



Feeding Our Kids 2019-2020 Program Overview and School Application

Thank you for expressing interest in participating in the Feeding Our Kids backpack program. Our mission is to provide nourishing food to food insecure school children in Champaign County on weekends and school holidays throughout the school year. Our vision is to help food insecure children in Champaign County break down one barrier toward success, enabling them to learn and accomplish great things as they grow and develop. We began in late 2013 by supporting 18 children in 2 Champaign County schools, and are now currently serving over 800 children in 33 schools throughout the academic school year.

Due to the significant growth in our program over a short period of time, Feeding Our Kids requests that schools wishing to participate in the program complete an application. This allows Feeding Our Kids to better evaluate program needs and capabilities. Please read and complete the enclosed materials. If you have any questions throughout the process, please do not hesitate to contact us at applications@feedingourkids.org.

Please submit the application by May 31st for consideration for the 2019-2020 school year. Feeding Our Kids will review applications and inform schools of their participation status by the end of June. A detailed program guide and school information form will be sent to participating schools prior to the beginning of the school year, with the school information form to be completed and returned to Feeding Our Kids within the first two weeks of school in order to begin food deliveries as soon as possible.

The pdf version of this application can be completed and signed electronically using the latest version of Adobe Acrobat Reader (available for free from Adobe.com).

Please return the completed application, along with a copy of your school calendar, by either email or regular mail.

Email: applications@feedingourkids.org

-or-

Mail: Feeding Our Kids
PO Box 7422
Champaign, IL 61826

Thank you,

Matthew A. Hausman,
Executive Director



PROGRAM OVERVIEW

A detailed program guide will be provided to participating schools prior to the school year. However, a general overview is provided here. All participating schools are expected to fully comply with these policies and procedures. Failure to do so, especially regarding policies concerning student confidentiality and food safety, may result in a school's removal from the program.

- The program administrator at the participating school will select students that should receive bags. Student selection is ultimately at the discretion of the school's program administrator. However, this should be in line with the guidelines provided by Feeding Our Kids. Not all students that receive free or reduced lunch should be considered for participation in the program. Instead, participating students should be those that have been identified as demonstrating behaviors consistent with chronic hunger. Examples of such behavior may include complaining of extreme hunger on Monday mornings, rushing to get food in food lines, consistently eating all food (not picky at all), and consistently asking for more food or second helpings.
- The program administrator will need to get parental consent for student participation.
- Student numbers can only be updated at dates specified by Feeding Our Kids.
- Student anonymity and confidentiality is crucial throughout this program. Only the program/school administrators, parents of the participating student, and teachers of the participating student should know about a student's participation.
- A school calendar will need to be provided to Feeding Our Kids for planning around breaks and holidays. Please notify Feeding Our Kids of any updates/changes to the calendar as soon as they are known to avoid potential logistical problems.
- Volunteers will bring food bags in bins to the school every other Thursday. The bins will be marked with an "A" or a "B". These signify different food content within the bags; "A" for that upcoming weekend and "B" for the following weekend.
- Schools must have a clean and secure area for storage of the food bags and bins.
- Program administrators and teachers should work together to find an appropriate method for distributing food bags to participating students while protecting their confidentiality.
- It is critical that when bins of food are picked-up from Feeding Our Kids, all empty bins from the previous delivery are returned so that the overall process can operate smoothly.
- Per the Eastern Illinois Food Bank, who supports Feeding Our Kids financially, demographic data may be requested from schools. Details about this data collection are still to be determined, but student anonymity and confidentiality will be paramount as this is considered and implemented.



Feeding Our Kids School Application

If you have any questions regarding the application materials, please contact Feeding Our Kids at applications@feedingourkids.org.

SECTION ONE: GENERAL INFORMATION

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

2019-2020 School Year Start Dates: Staff: _____ Students: _____

School Administrator Name & E-Mail:

Program Administrator Name & E-mail:

(primary contact for Feeding Our Kids)

Status: Renewal of Program New Participant

SECTION TWO: STUDENT ROSTER ESTIMATED

Please submit the estimated number of children requested to participate in the program. If accepted, Feeding Our Kids will request an updated final student roster count at the beginning of the school year.

Estimated Students Participating in Program with No Dietary Restrictions: _____

Estimated Students Participating in Program with Dietary Restrictions. Please list specific restrictions (nut-free, no pork): _____

Total Number of estimated students requested: _____

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SECTION THREE: SPONSORSHIP

Feeding Our Kids is dependent upon donations to purchase food for all children participating in the program. On average each child that participates in the program costs around \$165 per school year. To help support these costs and reach more children, Feeding Our Kids program is searching for sponsors to participate in an Adopt-a-School fundraising program.

Are there any potential sponsors (individuals, businesses, local community organizations, etc.) that already have a relationship with your school and may be interested in participating in the Adopt-a-School program and sponsoring your school?

(Please mark) YES NO

If yes, please submit contact information of potential sponsors. Feeding Our Kids will contact any potential sponsors listed below to discuss the Adopt-a-School program.

Organization/Business Name: _____
Contact Person: _____
Phone / Email: _____

Organization/Business Name: _____
Contact Person: _____
Phone / Email: _____

Organization/Business Name: _____
Contact Person: _____
Phone / Email: _____

SECTION FOUR: SIGNATURES

Please read this carefully before signing:

By signing below, you attest to the truthfulness of all information listed on this application. You agree to let our program confirm all information listed.

I have read and understood that detailed program's rules and responsibilities will be distributed at the beginning of the academic year. I am committed, as the participating school administration, to follow the rules of the program, including but not limited to parental consent, student eligibility and confidentiality, roster submission, and food safety and distribution.

School Administrator Signature: _____ Date: _____

Program Administrator Signature: _____ Date: _____

PLEASE REMEMBER TO INCLUDE A COPY OF YOUR SCHOOL CALENDAR WITH SUBMITTAL