

Appendix D
Agency Partner Fee Structure
July 1, 2026 - June 30, 2027

Connecticut Foodshare may apply fees for certain Product or services, following guidance from Feeding America in relation to Product received under IRS Regulation 170e3 and government contract requirements on allowable fees. Connecticut Foodshare will review the Agency Partner Fee Structure annually and communicate any changes no later than April 1 for changes effective on July 1.

Current Fee Structure:

Fee Type*	Maximum Allowed	Current Fees
Shared Maintenance Fee	Up to \$0.19/lb.	\$0
Value Added Packaging/Processing Fee (VAP) or Pick and Pack Out Fee (PPO)	UP to \$0.50/lb.	\$0
CT-NAP Administrative Fee (if participating)	Up to \$.05/lb.	\$0
Grocery Purchasing Program (GPP) Mark-up	N/A	\$0
Delivery Fee (if participating)	\$0.10/lb.	\$0

***Fee Type Descriptions:**

- a) **Shared Maintenance Fee:** A per pound fee on Product to offset costs associated with transportation, storage, and handling. Currently Feeding America allows Connecticut Foodshare to charge a shared maintenance fee of up to \$0.19 per pound.
- b) **Value Added Processing Fee (VAP)/Pick and Pack Out (PPO):** A per pound fee on Product to help cover costs associated with product packing or processing, or produce picking, bagging, washing, etc. VAP and PPO fees are set by the donor, and generally do not exceed \$0.50 per pound.
- c) **CT-NAP Administrative Fee:** A state funded food purchase program administered by Connecticut Foodshare. The program allows Connecticut Foodshare to charge up to \$.05 per pound to help cover the costs of administering the program.
- d) **Grocery Purchasing Program (GPP) Mark-up Fee:** Connecticut Foodshare accesses wholesale pricing to purchase select items in bulk and re-sell them to partners at 100% of our cost through the Grocery Purchasing Program. An additional “mark-up” may be added to help cover the costs of administering the program.
- e) **Delivery Fee:** To offset costs associated with order delivery to Agency Partners. Connecticut Foodshare may charge a delivery fee of up to \$0.10 per pound (excluding TEFAP pounds).