

LGFB Distribution Site Readiness Checklist

Please complete the following checklist to gain an understanding for the level of readiness of your organization to implement the London Good Food Box Program.

Do you have the following?

- Dedicated staff/volunteer to oversee the London Good Food Box Program?
- Transportation to pick up multiple boxes (e.g van or truck)?
- Volunteers to be in charge of distributing boxes, sorting and promotions?
- Access to phone/internet (e.g registration, follow up, printing resources)?
- Space for distribution?
- Fridge for unclaimed boxes?
- Ability to handle monetary transactions (e.g float and staff process for record keeping, cash box, and accepting money from community members)?
- Administrative support for record keeping and monitoring?
- Agreement with principles and values listed in the LGFB introductory letter?
- Willingness to undergo training?

For any questions or concerns related to the readiness checklist, or to express interest in becoming a distribution site, please contact the host organization of the London Good Food Box, Glen Cairn Community Resource Centre at [\(519\) 668-2745](tel:5196682745).