



Hunger is not a choice... Giving is

August X, 2018

MEMO

TO: USDA Contractors
FROM: Tina Osso
RE: FFY2019 Contracts and related materials

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Enclosed, you will find:

- the FFY2019 Emergency Food Assistance Program (TEFAP), Ohio Food Program (OFP) and Agriculture Clearance Program (ACP) Contract that allows Shared Harvest Foodbank to distribute TEFAP and OFP commodities and ACP Produce to your organization. These new contracts are effective October 1, 2018 through September 30, 2019.
Please complete the original contract in the following manner:
Front Page, Section 1: Fill in the blank with the organization's full legal name.
Front Page, Section 2: Fill in the blank with the geographical territory in which the organization provides services. This can be listed by zip code, township or city AND MUST INCLUDE THE COUNTY NAME.
Back Page, Signatures: In the lower left-hand corner, complete all the blanks under Local Distributor. Be sure the person who signs this contract is the responsible person for the organization and actually signs the contract. Typing or printing on the signature line will invalidate the contract. If a mistake is made in completing the signature section, cross out the mistake and make the correction. DO NOT USE CORRECTION FLUID (WHITE OUT).
Our FFY2019 Regional Plan (changes in the plan are underlined)
Temperature Log
Statistical Report Form.
Delivery and Pickup Calendars for Oct 2018-Sep 2019

Please review these documents, especially the Regional Plan, as it establishes your organization and Shared Harvest Foodbanks' responsibilities under this contract. If you have any questions, please call Sarah Ormbrek at 1-800-352-3663. Retain the Regional Plan and related documents; do not mail them back to us!

Shared Harvest will assess a per pound handling charge, not to exceed 10¢, on TEFAP commodities. Ohio Food commodities and ACP Produce will be provided at no charge.

Please complete and return the Original Contract no later than September 17, 2018 to:

Sarah Ormbrek
Shared Harvest Foodbank
5901 Dixie Highway
Fairfield, Ohio 45014-4207

We will return a copy of the fully executed contract to you in October.

The Annual Conference has been postponed until October 29, 2018 and more information as well as the registration will be forthcoming!

