



A Member of Feeding America

# Food 4 Kids PROGRAM AGREEMENT



A Program of the  
North Texas Food Bank

Name of Site \_\_\_\_\_

Address of Site \_\_\_\_\_

Agency # \_\_\_\_\_

As a site participating in the Food 4 Kids program, we agree to:

Present the F4K program to all faculty/staff at our site before beginning the program.

Identify children that are chronically hungry at our site.

Store the food at least 6 inches off the floor in a secure place.

Add each referred child's name to the monthly 'Food Distribution Record' that is kept in the F4K Toolkit and record each time the child receives a sack of food.

Make backpacks provided by NTFB available to each child when they begin participating in the F4K program.

Have the referred children return their backpacks each week to the site coordinator.

Submit the F4K monthly report online by the 5<sup>th</sup> of each month for the previous month.

We understand we will receive food and/or backpacks from the NTFB at no cost to the site to help us provide food to chronically hungry children. We understand the food we receive for the F4K program can only be used for that purpose.

We understand the food and/or backpacks may not be sold, traded, transferred, used for other site programs, used for fundraisers, given to staff, or used for any other purpose other than to provide food to chronically hungry children.

We understand the online monthly report is a requirement and is the only paperwork that we submit to the NTFB on a monthly basis and is required to continue receiving food.

\_\_\_\_\_  
Signature of Principal/Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
North Texas Food Bank Representative

\_\_\_\_\_  
Date