the CACFP. Use this form to determine if the site is license exempt per *CRS 26-6-103*. A copy of this determination must be sent to the CACFP office or attached to your online application. If circumstances or information in the form changes, the CACFP must be notified immediately.

CACFP Main Line: 303-692-2330

Email: cacfp@state.co.us

Name of your institution.	
Name of your sponsoring organization.	Food Bank of the Rockies
Name of Site.	
Address of Site.	
Number of students served.	
Age range of students.	
Days of the week and times the program operates.	

Yes	No	
		The program is open to all students.
		The program is open to community members. (Enrolled or drop-in)
		Parents sign the students out of the program.
		Students are able to leave at will.
		Students are supervised at all times during the program period.
		There are activities provided by the program during the children's stay. Example: afterschool clubs or classes, sports practice, tutoring, gardening, cooking, games and puzzles, outdoor activities, team-building activities, art and crafts, etc.
		Activities and/or classes are offered simultaneously.
		Activities and/or classes are offered one at a time.

Please explain how the site meets the exemption requirements of a child care license.

I affirm that this site meets the license exemption guidelines per *CRS 26-6-103* and is eligible for license exempt status.

Name Title

Signature Date

This institution is an equal opportunity provider.