



# HUNGER CHALLENGE AGREEMENT

Event name \_\_\_\_\_

Host name \_\_\_\_\_

Contact person name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Alternate contact person \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

## Hunger Challenge Details

Number of boxes to be packaged \_\_\_\_\_ # of meals \_\_\_\_\_

Date(s) \_\_\_\_\_ Venue \_\_\_\_\_

Address of Hunger Challenge venue \_\_\_\_\_

Total funds to be raised (# of boxes x \$65) \$ \_\_\_\_\_

## Payment Schedule

	Amount	Date	
Deposit	\$500	_____	
Payment	\$ _____	_____	
Payment	\$ _____	_____	
Payment	\$ _____	_____	80% of total six weeks prior to HC date
Final payment	\$ _____	_____	On Hunger Challenge date

Heaven Sent Ministries and the Hosting Group agree to the following.

Heaven Sent Ministries will provide:

- Food ingredients (rice, soy, vegetables and vitamins) and packaging supplies (bags, boxes, tape)
- Packaging equipment
- Transportation or shipping of ingredients, supplies, and equipment to your site. We may ask for your help transporting rice within your community.
- Guidance and information regarding promotional, fundraising, and logistical processes
- A web page with detailed information about your Hunger Challenge event, including online registration and donation systems
- Promotional materials in electronic form. Professionally printed materials available for larger events.
- On-site leadership and assistance the day of the Hunger Challenge
- Arrangements with our missionary partner to ship the finished food product OR coordination with your missionary partner regarding shipping. Funds designated toward shipping vary with event size.

Hunger Challenge Host will provide:

- A suitable location, usually a gymnasium or large fellowship hall
- Sufficient tables for the assembly process
- A size room, including chairs, for orientation briefings
- Audio Visual equipment for orientation
- Audio equipment at Hunger Challenge venue
- A local core team to promote, raise funds, register volunteers, and assist on the day of the event
- Volunteers
  - To package the food. Generally one volunteer per box of food to be packaged, working in prescribed two hour shifts
  - Key Volunteers to help with set up, heavy lifting, leadership, and clean up on the day of the event.
- Management of the online registration system to track volunteers for the event
- Funding (\$65 per box of food, which breaks down to 30 cents per meal)
- Storage location (at or near the facility) where HSM can ship food ingredients up to two weeks ahead of time
- Meals for HSM staff members and your key volunteers on-site during the Hunger Challenge

If the Host Group is not able to raise 80% of the necessary funds by the agreed upon date, the size of the event may be reduced in proportion to the funding. If the funding is not sufficient to warrant holding an event, all monies collected will be used to purchase food ingredients to feed starving children and will be packaged at a location of HSM's choosing.

Although this document is not a formal contract, both parties agree in good faith to host a Heaven Sent Ministries Hunger Challenge according to the above guidelines.

\_\_\_\_\_  
Signature of Hosting Group leader

\_\_\_\_\_  
date

\_\_\_\_\_  
Signature of HSM representative

\_\_\_\_\_  
date

Please include a nonrefundable deposit of \$ \_\_\_\_\_ to secure your Hunger Challenge date(s). The deposit will be applied toward your total. If you are not able to complete your event, be assured that your deposit will be used to purchase food ingredients for another event. Checks should be made payable to Heaven Sent Ministries.

Please send deposit check and completed agreement to:

Heaven Sent Ministries  
PO Box 5392  
Princeton, WV 24740