

HPNAP Capital Equipment Terms & Conditions

By accepting HPNAP Operations Support grant funds to purchase equipment OR equipment purchased for your agency with HPNAP grant funds, your agency agrees to the following when the grant award agreement is signed:

- Your agency must purchase and pay for the approved equipment as soon as possible. The equipment must be unpacked, assembled, operational, and utilized for the provision of food within sixty (60) days of delivery to the food distribution site.
- Your organization agrees to pay the costs of installing or securing the equipment.
- Your organization agrees to pay the costs of any reasonable repairs to maintain the equipment in good condition for its useful life span (usually ten years) and agrees to use the equipment in accordance with appropriate food safety and sanitation practices.
- This equipment is to be used for the purpose of providing food to people in need. Your agency cannot use the equipment for other programs or purposes and the equipment must be located and maintained at the site of the emergency food program.
- Your organization is responsible for damage or loss of equipment purchased through HPNAP Operations Support grant funds. Your agency should insure the equipment against fire, theft, and damages. Your agency must inform the Food Bank immediately if the equipment is damaged, stolen or temporarily or permanently out of service.
- The equipment is the property of New York State. A representative from the Food Bank will observe the equipment in operation and affix a label to the equipment identifying it as State of New York property.
- Your agency must request authorization through the Food Bank prior to transferring, relocating or disposing of the funded equipment. If your agency closes its emergency food program, your agency must notify the Food Bank so the equipment can be transferred to an active emergency food program.
- Your organization agrees to hold the State of New York and Food Bank of Central New York harmless from any and all claims, costs, expenses (including attorney's fees), losses, and liabilities of any nature arising from or in connection with the purchase, delivery, installation, acceptance, rejection, ownership, possession, use, operation, and/or condition of any of the funded equipment.