

2007-2008 CDBG APPLICATION

Organization Name: Food Bank of Yolo County

Street Address: 1244 Fortna Avenue, Woodland, CA 95776

Mailing Address: 1244 Fortna Avenue, Woodland, CA 95776

E-mail Address: josem@foodbankyc.org

Phone Number: 530/668-0690

Fax Number: 530/668-8530

Contact: Jose Martinez, Executive Director Address: same Phone: 530/668-0690

(Be sure to list the **best contact** to get information to the organization as quickly as possible.)

Total Proposal Request: \$9,500.00

(Check one)

On-going Support New Project

CDBG Eligible Category: Public Service
(See List A)

National Objective Compliance/Low and Mod Benefit: Area Benefit
(See List B)

City Council Identified Critical Needs: (See List C)

Basic Human Needs, Hunger Prevention Services

PUBLIC SERVICE NON-PUBLIC SERVICE

Beneficiary Information:

6,500 Total number of beneficiaries in program

6,500 Number of beneficiaries in program to be served with **CDBG** funds

100% Percentage of the **CDBG** beneficiaries with low/moderate income

\$1.45 Cost (\$) per **CDBG** beneficiary (CDBG Request/CDBG Beneficiaries)

PROJECT NARRATIVE – FOOD BANK OF YOLO COUNTY – ENOUGH TO EAT PROGRAM

a. **Need** - On January 30, 2007, the Yolo County Homeless and Poverty Action Coalition surveyed the number of homeless individuals in Yolo County. Results will be made available the same time this application is due. The last countywide survey reveals 871 homeless in Yolo County, 148 of which were in Davis (Davis Enterprise 1/18/06). This does not include those at risk of homelessness.

Davis' diversity includes the community of need. In 2005, the California Budget Project (CBP) estimated that to cover the basic expenses (not including retirement savings), a California resident (single, with no children) needs to earn at least \$12.44 per hour; this doubles for a family of four (two adults, two children) with one adult working. In 2006, the median house price in Yolo County dropped to \$328,302; however, in Davis it did not drop, but remained between \$552,000 and \$589,000. This leaves homeownership beyond the reach of many low-income Davis residents, making them dependent upon the rental market. Low-income Davis residents, and others throughout the state, struggle with stagnant wages against increased costs of housing, gasoline, heating, and insurance/medical expenses. As costs escalate, the first place households cut back is the food budget, by eating less expensive (and less nutritional) foods, and by eating smaller or fewer meals.

b. **Benefit** - The Food Bank provides food to low income Davis residents through direct distribution and through a dozen Davis agencies, as well as countywide agencies Davis residents can access. Only the Food Bank has the facilities capable of handling over 2 million pounds annually, enabling us to leverage funds to purchase, receive, sort, store and distribute commodities at minimal costs. The majority of the commodities provided to nonprofit agencies through the Enough to Eat Program (ETE) are at no charge or at a nominal "shared maintenance" fee. Through the Food Bank's large group food purchases, individual client agencies can further stretch their budgets to provide more or better services to their current clientele, or expand their current services to more clientele. This is critical to the survival of agencies in an atmosphere of reduced government funding. Large group purchases are only possible through a collaboration of individual agencies with the Food Bank.

In economically depressed economic times, area food closets are more frequently utilized by very low income individuals or families at risk of homelessness. Recognizing this, the Food Bank sets aside certain higher nutritional commodities (i.e. peanut butter, tuna, macaroni & cheese) only for food closets. This provides higher nutritional items to agencies whose clients may otherwise exist on cheaper, less nutritional food in order to make ends meet. We survey agencies in an effort to ensure that food purchases better meet the needs of their clients, and have a meat (and other item specific) purchase program.

The Food Bank served the community of need in Davis in 2006 with 43,930 pounds of USDA commodities through the Emergency Food Assistance Program (EFAP) serving 2,629 households (not unduplicated), over 45,000 pounds of food to Davis agencies through the Enough to Eat Program serving over 6,600 individuals (not unduplicated), and 2,750 pounds of fresh produce to 2,500 low-income Davis families (not unduplicated) with preschool children. These figures are not inclusive of that distributed through Friday's Table (FT) (we do not track demographics) nor of assistance provided to the Davis Migrant Farmworker Camp through the above mentioned programs as well as the Rural Food Delivery Program (RFD).

c. **Other Resources and Collaboration** - The Food Bank by its very nature is a collaborative agency, providing 70 nonprofits in Yolo County with a variety of commodities at no or minimal costs. The ETE program was developed in the early 1990's at the request of many nonprofit social service agencies throughout Yolo County who found the high cost of food purchases to be consuming excessive amounts of their budgets. Our food purchase program enables all agencies, large and small, to participate and share equally in lower cost otherwise not achievable for their individual agency.

We receive funds from all levels of government, and benefit from a variety of private sector support: United

Way, private grant foundations, corporate sponsorship, local business, tribal, church, school and individual support. We are the beneficiary of local food drives and fundraisers and receive donated commodities from local stores, bakeries, food merchandisers, farmers markets, farms, packing houses and other forms of agribusiness. Nearly 250 volunteers provided the Food Bank with 6,000 hours of service last year. These volunteer hours translate into thousands of dollars in savings of personnel costs enabling us to dedicate more funds for food purchases of food typically not donated.

In the past, the Food Bank was able to provide Short Term Emergency Aid Committee (STEAC) with surplus warehouse storage for the proceeds from the Davis Postal Carrier Food Drive. STEAC volunteers used Food Bank facilities to sort and box the items, with the Food Bank palletizing and storing the boxes. As the success of the food drive varied from year to year, the ETE remained a safety net resource for STEAC.

The Food Bank continues to collaborate with the Yolo County Department of Health, the Families Commission, First 5, and the Get Ready Program, providing a countywide nutrition/health education program serving families with children birth to 5 years. We are in partnership with the Community Alliance with Family Farmers to improve nutritional awareness for schoolchildren in rural communities. We are also members of the Yolo County Homeless and Poverty Action Coalition and the California Association of Food Banks.

d. **Organizational Capacity** - List of the Board of Directors (Attachment A)

Established in 1971 as the Yolo County Coalition Against Hunger, the Food Bank of Yolo County has grown from a backyard gleaning operation in Davis to a 15,000-square-foot warehouse agency. The Food Bank is the only agency in Yolo County with the facilities capable of handling over 2 million pounds annually. ETE serves a combined 70 non-profit agencies and school programs, EFAP serves 22 sites, RFD serves 11 sites, and MM serves 15 sites throughout the county. Warehouses are equipped with one walk-in refrigerator, three walk-in freezers, a cleaning and sorting room, two forklifts, a van, a refrigerated van, a flatbed truck, and a pickup truck. An executive director, operations manager, 10 staff members (6 FTEs), 10 member board of directors, and nearly 250 volunteers work to make the Food Bank meet its mission.

SCOPE OF SERVICES

a. **Project Description** - CDBG funding from the City of Davis will be used as it has in the past to purchase food by the Food Bank and make those commodities (along with donated commodities) available to non-profit agencies in Davis that serve low-income clients. For 2007-08, it would be approximately 30,000 pounds of ETE commodities to 6,500 individuals (not unduplicated). Agencies acquire food weekly and there is no maximum limit on poundage. Funding is particularly critical in purchasing higher nutritional food items the Food Bank typically does not get donated (peanut butter, tuna, other high protein foods).

While the approximate pounds and individuals served are significantly lower than past grant proposals, it is part of our attempt to better distill data in terms of pounds and clients served in Davis. As Davis is the headquarters for a number of countywide agencies with sites in other communities (most notably, the Yolo County Care Continuum), past projections and data grouped all sites under the umbrella agency, not just their Davis site. In response to the City of Davis' request to better obtain data that pertained only to Davis low-income residents, the Food Bank has begun tracking by site as opposed to by umbrella organization (same being true for Community Housing Opportunities Commission).

b. **Target Group** – The Food Bank serves Davis agencies whose clients include the needy, frail, disabled, elderly, and youth (see Attachment C list of Partner Agencies). As discussed in the previous paragraph, the Food Bank is distilling figures for Davis based agencies to reflect those sites located in Davis. As a result, we anticipate serving approximately 6,500 Davis residents. This figure is not unduplicated; some of our agencies

have a transitory population (Davis Community Meals & Shelter, Short Term Aid Committee), while others have a more permanent resident population (Pine Tree Gardens – East and West, Summer House Davis). Due to the unusual indirect service nature of our role, we are dependent upon agencies reporting to us the number of clients served monthly. Not all agencies submit monthly reports timely, so the number of persons served may actually be higher (although not necessarily not unduplicated), as the figures are generated from data on hand.

In the discussion of figures and data, is worth noting that some of the Davis based agencies we serve are agencies not funded through the City of Davis CDBG funding, and other partner agencies are countywide agencies not headquartered in Davis, yet whose services are available to Davis residents.

c. **Outreach** - The Food Bank analyzes its programs to understand how better serve to the hungry and to let those in need know of our services. We emphasize healthy eating in our outreach and give priority to nutritional quality in our purchases.

Those wishing to help the Food Bank can assist with the EFAP distribution, in the warehouse, in the office, or on special projects. Physical or developmental limitations have not inhibited the Food Bank from accepting volunteer help. We enjoy a very good relationship with Community Employment Services as well as other partner agencies, such as Cache Creek Lodge or group homes, whose clients may benefit from volunteering at the Food Bank.

In terms of communication, the Food Bank faxes agencies a weekly inventory it has available for distribution. Likewise, the Food Bank surveys agencies to learn of their needs or where the agencies could use savings. If opportunities arise for group purchases, the Food Bank communicates and coordinates purchase with interested agencies. The EFAP distribution dates for Davis are noticed in the Davis Enterprise; a new Davis site was established in 2006 at the Owendale Communities, open during after work hours. MM communicates its distributions with schools as low-income students may have a pre-K sibling in their household.

Our mission keeps us in very regular contact with local government, social service agencies (government and non-government), non-profits agencies, churches, schools, food providers, farmers and other businesses. In 2005, we developed a website (www.foodbankyc.org) for people to look us up on the Internet and learn about our organization.

We appreciate your consideration of our application for continued funding.

PERFORMANCE SCHEDULE

(Prepare a Work Plan for implementation/completion of the services and activities identified in the Scope of Services)

Work Plan (Identify activities and completion dates)

List Activity

Completion Date

- 1) Provide food to agencies
- 2) Group purchases

- 1) Tuesday-Friday, 8:30 a.m. to 3:00 p.m., year round
- 2) As opportunities arise throughout the year

PERFORMANCE MEASUREMENTS

(List major activities, the direct product/service numbers for each activity and the direct outcome/benefit of the activity.)

ACTIVITY (What the program does to fulfill its mission)	INDICATOR (The direct products of program activities) Service #s	OUTCOME (Benefits that result from the program)
ETE - Provide food to agencies at no or minimal costs.	A dozen Davis agencies collectively receive 30,000 lbs of food or more, and, in turn, assist approximately 6,500 Davis residents (not unduplicated).	Agencies able to stretch budgets to fund other services or expand services, providing more food or services to clients or more clients with food & better services.
Group purchases at wholesale prices of large quantities.	As purchase opportunities arise, contact Davis agencies to see of interest in participating. Purchases will focus on higher nutritional foods sought by agencies but unable to get donated.	Foods available at very low cost otherwise typically not donated or too costly to purchase at retail, e.g. meats. Better balanced diets for low income households, less expense to households.

**CITY OF DAVIS
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

*BUDGET SUMMARY FOR PROPOSED PROJECT**

Budget Category	Proposed Project “CDBG Portion”	Other Sources	Total
A. Salaries and Wages	4,237	17,763	22,000
B. Fringe Benefits	509	954	1,463
C. Consultant/Contract Services			
TOTAL PERSONNEL BUDGET	4,746	18,717	23,463
D. Rent	1,694	8,424	10,118
E. Utilities	1,258	2,976	4,234
F. Maintenance	200	1,491	1,691
G. Printing/Duplication	170	80	250
H. Mileage	119	175	294
I. Insurance	337	1,344	1,681
J. Audit	—	594	594
K. Food purchases	976	6,032	7,008
TOTAL NON-PERSONNEL BUDGET	4,754	21,116	25,870
TOTAL PROJECT BUDGET	9,500	39,833	49,333

*** Please revise this form and annotate budget items as needed**

NEW REQUIREMENTS: All applicants are requested to submit a copy of their organizations Operating Budget.

ATTACHMENT A
FOOD BANK OF YOLO COUNTY
BOARD OF DIRECTORS

Norman Callaway, Vice-President
Woodland
Methodist Minister, Retired

Ann del Castillo
Woodland
Inventory Control Manager, Cache Creek Indian Casino

Don Hutchison
Woodland
Owner, wholesale foods

William L. Marble, Treasurer
Woodland
Dentist

Shelley Muller, Secretary
Woodland
Court Reporter

Mark Soeth
Davis
President & CEO, The Dentists Insurance Company

Cass Sylvia, President
Davis
Public Guardian, Yolo County

Ute Turner
Woodland
Vice-President of Business Development, First Northern Bank of Woodland

Erik Vink
Davis
Program Director, non-profit

**ATTACHMENT B
FOOD BANK OF YOLO COUNTY
OPERATING BUDGET FY 2006-07**

Revenue & Support

Donations	\$ 220,370.00
Food Sales	\$ 33,000.00
ETE Fees	\$ 50,000.00
Special Events	\$ 18,000.00
Government Grants	\$ 181,238.00
Other Grants	\$ 12,623.00
Corporate Gifts	\$ 10,000.00
Interest	\$ 1,500.00
Total Rev & Sup	<u>\$ 526,731.00</u>

Expenses

Personnel	\$ 304,555.00
SubContracts	\$ 17,035.00
Professional Fees	\$ 10,942.00
Supplies	\$ 5,500.00
Fundraising	\$ 48,526.00
Special Events	\$ 8,000.00
Utilities	\$ 19,663.00
Maintenance	\$ 17,725.00
Printing	\$ 1,000.00
Community Relations	\$ 3,685.00
Auto Expense	\$ 2,500.00
Food Purchases	\$ 39,000.00
Staff Development	\$ 1,000.00
Insurance	\$ 17,000.00
Rent	\$ 30,600.00
Contingency Reserves	
Total Expenses	<u>\$ 526,731.00</u>

ATTACHMENT C
FOOD BANK OF YOLO COUNTY
DAVIS PARTNER AGENCIES & DAVIS DISTRIBUTION SITES

Davis ETE Partner Agencies:

Communicare Health Center
Community Housing Opportunities Corporation
Davis Community Meals & Shelter
Davis Senior Center
Families First, Inc.
National Youth Sports Program
Pine Tree Gardens East/West
Progress Ranch Treatment Services for Children
Short Term Emergency Aid Committee
Summer House Davis
Yolo County Care Continuum – Davis RCC & Farmhouse Sites

Davis USDA Commodities Distribution Sites:

Davis Retirement Village
Davis Senior Center
Davisville Apartments
Davis Migrant Camp (April-September) (not within city boundaries)
Owendale Communities

Davis Moveable Market Site:

Davis Orchard Park