



## Justice Necessary Menstrual Product Grant PRODUCT USAGE AGREEMENT

This document outlines the agreement between Justice Necessary and **[GRANT RECIPIENT]**.

### I. Award Collection

Grant recipients must arrange to collect and transport their grant awards from the assigned distribution hub on the designated date and time listed in their award letter. Products will only be available at the specified location during that scheduled window. Any awards not picked up at the assigned time will not be held, shipped, or delivered.

By signing this Agreement, you are representing that you will pick up the awarded products in the time and date specified in your award letter. You agree to provide Justice Necessary contact information for the individual(s) responsible for completing product pick-up. You further warrant and represent that you will provide sufficient capacity to safely and fully transport the awarded products.

Failure to meet these requirements may result in forfeiture of the award at the discretion of the Justice Necessary.

### II. Communication Guidelines

The Grantee commits to meeting the following benchmarks for communication with Justice Necessary:

- A. You agree to provide the completed Implementation Plan substantially similar to the attached **Exhibit A**.
- B. You also agree to participate in student and faculty survey data collection during the 2026–2027 school year. These surveys will confirm:
  - (a) Dispenser installation status
  - (b) Percentage of products used
  - (c) Ongoing compliance with stocking requirements
  - (d) Any implementation challenges or support needs

In accepting this Grant, you agree that no later than June 30, 2026, you will provide the following information to Justice Necessary:

- (2) Written confirmation verifying that 50% or more of female and gender-neutral restrooms have been stocked with free menstrual products in accordance with the legislative requirements of HB24-1164.
- (3) Pictures showing that menstrual product dispensers have been installed in the applicable restrooms.

- (4) Confirmation that at least 50% of eligible restrooms are currently stocked.
- (5) An estimated percentage of products distributed or utilized
- (6) A list of any challenges or barriers related to dispenser installation, stocking, or maintenance.

Grantee commits to fostering open communication with Justice Necessary and collaboratively develop a proactive strategy to address challenges related to dispenser use or product access.

- III. **Use Restrictions** Products provided through this grant are intended to support compliance with Colorado state law. By accepting products through this grant, schools agree that product placement must comply with Colorado state requirements and the implementation guidelines outlined in HB24-1164. Schools are responsible for ensuring that menstrual products are made available in locations that meet legislative accessibility standards and support consistent student access.

***By Accepting this Grant, You are Agreeing to Place Product in the Locations Below, as required by Colorado Law:***

- Product distribution must meet the requirements of Colorado HB24-1164, “*Free Menstrual Products to Students.*”
- Schools receiving dispensers from Justice Necessary must install them by June 30, 2026.
- By June 30, 2026, schools must provide free menstrual products in **at least 50% of each school’s female and gender-neutral student restrooms.**
- Signage must be placed in the other **50% of each school’s female and gender-neutral student restrooms.**
- Products are intended for placement in *student restrooms only*, unless a school requests placement in faculty restrooms in advance and receives ***prior written approval from Justice Necessary.***

There should be ample signage in bathrooms without menstrual products as to where products can be located. In addition, signage should also be available in any main office/nurses office that is accessible to all students.

#### **IV. Vandalism of Product Dispensers**

If vandalism to any of the dispensers occurs, you agree to provide Justice Necessary with a report of vandalism, and pictures of the same, within 10 days of discovery. If appropriate, Justice Necessary will replace the dispenser. If the dispenser will be moved or the product will be placed in a new location, that movement must follow the implementation plan, attached as **Exhibit A.**

#### **V. Proper Use & Maintenance**

The Grant recipient is bound to the Implementation Plan, attached as **Exhibit A**, that is intended to serve as an outline for how the product shall be used.

The Implementation Plan governs the approach to misuse, responding to issues promptly, and ensuring dispensers remain functional, accessible, and consistently stocked.

If the Implementation Plan must be changed, Grant recipient must first notify Justice Necessary and receive Justice Necessary's sign-off on the same.

### **Product Use Guidelines**

Under no circumstances may awarded products:

- Be placed in staff or faculty restrooms unless the school has requested such placement in advance and received prior written approval from Justice Necessary.
- Be withheld or withdrawn as a form of punishment for students.
- Be taken and resold for profit.
- Be distributed or managed in a manner that does not comply with the requirements of Colorado law (HB24-1164) and the approved Implementation Plan.

The products provided under this grant are primarily for student use; however, with written approval from Justice Necessary, they may also be used to support faculty and staff. Justice Necessary is committed to ensuring access to menstrual products for all while prioritizing student needs in alignment with the legislative guidelines.

### **VI. Assumption of Risk**

Recipient acknowledges and agrees that it is receiving the products free of charge and that it assumes all risks associated with the receipt, possession, storage, and use of the products. Recipient understands that the products may have inherent risks, may not be suitable for all purposes, and may require proper handling, storage, and use to avoid injury or damage.

### **VII. Indemnification**

Recipient shall indemnify, defend, and hold harmless Justice Necessary, its officers, directors, employees, agents, volunteers, donors, and affiliates (collectively, the "Indemnified Parties") from and against any and all claims, demands, actions, suits, proceedings, losses, damages, liabilities, settlements, costs, and expenses (including but not limited to reasonable attorneys' fees and court costs) arising out of, relating to, or in connection with:

- a) Recipient's receipt, possession, storage, handling, use, misuse, or disposal of the products;
- b) Any product liability, strict liability, negligence, or other claim related to the products;
- c) Any personal injury, bodily injury, death, or property damage caused by or allegedly caused by the products;
- d) Recipient's failure to properly inspect, maintain, or use the products;
- e) Recipient's failure to comply with any applicable laws, regulations, or safety requirements related to the products;





**Justice Necessary Menstrual Product Grant  
Implementation Plan Template**

<b>School/District Name</b>	
<b>Primary Contact (Name, Title, Phone, and Email)</b>	
<b>Date</b>	

Instructions:

1. Answer every section. Be specific and avoid general statements.
2. Where possible, use dates, numbers, and names of the responsible party/individual.

Justice Necessary will use this plan to monitor compliance.

**Section 1: School Context & Need**

<b>Grades Served</b>	
<b>Total Student Enrollment</b>	
<b>Estimated number of students who menstruate</b>	
<b>% of students on free/reduced lunch</b>	
<b>Current menstrual product access status (before this grant)</b>	
<b>1. Where are menstrual products currently available, if anywhere?</b>	
<b>2. What gaps does this grant address?</b>	
<b>3. What barriers have students reported (costs, access, stigma, distance)?</b>	

## Section 2: Compliance with Colorado Law (HB24-1164)

Applicants must confirm that products will be free and will not be restricted or rationed.

Applicants must confirm that signage will meet legislative requirements.

Milestone Date	% of Bathrooms Stocked	Number of Bathrooms	Status (Planned/In Progress/Complete)

## Section 3: Product Distribution Plan

Please describe exactly how the menstrual products will reach students. Include the following information:

- Specific restrooms receiving products (female, gender-neutral), including clear information about signage
- Type of distribution (dispensers, baskets, location of backup supply (front office, nurse))
  - Number of dispensers to be installed
  - Who is responsible for stocking and refilling
  - Back-up plan if dispensers are empty or broken

### Section 4: Installation & Facilities Coordination

Schools/Districts will be awarded dispensers, and dispensers must be installed before June 30, 2026. Applicants receiving dispensers must provide an installation plan, detailing the following information:

<b>Confirmation facilities staff have been notified</b>	
<b>Installation method (district/school staff or vendor)</b>	
<b>Estimated installation date</b>	
<b>Contingency plan if installation is delayed</b>	

### Section 5: Program Oversight & Staffing

Please provide the following information:

<b>Program lead name and title (if different than the person listed above)</b>	
<b>Secondary Contact (Name, Title, Email)</b>	
<b>Who will be responsible for checking inventory?</b>	
<b>How often will inventory be checked?</b>	
<b>Please describe your plan to report any issues to Justice Necessary</b>	

## Section 6: Preventing Misuse & Ensuring Sustainability

Please describe your plan to prevent misuse by outlining strategies for identifying, preventing, and responding to the inappropriate use of products or dispensers. This plan should support the functionality, cleanliness, and accessibility of dispensers and may include student engagement programs through clubs or staff monitoring.

Anticipated challenges (overuse, vandalism, hoarding)	
Prevention strategies (Describe prevention strategies and how these strategies will be communicated to staff and students)	
Response plan if misuse occurs (Include which staff member will be responsible for responding to misuse and protocols for responding to misuse)	
How will staff address issues without punishment or removal of access? Confirm the following in your response: <ul style="list-style-type: none"> <li>• Products will never be withheld as discipline</li> <li>• Products will never be resold or taken home in bulk</li> </ul>	

## Section 7: Student & Community Communication

How will students be informed that products will be available in their school?	
How will signage be posted and maintained?	
How will families be informed?	
How will stigma be addressed?	
How will student leadership be involved?	

## Section 8: Data Collection & Reporting Commitment

Please confirm that you will complete the following:

- Attendance at the grant webinar
- Promotion of student and faculty surveys (survey participation affects future eligibility)
- Internal timeline for survey distribution (see below)

## Section 9: Implementation Timeline

Applicants must provide a timeline covering the following:

- Justice Necessary Menstrual Product Grant Product Usage Agreement submittal
- Webinar attendance
- Product pickup at PeriodPalooza
- Installation of dispensers
- Initial stocking of products
- Communication rollout
- Survey distribution

Task/Description of Activity	Person Responsible	Target Date	Status

## Section 10: Certification & Assurance

Applicants certify:

- The information in this Implementation Plan is accurate
- The Implementation Plan will be followed
- Changes will be reported to Justice Necessary
- Grant requirements and prohibited uses are understood

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_