

Memorandum of Understanding Agreement between

Sowing Seeds for Life And Mt. San Antonio College

Sowing Seeds for Life enters into this agreement with Mt. San Antonio College, located at 1100 North Grand Avenue, Walnut, California, 91789, represented by [REDACTED] and to the following understanding.

Sowing Seeds for Life commits to providing palletized foods and goods such as, but not limited to canned, boxed and bagged non-perishable food items in addition to paper goods when available on a once per monthly basis. Items will be picked up by Mt. San Antonio College or delivered by authorized representatives of Sowing Seeds for Life on [REDACTED] day of each month from Sowing Seeds for Life in La Verne, with the exception of weeks that may contain a Federal holiday in which Sowings Seeds for Life offices are closed. In that event, re-scheduling can be accommodated.

Mt. San Antonio College allows its physical address and location to be utilized by Sowing Seeds for Life for the purpose of food pantry distribution on the third [REDACTED] day of each month between the hours of **11:00 a.m. and 1:00 p.m.** This pantry will be named and known as Sowing Seeds for Life.

This agreement is for the mutual mission of helping individuals and families in need in Los Angeles County. At no time shall a financial cost be issued to anyone utilizing the pantry's goods.

Mt. San Antonio College will provide volunteers for the pantry distribution. Volunteers must conduct intake of all clients receiving product in accordance to all state/federal regulations of the food provider and will obtain all necessary information and documentation in accordance to those regulations. Additionally, volunteers shall assist with the logistics of the pantry on the day of delivery. Sowing Seeds for Life will deliver all food and non-perishable goods per this agreement but may not be on site during distribution. Sowing Seeds for Life will train authorized representatives of Mt. San Antonio College in the method of form acceptance and general pantry procedures at one more of our pantries in La Verne.

Representatives

Mt. San Antonio College accepts this product and in doing so agrees to “Hold Harmless” Sowing Seeds for Life, its employees and representatives from any and all liability once donations are accepted.

Sowing Seeds for Life will add the physical address of 1100 North Grand Avenue in Walnut California, 91789 to all printed materials for distribution, to our website and all resources

partners as a referral location for food services in Los Angeles County. Mt. San Antonio College grants approval of this action for the purpose of food pantry distribution only.

Sowing Seeds for Life will assist to promote this food pantry through all media sources available to them and ask that Mt. San Antonio College do the same on campus to ensure students are advised of the service available to them.

This partnership is entered into freely by both parties. Should at any time this partnership should dissolve for any reason; the dissolving party will allow the other party a 30 day notice of intent to allow for clients not to be compromised.

It would be appreciated if Mt. San Antonio College would encourage the student community to assist in the promotion and support of the Mobile Food Pantry by conducting a fundraiser at sometime within the calendar year. All events are for program promotion and any funds raised will assist with the food program of Sowing Seeds for Life and therefore must be approved by Sowing Seeds for Life prior to taking place.

Insurance – Sowing for Life Seeds will maintain Auto Liability insurance with coverage limits of \$1,000,000.00 per occurrence for the life of the Memorandum of Understanding with Mt. San Antonio College. Sowing Seeds for Life will provide Mt. San Antonio College with a Certificate of Insurance for the Auto Liability Coverage and an additional insured endorsement naming Mt. San Antonio College as additionally insured, once pantry dates have been determined.

Signature of Representative of Mt. San Antonio College

Date

Signature of Representative of Mt. San Antonio College

Date

Signature of Vicki Brown, Founder Sowing Seeds for Life

Date