

# **Lincoln University Foodbank Policy**

## **Purpose:**

The purpose of the policy is to provide direction for Lincoln University Chaplaincy and its partners to administer a sustainable and effective foodbank service.

The objective of the foodbank is to provide emergency assistance through basic food and supplies for students and their families who are experiencing hardship.

## **Procedures:**

### **Resourcing:**

The Foodbank is coordinated by LU Chaplaincy in partnership with Student Health, Wellbeing and LUSA. The food parcels are provided by the St Theresa's (Parish of Christchurch West) Foodbank. Extra non-food provisions are provided by LU Chaplaincy and are stored in the Chaplain's offices in Hudson Building.

### **Staffing:**

LU volunteer Chaplains are currently available for interviews and delivery of food parcels on Thursdays. If there is capacity and need other days could be considered. Other help required for pick up and distribution of food parcels from St Theresa's. Offers of help have been made by Christian fellowship and Jayne Smith from Wellbeing.

### **Referrals:**

A Google form has been made which can be used for self-referrals or referrals from other departments within the University. Once a referral has been generated and a clear need been identified then a food parcel will be available for collection on the next Thursday.

[https://docs.google.com/forms/d/1Gxm19NVARBBYUftUC9Kkb1XLL1276Vt\\_GA7IEV4Ig9w/edit?usp=sharing](https://docs.google.com/forms/d/1Gxm19NVARBBYUftUC9Kkb1XLL1276Vt_GA7IEV4Ig9w/edit?usp=sharing)

If completed by a foodbank partner this could be considered the required interview for acceptance of application for food parcel and further communication from the foodbank would be to arrange collection.

**Eligibility for food parcel**

Food parcels are available for any student at Lincoln University who is in hardship. Assistance will be provided for students' families as well. Each student and their family is eligible to receive up to three food parcels. Allowances will be made for extreme cases of hardship. In those cases further assistance may be provided. Applicants will be asked to take responsibility for improving their situation and act on any advice given to prevent the need for further assistance.

**Pastoral care:**

Foodbank assistance is offered as part of the ongoing pastoral care of Lincoln University students. Students will be encouraged to work with the appropriate support staff to reduce hardship and promote their wellbeing.

**Review**

This policy will be reviewed at the end of each semester or as required due to operational issues.