

Food Pantry Applicants,

Thank you for showing an interest in the Food Bank of Contra Costa and Solano County. The following list below is criteria we are looking for in organizations applying to the Food Bank.

Volunteer Support-All programs are unique so we don't put a number on it, however your program should not be dependent on a few people.

Balanced Meal- Your 3 day emergency food bag should consist of items from the four food groups: Protein, Grains, Fruits & Vegetables, Dairy. The free perishables that we provide should help supplement your bag. Your food pantry needs some sort of support outside what the Food Bank provides for free. This could be donations of food or dollars from the community.

Service Area- The Food Bank might already have a pantry servicing your area. We are looking to start pantries in areas currently with little or no service. The pantry must be accessible by the public and cannot be operated from a home.

Game Plan- Your food pantry needs to be up and running with consistent operations over a period of time, before the food bank considers you eligible for our services. We want to see the logistics all worked out. The following is a list of items that you should consider:

Days and Time of Operations- How long are you open?, What if someone is late or shows up the following day?, Holidays?

Frequency of Use – How often is someone eligible to use your services?, What cities are you willing to serve?, Will you ask for documentation? What if they live outside your service area?

Picking up food from our distribution – You might want to find out what day of the week we deliver food to your area. Do you have a volunteer or staff member with a strong back and vehicle available to pick up the food?

Other Logistics to consider :

Breaking down large quantities of food (example: a 50 pound sack of potatoes)

A Supply of Bags or Boxes, Sign-up documentation, Tracking Numbers

Amount of food given (individual, family, large family)

Food Safety Certification (Servsafe), Provide a clean, shelved area that can be locked

We hope the above information will help get you started in your planning process. If you have any questions, please do not hesitate to contact me at 925-677-7027 or 707-421-9777 x 227 or csylvester@foodbankccs.org

Sincerely,

Cory Sylvester
Agency Relations Coordinator