

**Non-Profit Organization Application for Harvest Distribution**

The Texas Parks and Wildlife Department (TPWD) is seeking a non-profit organization to administer the statewide program that provides hunters with a mechanism to donate legally harvested deer that can be processed and provided to local food banks (see TPW 42.011). This non-profit organization would receive funding from a voluntary contribution when a person applies for a license, beginning with the 2021 license year on 8/15/2020.

If you are a non-profit organization and interested in partnering with TPWD, please fill out the application below and email it to [Purchasing.BidBox@tpwd.texas.gov](mailto:Purchasing.BidBox@tpwd.texas.gov) no later than **Tuesday, March 24, 2020**.

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| 1. Organization name |  |
| Contact name |  |
| Phone |  |
| Email |  |
| Address |  |
| Address |  |
| City / State / Zip |  |
| Organization website URL |  |
| Organization website URL |  |
|  |  |
| 1. Check all that apply | Unincorporated Nonprofit Association  Nonprofit Corporation  State of Texas tax-exempt  Federal tax-exempt |
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| 1. Does your organization administer a *statewide* program for hunters to donate deer to meat processors who will process, package and make available to local food banks? | Yes  No |
| * 1. If so please briefly explain. |  |
| * 1. How many processors do you currently work with/under contract?      1. Please itemize processor name and city (attach as addenda to this document) |  |
| * 1. Please describe your business relationship with local food banks if any (contractual or otherwise).      1. Please itemize the food bank name and city (attach as addenda to this document) if applicable. |  |
| * 1. Is there a cost to the hunter to donate to the meat processor or does your organization pay for the amount in full? | Yes  No |
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| 1. TPW 42.011 requires that funds received by the non-profit organization from TPWD may only be used to administer, operate, support and promote the program noted in question #3 above. |  |
| * 1. What kind of financial “system” does your organization use to ensure that funds received from the voluntary donation would be used exclusively for the intended purpose (manual, spreadsheets, accounting system, etc.)? Please explain. |  |
| * 1. Are you able to provide financial reports to TPWD and other State entities that would support part a? | Yes  No |
| * 1. Does your organization currently have a budget for this program? | Yes  No |
| If so, please provide an approximate amount |  |
| * 1. Does your organization have staff to support this program? Please explain. |  |
| * 1. Please briefly explain how you intend to support and promote the program. (i.e. marketing to hunters, recruiting meat processors, etc.) |  |
| * 1. Please provide the metrics that you would use to evaluate the performance of this program. |  |
| Are you prepared to provide these metrics to TPWD or other State entities on a periodic basis concurrent to any financial reports? | Yes  No |
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| 1. What steps have you taken to ensure food safety (processors, food banks, etc.)? |  |
| 1. With respect to health and safety, do you have the ability to timely track donated meat from an individual deer, through the processor to a local food bank? If so, please explain. |  |
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| Submitted by: |  |
| Contact information if different than above: |  |
| Submission date: |  |