



## BackPack Program School Snack Program Addendum

The Food Bank of the Southern Tier can now provide nutritious snacks to Backpack partner school districts as they are available. Snack availability is based on donations and is not guaranteed.

**Please note that snacks can be consumed six months after the "Best By" date.**

The terms of the following agreement have been understood and agreed upon by the **Food Bank of the Southern Tier (FBST)** and \_\_\_\_\_ (School District) for the specific purpose of snacks to at-risk children. Both parties are fully aware of their respective duties and responsibilities related to the acquisition, storage, and distribution of food to individuals in need.

### The FBST agrees to the following:

1. Determine a set amount of snack cases for the program at the beginning of the school year. When available, snacks will be delivered with Backpacks.
2. Supply snacks to the School District at no cost along with Backpacks.

### The School District agrees to the following:

1. District Coordinators will coordinate distribution of snacks to Site Coordinators along with Backpacks. Site Coordinators facilitate the distribution of snacks to relevant school staff. Snacks may then be distributed by staff such as school nurses, principals, teachers, counselors, and bus drivers.
2. Snacks are intended to be given to children deemed at-risk by school staff.
3. Snacks are not meant to supply whole classrooms.
4. Snacks are not intended for afterschool programs or activities where the National School Lunch Program Afterschool Program (or another funded program) is available. Please contact your District's Foodservice Manager for afterschool snacks.
5. School staff will record the **number of snacks distributed** and submit these numbers to the Site Coordinator, who in turn submits these numbers to the District Coordinator monthly. These statistics will be submitted to the Food Bank along with Backpack statistics by the 5th day of the following month.
6. Snacks will be stored in safe, secure, pest-free areas (i.e. at least 6 inches off the floor, locking cabinet or room, and away from chemicals).
7. Snacks will be provided to children in care of charge. Snacks will not be sold. Snacks are not intended for use for any parties, fundraisers, or banquets.
8. School staff is responsible for knowing the allergies of their students and ensure students are not exposed to snacks that may cause an allergic reaction. Snacks should come individually labelled.
9. The school will facilitate the annual distribution and collection of evaluations to participant students, parents, teachers and other applicable district staff.
10. District coordinators will communicate feedback on the Snack Program to FBST.
11. District coordinators will coordinate any media interest highlighting the Snack Program with FBST.
12. Failure to adhere to any of the above criteria may result in the suspension of our District's participation in the snack program.

This agreement is valid from the date signed until the end of the 2020-2021 academic year. Both parties enter into this agreement voluntarily. Either party may terminate the agreement by notifying the other party in writing.

\_\_\_\_\_  
School Superintendent                      Date

\_\_\_\_\_  
District Coordinator    Date

