BECOME AN AGENCY PARTNER WITH ST. MARY'S FOOD BANK

Dear Prospective Agency Partner,

Thank you for your interest in serving your community through a partnership with St. Mary's Food Bank (SMFB). We work with 800+ food pantries, congregate meal sites, residential facilities, and child nutrition sites across the state of Arizona. We supply our partners with no -cost food such as fresh vegetables, fruits, protein, canned goods, bread, and misc. purchased and donated items when available. All requested documentation must be provided to move forward in the application process to achieve agency partnership status.

Please apply for partnership through our online partner inquiry form to help us understand your organizational needs and how SMFB can assist you in achieving your goals.

Apply here for partnership: https://form.asana.com/?k=JWIIp1OzBfK3-cHIRJ1WFg&d=1202205369303402

A representative from SMFB will contact you within 72 business hours of your inquiry. Agency partnership is not guaranteed and is based on meeting eligibility requirements. Final agency approval is contingent upon a site visit to your organization by one of our staff. The partner approval process may take up to 45 days after initial contact, however emergency needs may be expedited. We appreciate your commitment to serving our communities!

ALL PARTNERS - REQUIRED DOCUMENTATION

- IRS 501(c)3 Determination Letter of Exemption
  - Tribal/Educational/Government Affiliate/Faith Based Institutions that do not have a 501(c)3 need to provide:
    - Signed W9 by authorized contact
    - If faith based, a Church Qualifier Form
    - SMFB 501(c)3 Extension Letter - signed by Agency leadership
- Arizona Corporate Commission (ACC) Certificate or File #
- SMFB Agency Agreement - signed by Agency leadership
- USDA Agreement (If serving CSFP/TEFAP product)
- Food Safety Training (provided by SMFB upon request)
- (2) Signed Volunteer Confidentiality Acknowledgements
- (2) Signed Civil Rights Training Acknowledgements
- New Partner Orientation Completion

CONGREGATE MEAL SITES:

- Food Protection Manager's Card
- Health Department Permit
- Most Recent Health Inspection

PARTNER QUALIFICATIONS

Must identify as one of the following:

- 501(c)3 Public Charity
- Faith-Based Organization
- Educational Institute
- Government Affiliate
- Tribal Organization

Private foundations, penal institutions, and foster care organizations are ineligible for partnership.