

Partner Agency Network Values & Eligibility Criteria Questionnaire

Our Partner Agency Network is centered around six guiding values: Client-Focus; Food Bank Engagement; Distribution; Compliance; Capacity; and Partnerships. To gain a deeper understanding of the types of organizations that align best with our agency network, please read through summaries of our Six Values below. If you feel like your organization's values align with our Partner Agency Network Values, we encourage you to take the Eligibility Criteria Questionnaire further below to determine whether your organization may qualify for partnership.

SIX VALUES OF OUR PARTNER AGENCY NETWORK

Client-Focus – providing food, non-food essentials, hope and support are why we are here! Keeping your clients' wants, needs, challenges, and opportunities in mind for your mission and goals will help make sure you are serving them as best as possible.

Food Bank Engagement – we want to know you, see you, and share resources with you. Being an engaged partner with the Food Bank will allow us the opportunity to walk alongside you by offering food and knowledge resources to help you succeed in your mission of providing food to members of your community.

Distribution – how much food you distribute, how often you distribute, who you are serving, and how accessible your agency site is are all key aspects of addressing food insecurity.

Compliance – the vision of no one goes hungry is so important. In order to help achieve that vision, it is important your agency maintain a good standing with the Food Bank so you can continue to receive food and non-food essentials. Record keeping, timely reporting, trainings, and site visits are all elements that will maintain a strong partnership and aid you and your clients.

Capacity – food insecurity continues to change. To help make sure your organization is part of your community for the long haul, having a strong foundation is vital as is your ability to adapt and/or grow.

Partnerships – when we work together, we will go farther. By building meaningful partnerships in your local community, county and regions across the state, you can learn best practices from other organizations doing similar work and share your knowledge and resources to help support others.

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To help determine whether your organization aligns with the eligibility criteria and considerations for new partners of our agency network, please review the questions below and self-identify whether your organization answers “yes” or “no” to each.

Question	Yes	No
Non-Profit Status/Independent Church Status		
Is your organization a 501c3 nonprofit?		
If so, are you chartered in North Carolina?		
If your organization is not a 501c3 nonprofit, would you identify as an Independent Church or other independent religious organization? <i>Please refer to the Independent Church Documentation list to verify your organization would have the required paperwork for partnership.</i>		
If your organization is not a 501c3 nonprofit, would you identify as a church or religious organization that is part of a larger church body?		
Do you have a Board of Directors/Governing Body that meets regularly and supports your food program goals?		
Geographic Location		
Is your organization located farther than one mile away from an existing partner agency providing similar services? <i>Please refer to the Find Help/Agency Locator tool on the Food Bank website.</i>		
If your organization is located within one mile, do you distribute/serve different days or times than the other organization?		
If your organization is located within one mile, do you collaborate with the other agency?		
Operations		
Is your organization currently operating a food assistance program? (Ideally already in existence for at least 6 months)		
If you are a food pantry/conducting a public distribution, do you: Distribute to your community on a regular schedule of at least twice a month?		
If you are a food pantry/conducting a public distribution, do you: Serve at least 25 households a month?		
If you are an onsite program (shelter, soup kitchen, cooking meals, etc), do you: Cook meals at least once per week?		
If you are an onsite program (shelter, soup kitchen, cooking meals, etc), do you: Serve at least 25 meals per week?		
Food/Non-Food Sourcing		
Does your organization have more than one source of food/non-food donations?		
Does your organization have a desire/willingness to provide your clients a variety of foods including refrigerated, frozen, and dry food?		
Storage/Facility		
Does your organization have a locked storage area that can be dedicated to securely holding Food Bank product?		
Does your organization have secure shelving units that are at least 6 inches off the ground and away from walls?		
Does your organization have a temperature-controlled refrigerator(s) for refrigerated product?		
Does your organization have a temperature-controlled freezer(s) for frozen product?		
If your organization stores food in an outside storage unit, is that storage unit climate controlled to protect product integrity?		
Does your organization have a professional pest control service that services your facility at least once every six months?		

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Question	Yes	No
Funding		
Does your organization have more than one source of funding?		
Does your organization have a dedicated budget/funding source for running your food program?		
Is your organization willing to spend money on food, non-food, transportation, and/or equipment to support your food program?		
Staff/Volunteers		
Do you have dedicated staff/volunteers who can: Act as agency director and main Food Bank agency representative		
Do you have dedicated staff/volunteers who can: Be available to assist during distributions and/or meal service		
Do you have dedicated staff/volunteers who can: Travel locally to pick up food donations on a routine basis		
Do you have dedicated staff/volunteers who can: Fundraise		
Do you have dedicated staff/volunteers who can: Submit monthly reports via websites/email		
Do you have dedicated staff/volunteers who can: Attend regional Food Bank meetings and training sessions		
Does your organization have a written volunteer recruitment and retention plan?		
Does your organization have a written succession plan?		
Client-Focused		
Does your organization agree to feed the "ill, the needy, or infants" (based on requirements of donee organization from IRS Code 170(e)(3)(A)(i)). Infants are defined as minor children.		
Does your organization have a clear, identifiable population or geographical area you intend to serve?		
Does your organization agree to not charge fees for meals, food boxes/bags, or individual products from the Food Bank?		
Will your organization follow our discrimination policy that states you will not engage in discrimination in the provision of service against any person because of their race, color, citizenship, religion, sex, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity or expression, immigrant status, past criminal status, and unfavorable discharge from the military or status as a protected veteran?		
Is your organization willing to participate in Nutrition Education learning opportunities and/or programs?		
Is your organization willing to participate in Food & Nutrition Services/Three Squares learning opportunities and/or programs? Food & Nutrition Services is the Food Stamp program in North Carolina.		

Based upon your answers above:

If your organization said "yes" to more than half of the criteria questions above, we encourage you to consider attending a Food Bank Open House. More information about the Open House can be found on the Food Bank website.

If your organization said "no" to more than half of the criteria questions above, partnering with the Food Bank directly may not be the best fit for your organization or our network at this point in time. However, we encourage you to continue to fight hunger in your communities and therefore suggest contacting existing Food Bank partner agencies to see if you may combine resources and partner together locally.

A list of current partner agencies can be found on the Food Bank website.