



# FOOD BANK OF NORTHEAST GEORGIA

## 2026 GNAP MOU

This Memorandum of Understanding (MOU) is made between the Food Bank of Northeast Georgia (FBNEGA) and

\_\_\_\_\_ (Food Bank Member) This MOU defines the terms and guidelines for the Member to engage in the Georgia Nutritional Assistance Program (GNAP) in partnership with FBNEGA.

1. The Member must remain a partner in good standing and adhere to all elements of the FBNEGA Member Contract
2. The Member must additionally adhere to all policies, procedures, and recordkeeping requirements of the GNAP program according to the training provided to the Member and as outlined in this MOU. All GNAP reporting must be submitted by the 3<sup>rd</sup> day of each month for the previous month.
3. The Member affirms that it has received and reviewed the mandatory GNAP training provided by FBNEGA.
3. The Member agrees that it will distribute all GNAP products to families with children or individual children who express a need for food assistance and are eligible to receive it according to the guidelines of the GNAP program.
5. The Member agrees that it will distribute all GNAP food within the defined 4-month FBNEGA GNAP distribution period. No GNAP food may be stored or distributed by the FBNEGA Member outside of the FBNEGA GNAP distribution period. In 2026, the 4-month distribution period will be from May 1, 2026, through August 31, 2026. All GNAP products must be distributed by the end of this period.
6. The Member agrees to inform their FBNEGA Food Access Coordinator of any GNAP food it may not be able to distribute as soon as it becomes apparent, but no later than August 15<sup>th</sup>, 2026.
7. FBNEGA reserves the right to reclaim any GNAP products the Member is unable to distribute within the 4-month GNAP distribution period. This includes the right for the FBNEGA to reclaim these products at-will and before the end of the 4-month period.



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8. In the event of the termination of FBNEGA Membership, the Member agrees to return to FBNEGA all GNAP food on hand when the Membership is terminated.
9. In the event of the termination of the GNAP MOU, the Member agrees to return to FBNEGA all GNAP food on hand when GNAP MOU is terminated.
10. FBNEGA and the Department of Human Services (DHS) reserves the right to perform announced and/or unannounced site visits to verify all terms and guidelines of this MOU are being met.

## EFFECTIVE PERIOD OF AGREEMENT

This agreement shall remain in effect for the duration in which the Member is an active Member of the Food Bank of Northeast Georgia. This Agreement may be terminated upon 7 days written notice on the part of either party. FBNEGA may terminate this Agreement immediately upon receipt of evidence that the terms and conditions of this Agreement have not been fully complied with by the Member. Any termination of this Agreement shall be in accordance with applicable laws and regulations.

The Member Agency representative's signature below confirms that the Member Agency has reviewed, accepted, and agrees to abide by all terms of this MOU.

Signatures:

\_\_\_\_\_  
Member Agency Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
FBNEGA Representative

\_\_\_\_\_  
Date