

NYS Department of Health  
**Hunger Prevention and Nutrition Assistance Program**  
**Food Grant Application 2018-2019**

*Due at the Food Bank by September 17, 2018*  
*Please email or mail a completed form by 4:00pm*

*Application available at [www.foodbankst.org/agency-forms](http://www.foodbankst.org/agency-forms)*

**All sections must be filled out for applications to be considered complete and eligible for funding.**

**Please note:** Agency HPNAP food grant allocations are based on criteria such as: the number of people served from the previous HPNAP year, agency performance in sending monthly statistics to the Food Bank on time and county food insecurity. Agencies late with statistics for three months or more during November 2017-August 2018, barring extenuating circumstances, will have a reduced 2018-19 HPNAP food allocation. Please remember that if you have more than one program applying, fill out a form for each program.

|  |               |                          |                |
|--|---------------|--------------------------|----------------|
| <b>Name of Emergency Food Program:</b> |               | <b>Agency #</b>          |                |
| <b>Type of Program (List one)</b>      | <b>Pantry</b> | <b>Community Kitchen</b> | <b>Shelter</b> |
| <b>Name of Contact Person:</b>         |               |                          |                |
| <b>Phone:</b>                          |               |                          |                |
| <b>Email:</b>                          |               |                          |                |

**FIRST TIME APPLICANTS ONLY (Must Fill out First Time Applicant Form)**

\* Your program must have been in operation for at least 6 months providing emergency food service to the population of a specific geographic area. If your program is not a food bank member, please submit the following:

- A. Documentation of your program's 501(c)(3) federal tax exempt status (or equivalent) or your sponsoring organization's 501(c)(3).
- B. A letter of support from a community organization that is familiar with your services
- C. Any informational or outreach material about your agency (i.e. newspaper article, flyer, brochure, etc.)

**Applications must be received by September 17, 2018, to be eligible for HPNAP funds. Award notifications will be sent to the program contact person by October 1, 2018.**

**Please send application to:**

**David Russell**  
**Food Bank of the Southern Tier**  
**388 Upper Oakwood Ave**  
**Elmira, NY 14903**  
[davidrussell@feedingamerica.org](mailto:davidrussell@feedingamerica.org)  
**607-796-6061 x4017**