

# HOPE Partner Site Training Log

**Instructions:** HOPE Site Leaders are responsible for training any other staff or volunteers who will be involved in HOPE distributions and have not participated in a Food Bank-led HOPE training (example: volunteers who bag and distribute HOPE food). These trainings should take place prior to the individual's or individuals' involvement with HOPE. Site Leaders should use this Site Training Log to document staff/volunteer trainings and be prepared to produce an up-to-date copy of this form to the Food Bank upon request.

Name of Person Trained & Role at HOPE Site	Date & Time of Training	Name of Trainer (Site Leader)	Signature of the Trainer (Site Leader)	Signature of the Trainee

