



# Ministry Partner Application

*"All of this is from God, who through Christ reconciled us to Himself and gave us the ministry of reconciliation." 2 Corinthians 5:18 ESV*

\* Indicates a required field.

## CHURCH/MINISTRY INFORMATION

Name of Organization: \*

\_\_\_\_\_

Address (Number and Street Name): \*

\_\_\_\_\_

City: \* \_\_\_\_\_ State \* \_\_\_\_\_ Zip Code: \* \_\_\_\_\_

Phone Number: \* \_\_\_\_\_

Email Address: \* \_\_\_\_\_

Website Address: \* \_\_\_\_\_

Social Media Handles (Facebook, Instagram, X, LinkedIn, etc.) \*

\_\_\_\_\_

Church/Ministry Attendance \*

Mark only one oval.

- less than 50
- 51-100
- 101-150
- 151-200
- 201-250
- Over 251

Preferred Language:  English  Spanish

\* Opt in to receive text messages. Please designate a person who will be responsible for receiving text messages.

Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

**PASTOR/DIRECTOR INFORMATION:**

Pastor/Director's Name: \* \_\_\_\_\_

Cell Number: \* \_\_\_\_\_

Email Address: \* \_\_\_\_\_

**FOOD MINISTRY CONTACT INFORMATION:**

Food Ministry Director's Name: \* \_\_\_\_\_

Cell Number: \* \_\_\_\_\_

Email Address: \* \_\_\_\_\_

How many people are on your Food Ministry Team? \* \_\_\_\_\_

Authorized Food Pick Up Representatives:

Name: \* \_\_\_\_\_ Cell Phone #: \* \_\_\_\_\_

Name: \* \_\_\_\_\_ Cell Phone #: \* \_\_\_\_\_

Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

**FOOD MINISTRY INFORMATION:**

Briefly describe the Ministry/Program for which you need food:\*

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**FOOD MINISTRY INFORMATION (CONTINUED):**

Is Daily Bread your only source of food for your food pantry? \*

Mark only one oval.

Yes  No

If you answered NO to the previous question, list the other source(s) of food?

\_\_\_\_\_

Address of your distribution site\*:

\_\_\_\_\_

If you already have a food distribution schedule, please fill in the schedule below.\*

Mark all days that apply.

<u>DAY(S)</u>	<u>TIME</u>	<u>FREQUENCY</u>
<input type="checkbox"/> Monday	_____	_____
<input type="checkbox"/> Tuesday	_____	_____
<input type="checkbox"/> Wednesday	_____	_____
<input type="checkbox"/> Thursday	_____	_____
<input type="checkbox"/> Friday	_____	_____
<input type="checkbox"/> Saturday	_____	_____
<input type="checkbox"/> Sunday	_____	_____

Please choose all services that your organization offers: \*

Check all that apply.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Clothing                                     | <input type="checkbox"/> GED Programs           | <input type="checkbox"/> Healing Ministry    |
| <input type="checkbox"/> Christian Counseling                         | <input type="checkbox"/> Case Management        | <input type="checkbox"/> Emergency Housing   |
| <input type="checkbox"/> Rental Assistance                            | <input type="checkbox"/> ESL Programs           | <input type="checkbox"/> Senior Services     |
| <input type="checkbox"/> Utility Assistance                           | <input type="checkbox"/> Finance Classes        | <input type="checkbox"/> Veteran Services    |
| <input type="checkbox"/> Drug/Alcohol Recovery                        | <input type="checkbox"/> Mental Health Services | <input type="checkbox"/> Prepared Meals      |
| <input type="checkbox"/> Medical Assistance                           | <input type="checkbox"/> Life Skills Training   | <input type="checkbox"/> Youth Services      |
| <input type="checkbox"/> Celebrate Recovery                           | <input type="checkbox"/> Childcare Services     | <input type="checkbox"/> Bible Study Classes |
| <input type="checkbox"/> Job Placement Services/Training: _____       |   |  |
| <input type="checkbox"/> Referrals for other services/agencies: _____ |   |  |
| <input type="checkbox"/> Other services: _____                        |   |  |

What language are your services conducted in: \*  English  Spanish

How many individuals and/or families do you anticipate serving at your food distribution? \*

\_\_\_\_\_

Please attach a copy of your organization's 501(c)3 documents to this application.

# Daily Bread Doctrine, Policy, and Procedures\*

Daily Bread Doctrine, Policies, Procedures

Please **initial** to acknowledge you have read the following statements\*:

Once your application is approved; you are considered a **“Ministry Partner.”**

## \_\_\_\_\_ \* Daily Bread Doctrine:

The Bible is God’s Word and is without error. Jesus Christ is Lord and perfectly reveals God’s love and salvation. Jesus was sent by His Father to bring about the restoration and reconciliation of all relationships. The Holy spirit is equal and perfectly united to the Father and Son and is our guide to help us live God’s perfect story for our lives.

\_\_\_\_\_ \* **Daily Bread exists to equip our Ministry Partners with resources and training to address the root cause of poverty.** Our desire is not only to provide food and other resources to our Ministry Partners but also to provide training opportunities that can help maximize the impact you are having in the community. We believe that hunger is merely a symptom of poverty and that as we dig deeper into people’s lives, we find that truly what has them trapped in poverty is broken relationships with themselves, with others, with creation, and most of all with God. Our goal is that you will use the food and resources provided to you by Daily Bread to help you enter the lives of broken people and with the help of the Lord, help mend the broken relationships by offering classes available through Daily Bread or classes administered through your church that address the root cause of poverty. Our expectation is that you would work towards offering educational classes that address broken relationships. Through our trusted partners, Daily Bread offers free financial and parenting classes to support individuals and families in our community. Some examples of classes you may already offer or can work towards offering are: English as a Second Language (ESL), General Education Diploma (GED), Job Skills training, Bible Studies, etc.

\_\_\_\_\_ \* Daily Bread uses the book, **“When Helping Hurts”** as a foundational tool for how we operate. As a new Ministry Partner candidate, the Pastor/Director and leaders are required to complete the course, “Helping Without Hurting,” offered through Daily Bread, prior to beginning food pick up services. Current Ministry Partners are required to take the course every three years and immediately, if leadership changes are made to your organization. Once completed, the organization agrees to operate with this book as a foundational tool for your food ministry. Our hope is that a minimum of 2 members of your team be trained.

\_\_\_\_\_ \* I will attend a yearly Ministry Partner Vision Casting Event.

\_\_\_\_\_ \* Food distributed to you by Daily Bread is given in good faith and the recipient organization will not hold any party responsible (either Daily Bread or the food company donor) for injuries or sickness that may result from consumption of food donations.

\_\_\_\_\_ \* The sole allowable use of food/goods received from Daily Bread is for the use of the church and the care of the community.

\_\_\_\_\_ \* Ministry Partners will **NOT SELL OR TRADE** food or any other items received from Daily Bread upon penalty of **TERMINATION FROM THE PROGRAM.**

\_\_\_\_\_ \* Food or goods **MUST NOT** be used for any kind of fundraising event (i.e., sporting event, rummage sale, walkathon, or bake sale).

\_\_\_\_\_ \* Ministry Partner will provide adequate storage, refrigeration, and freezer space to ensure the integrity of food until used:

- a) Food must be stored at least three inches off the floor. No food is to be stored at ground level;
- b) Thermometers need to be kept in each refrigerator and freezer to ensure appropriate temperature;
- c) Food products may not be stored with non-food products;
- d) Food should be kept organized and in a sanitary environment;
- e) Storage site must be in a controlled temperature setting with heat and air;
- f) Proper pest control must be maintained at all times.

\_\_\_\_\_ \* Ministry Partner will not require donations from anyone receiving the donated food/goods but they can be accepted.

\_\_\_\_\_ \* Food/Goods will be distributed without discrimination or preference in regard to race, gender, age, political belief, religion, sexual orientation, or disability.

- a) Churches may conduct religious activity in connection with services provided, however, the activity may not be discriminatory to the client.
- b) In no case may attendance be required for a political event.
- c) Church membership should not be a requirement to receive food.

\_\_\_\_\_ \* The Ministry Partner may use Daily Bread donated non-food items (i.e., cleaning supplies and paper goods) if they relate to the mission of caring for the community.

\_\_\_\_\_ \* Ministry Partners will not solicit Daily Bread food/goods donors.

\_\_\_\_\_ \* Ministry Partner will provide a copy of their organization's IRS 501(c)(3) charitable tax exemption or show that it has met the IRS criteria of a church.

\_\_\_\_\_ \* Ministry Partner will notify Daily Bread, in writing, regarding any changes of their organization's Pastor/Director or pick up representatives as well as any address or phone number changes.

\_\_\_\_\_ \* Ministry Partner will keep adequate records of people served through the food program and provide a monthly report to Daily Bread **no later than 10th day of each month**. Ongoing tardiness may affect your ability to participate in distributions and/or One-Time Event Requests / Household Item Requests.

\_\_\_\_\_ \* Ministry Partner will be visited by Daily Bread representatives once per year for compliance review.

\_\_\_\_\_ \* No Partnership exists between food recipients and Daily Bread.

\_\_\_\_\_ \* Concerns or issues with Daily Bread or other Ministry Partners should be submitted in writing and addressed to the Director of Operations of Daily Bread. The letter should include verifiable facts and a recommendation for resolution. Daily Bread will respond to the issue in a timely manner.

\_\_\_\_\_ \* Ministry Partner is expected to send at least one individual who can help load their own vehicle.

\_\_\_\_\_ \* Ministry Partner agrees to comply with all the policies herein, written, implied, and verbally expressed, to keep in good standing with Daily Bread and the local and state Departments of Health.

\_\_\_\_\_ \* Ministry Partners may participate in distribution up to two days per week on either Monday, Wednesday, or Friday mornings. To receive food, Ministry Partners **must check-in with Daily Bread staff between 6:30am and 7:20am**. Food distribution starts promptly at 7:00am. Sites outside of San Antonio may follow different schedules and procedures.

\_\_\_\_\_ \* Ministry Partner is expected to submit success stories and testimonies as requested by DB (quarterly at a minimum).

\* As the authorized representative of \_\_\_\_\_  
(Organization Name)

\* I have read and agree to ensure that my organization will operate in full compliance with the policies, procedures, and doctrine outlined above. I also acknowledge that I will receive a copy of this document for my records.

\_\_\_\_\_ on \_\_\_\_\_  
(Signature of Pastor/Director) (Date)

Monthly Support:

Because of our commitment to a Christ-centered mission, Daily Bread remains fully supported through private, philanthropic giving. We do not accept any funding that would compromise our ability to serve freely and faithfully, without compromising the Gospel. While donations are never required, we kindly ask that you pray about becoming a supporter. **To learn more, please call us at 210-223-4707, or go to [www.dbmsa.org](http://www.dbmsa.org) to give.**



## Media Release and Consent Form\*

**Subject:** Authorization for Use of Photos, Recordings, and Video

I hereby grant permission to Daily Bread to use my image, voice, and likeness in photographs, recordings, and videos for the purpose of marketing and promotional materials.

- 1. Scope of Use:** I understand that the photographs, recordings, and videos may be used in various forms of media, including but not limited to, printed brochures, flyers, social media platforms, the Daily Bread website, newsletters, and other promotional materials.
- 2. Purpose:** The purpose of these materials is to promote the mission and activities of Daily Bread and to raise awareness about the organization's work and impact.
- 3. Rights Granted:** I agree that Daily Bread may use, reproduce, and distribute my image, voice, and likeness in any manner deemed appropriate by the organization. I understand that this includes the right to modify or alter the images and recordings as necessary for their intended use.
- 4. No Compensation:** I acknowledge that I will not receive any compensation for the use of my image, voice, or likeness, and I release Daily Bread from any claims, demands, or liabilities arising from such use.
- 5. Voluntary Participation:** I understand that my participation is voluntary, and I am not obligated to provide consent. I also understand that I may withdraw my consent at any time by providing written notice to Daily Bread, but that such withdrawal will not affect any materials already produced or distributed.

By signing below, I confirm that I have read and understand the terms of this Media Release and Consent Form, and that I agree to the use of my image, voice, and likeness as described.

***Daily Bread requires a signature from all Authorized Food Pick Up Representatives listed on this application (page 2). \****

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_