



Jake's Network of Hope My Neighbor Wisconsin Community Partner Agreement

Jake's Network of Hope is a 501(c)3 nonprofit charitable organization that provides basic needs and daily living essentials to persons in need through a trusted network of community partners. We partner with agencies that are working on addressing the root causes of poverty and who provide goods to families they serve. It is imperative that we do not create people out of poverty to self-sufficiency.

We focus on sourcing goods, so you don't have to. You, our partner agencies, are the "boots on the ground" and we are a basic needs provider. Our goal is to support you in the amazing, uplifting work that you do through a collaborative partnership.

In completing our Community Partner Agreement you are being considered as a partner for our "My Neighbor" program. This program provides you access to our Hope Hub which is the retail shopping experience at Jake's Network of Hope. It provides your organization with access to basic needs items and daily living essentials, available for pennies on the dollar. A partnership with Jake's allows you to stretch your budget and impact even further.

We ask our partners to help monitor outcomes and to share impact stories. Collaboration is critical to secure funding & supplies so we can provide you with what you need to amplify your mission & impact. We do ask for nominal sharing fees to assist with other basic needs and daily living essentials available through our My Neighbor Program. Community partners are responsible for picking up product.

Collaborative Partnership Critical Factors for Success:

The essence of a collaborative partnership is for both parties to mutually benefit from working together. **For this collaboration to be successful in supporting both our missions, community partners are expected to complete the following during each calendar year:**

- ☐ Mention Jake's Network of Hope's partnership on your social media channels
- ☐ Share Jake's Network of Hope's mission with others who could benefit from our services
- ☐ Include an article about Jake's Network of Hope in your newsletter.
- ☐ Provide impact stories from the products purchased.

Community Partner Agreement Rules & Regulations: *Please initial each rule or regulation.*

_____ 1) The recipient agency “community partner” certifies that it is a nonprofit 501(c)3, social service agency, a religious organization in good standing, or a school family resource center providing social services to individuals or families in need and **that it has included documentation of such status along with this executed signed Agreement.**

_____ 2a) As a participant in Jake's Network of Hope's My Neighbor program the recipient agency will provide basic needs items to its clients in a conscientious manner. Items will be used to provide services to the clients of the recipient agency. The recipient agency agrees to make every effort to avoid duplication of services and to avoid providing items to clients who will sell, exchange, or barter with the items.

Use of Items Acquired

- ☐ Your organization **may use** donated goods only as direct charitable donations to people in need.
- ☐ Your organization **must not** sell, trade, barter, or otherwise transfer any donated goods in exchange for money, property, or services. Prohibited transfers include listing the donated goods for sale or trade on websites, in stores, at flea markets, or in any similar manner.
- ☐ Your organization **must not use donated goods for raffles, auctions, or any fundraising activity.**
- ☐ Your organization **must not** accept anything of value (including voluntary donations) in exchange for the donated goods.
- ☐ Your organization **must not** give any donated goods to its volunteers, officers, directors, employees, or contractors for personal use.
- ☐ Your organization **must not** return any donated goods to the manufacturer or to any retail store.
- ☐ Your organization **must not** give donations to another nonprofit organization or other entity, without permission from Jake's Network of Hope..
- ☐ Your organization **must not** redistribute any donated goods to any location outside of the United States (unless Good360 has given written permission in advance).

_____ 2b) Items acquired through the My Neighbor program can be used for community partner operations in addition to client use. (Ex- office supplies, etc).

_____ 3) The recipient agency acknowledges that Jake's Network of Hope receives products donated by others. Items provided through the My Neighbor program are available for sharing fees to offset the cost of acquisition and logistics of donations received/Items purchased. Although Jake's Network of Hope believes, to its best knowledge, that these items are unused

and safe, it is the responsibility of agency personnel to inspect the products they provide to their clients.

_____ 4) The recipient agency will defend, indemnify and hold Jake's Network of Hope, their affiliated agencies, officers, directors, contractors, agents, and employees harmless from any and all liability, loss, damages or expenses from all claims, demands, and actions (including but not limited to reasonable attorney's fees) out of or in connection with the use or handling of these products by the recipient agency, its employees, its clients, or anyone to whom it supplies the products.

_____ 5) The recipient agency will pick up its products at the facility, The Hope Hub, during an arranged shopping time. Any injury sustained by employees, representatives, and/or agents of the recipient agency while at Jake's Network of Hope are not the fault nor the responsibility of Jake's Network of Hope. The recipient agency shall submit upon request a certificate of insurance to Jake's documenting that the recipient agency has workers' compensation coverage, general liability coverage, and automobile insurance coverage of at least the minimum automobile insurance limits required by applicable state law.

_____ 6) The recipient agency will not discriminate on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status. Further, the agency will not require attendance at religious services as a condition of assistance in any of the programs that distribute diapers, nor will any client be forced or required to endure religious proselytizing of any type.

_____ 7) The recipient Agency agrees that the Recipient Agency shall not hold itself out or in any way represent that Recipient Agency is an employee or agent of Jake's Network of Hope. Nothing herein shall be construed as creating an employer/employee relationship between the parties.

_____ 8) Jake's Network of Hope reserves the right to remove an agency from its recipient list if the agency does not adhere to the terms of this agreement, or if any portion of its application is found to be mis-stated. Written notice will be provided to you in the event we will no longer provide diapers/period products/adult care essentials/other basic needs to your agency.

_____ 9) The recipient agency will not refer any individual clients to call or visit Jake's Network of Hope location. It will be the responsibility of the recipient agency to ensure all its staff are aware of all provisions.

_____ 10) The term of this Agreement shall commence as of the date hereof this agreement is last signed by Jake's Network of Hope, and shall continue until December 31st of the current year, with renewal applications to be submitted in December for the following year, unless the parties otherwise mutually agree in writing to terminate the Agreement. Either party may terminate this Agreement with or without cause upon thirty (30) days prior written notice.

If a party chooses to terminate this Agreement, all rights and obligations under this Agreement shall continue until notice period of such termination expires.

_____ 11) **It will be the responsibility of the recipient agency to ensure all its staff are aware of all provisions of this agreement. In agreement to the terms above, the undersigned declares that he/she has the authority to execute this agreement.**

_____ 12) Jake's Network of Hope will make every effort to satisfy your product needs as requested but is not accountable to do such. Jake's Network of Hope reserves the right to refuse any application for donations. Jake's Network of Hope reserves the right to perform a site visit during the application process, or with appropriate notice any time during the term of this agreement.

_____ 13) The Partner Agency grants to Jake’s Network of Hope, its representatives, and employees the right to take photographs of me and my property in connection with the above-referenced project or program. I authorize Jake’s Network of Hope to copyright, use and publish said images in print or electronically. I agree that Jake’s Network of Hope may use said photos with or without my name for any lawful purpose, including publicity, illustration, advertising, and web content.

I HAVE READ THE ABOVE WAIVER AND RELEASE OF LIABILITY, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN IT VOLUNTARILY.

Name Of Partner Agency

Jake’s NoH’s ED Name

Jake’s NoH’s ED Signature

Date

Partner ED Name

Partner ED Signature

Date