

CITY OF DAVIS
2006-2007 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Organization Name: Short Term Emergency Aid Committee

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

Total Proposal Request: \$ \$15,000

(Check one) On-going Support New Project

CDBG Eligible Category: Public Service
(See List A)

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

City Council Identified Critical Needs: (See List C)

- 1) Hunger Prevention Services
- 2) Homeless Prevention Services
- 3) Programs to Support Independent Living

PUBLIC SERVICE

NON-PUBLIC SERVICE

Beneficiary Information:

1,980 Total number of beneficiaries in program
1,500 Number of beneficiaries in program to be served with **CDBG** funds
100 Percentage of the **CDBG** beneficiaries with low/moderate income
\$8 Cost (\$) per **CDBG** beneficiary (CDBG Request/CDBG Beneficiaries)

PROJECT NARRATIVE

a. Need

There continues to be a need for providing free food to low-income Davis residents, including the 118 homeless individuals who live in Davis. According to the Yolo County Homeless Coalition’s 2005 survey of the homeless, “services such as hot meal programs, food closets ... were commonly used” by the homeless. Despite that, the report adds “almost half the respondents said they had gone at least one day without food in the last month. The average length of time that a homeless individual had gone without food was five days but some reported having gone up to 20 days without food.” (See Attachment A for a copy of the homeless survey and newspaper article about the subject).

Each year, the demand for food from the STEAC closet increases as indicated in this table:

Food Closet Service	FY 2002-03	FY 2004-05	FY 2005-06*	FY 2006-07**
Persons served, (unduplicated)	1,605	1,683	1,767	1,980
Families served, (unduplicated)	522	572	600	650
Homeless	125	100	75	75
Total Meals (unduplicated clients)	24,075	25,245	26,507	29,700***
Total Person served (duplicated)	3,467	3,915	3,794	4,174
Total Meals (duplicated clients)	52,005	58,725	556,910	62,610***

* Projected based on service data from July 1, 2005 to Feb. 1, 2006.

** Projected service based on a 10 percent increase in demand.

*** STEAC provides each client with enough food for 15 meals.

STEAC expects the need for the service to increase as it has for the past three years. As the table indicates, STEAC’s food closet expects to serve 10 percent more clients, an increase of 213 more individuals and 50 more families in FY 2006-07, compared to the current year. In addition, STEAC expects the trend of serving larger families to continue. The need is also reflected by the increasing demand for food at the annual STEAC holiday program: 2002, 347 families served; 2003, 370 served; 2004, 450 served; and 2005, 407 served (the demand dropped in 2005, because of reduction in marketing to potential recipients).

Food donations as part STEAC’s five community drives has been decreased by approximately 75 percent. The largest drop was seen in the annual holiday food drive, which netted only half the amount of food in previous years. Similarly, donations from the annual U.S. Post Office drive also dropped. Part of the reason for decline in donations is that the number of groups conducting food drives has increased significantly. As example, in the month leading up to the 2005 holiday season, food drives were sponsored by STEAC, service club groups, two UCD fraternal organizations and a national food charity.

The food closet service directly or indirectly meets three of the city’s critical needs: hunger, homelessness prevention and programs to support independent living. The food closet fills critical needs of those who are hungry, including a number of homeless visiting the closet. After receiving free food, families have more money to pay for rent and utilities, which are critical to their remaining in their homes. Finally, the grant allows STEAC to purchase food, which allows the organization to allocate more funding to providing assistance for educational, first month’s rent, furniture and other assistance that allows low-income residents to become independent.

b. Benefit

Low-income persons will benefit by receiving food for nutritious meals. The closet helps prevent hunger by providing low-income Davis residents with enough food for three meals a day for five days. With CDBG funding, STEAC will provide meals to 1,980 unduplicated individuals, which means the funds will provide enough food for 29,700 meals.

c. Other Resources and Collaboration

Five major food drives collect over 75,000 pounds of non-perishable items per year or about 75 percent of the total food distributed from the closet. These include participation by postal service employees, Realtors, boy and girl scouts, service clubs, civic organizations, churches, schools, fraternities and sororities and many individuals. Each year thousands of Davis residents participate in food drives. STEAC regularly purchases food from the Food Bank of Yolo County, which also provides free storage space in its Woodland facility. Some 51 regular volunteers work in the STEAC food closet, which is located on city-owned land at 508 D St. in Davis. STEAC is an active member of the Homeless Coalition of Yolo County. Hundreds donate food as part of the annual STEAC Holiday Adopt-A-Family Program. Waste Management has donated a truck for closet work and provides free commercial garbage service.

The 2006-07 food closet budget is expected to be \$28,650. In addition to CDBG, grant support for the food closet is received from the Davis Food Coop and Fox 40 Television Station. Charitable donations raised from STEAC's 3,000 donors will pay for all administrative and other costs not covered by the CDBG grant.

d. Organizational Capacity

STEAC is a California nonprofit corporation that was founded in 1967 and has earned tax-exempt status under Section 501(c)(3) of the IRS Code.

STEAC provides assistance in the form of material aid in the form of food, clothing, furniture and financial help for rent, utilities and miscellaneous expenses to Yolo County families and individuals with incomes at or below the poverty level (See Attachment B for STEAC's 2004-05 Annual Report). In FY 2005-06, STEAC expects to received \$92,110 from various government agencies. STEAC employs three paid part-time staff members and contracts for services for database management and an annual audit.

SCOPE OF SERVICES

a. Project Description

Funding from CDBG will be used to purchase food to augment donations for the STEAC food closet.

STEAC takes pride in providing nutritious food to low-income Davis residents throughout the year. Unfortunately, the food received from STEAC's five major food drives is not of sufficient quality to provide for nutritious meals, and not enough food is received to meet the demand from the closet. With CDBG funds, STEAC is able to purchase food necessary to providing a balanced diet. Food purchases include such items as canned fruit, vegetables, tomato sauce, meals in a can, rice, pastas, dry grains and other staples. In addition, the STEAC volunteers purchase meat, bread, eggs, margarine and other perishables that are stored in refrigerators and freezers. STEAC purchases food from the Food Bank of Yolo County and is provided limited food from the U.S. Department of Agriculture. Other items are purchased in bulk from commercial grocery stores.

In addition to serving a greater number of clients in FY 2006-07, STEAC will seek to improve the nutritional value of the food provided through its closet.

b. Target Group

The target group for this work consists of Davis residents with incomes at or below the federal poverty level. Emphasis is placed on serving families and the homeless. STEAC will provide food for 1,980 individuals (unduplicated) and 650 families (unduplicated). An estimated 75 homeless (unduplicated) will be served. While STEAC rules allow only one visit to the food closet per month, many take advantage of the service on a regular basis. During fiscal year 2004-05, 3,915 individuals used the STEAC food closet. During that same period, the closet served 1,359 families.

c. Outreach

Outreach to inform those in the community of the food closet service is performed in these ways.

For outreach to clients, the STEAC services access line number is listed in the telephone book and in directories of social service agencies and organizations in the area. Information about the food closet, printed in English and Spanish, is distributed to agencies, such as the Food Bank of Yolo County, Davis Resource Center, Yolo County Department of Social Services, Migrant Education, libraries, in Davis schools and via many other nonprofit social service groups. Prospective clients are also made aware of the food closet services at the holiday program. STEAC Food closet information is included on the web site <http://www.dcn.davis.ca.us/~steac>. STEAC sends information mailings to churches, community groups and public agencies. STEAC volunteers regularly host retreats to inform staffs at public and nonprofit agencies about services.

For outreach for food drives, STEAC volunteers regularly reach to those who have sponsored food drives in the past. In addition, information for those wanting to sponsor a food drive is available on the STEAC web page, in regular newspaper articles and in brochures that are regularly mailed to civic groups, nonprofits, churches and to individuals. In 2005-06, STEAC will begin coordinating the food drives in Davis via a calendar that is made available via a web page on the Internet. STEAC staff and volunteers is also starting a “Friends of the STEAC Food Closet” groups whose members will be encourage to help purchase food for distribution.

PERFORMANCE SCHEDULE

Work Plan (Identify activities and completion dates)

List Activity

Completion Date

Work Plan (Identify activities and completion dates)

List Activity

Completion Date

Food is purchased on an as-needed basis

6-30-07

Food is distributed daily

6-30-07

Five community food drives

6-30-07

PERFORMANCE MEASUREMENTS

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)
Purchase food to augment donations from community drives	Quantity and type of food purchased	Low-income Davis residents benefit by gaining access to food from the closet.
Distribute food to low-income residents of Davis	Number of individuals and families served	Individuals and families are not hungry, which means they can live productive lives and be able to pay rent and utilities.
Provide nutritious food	Number of nutritious items purchased	Health is improved by eating nutritious food.

**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	0	1,700	1,700
B. Fringe Benefit	0	300	300
C. Consultant/Contract Services	0	0	0
<i>TOTAL PERSONNEL BUDGET</i>	0	2,000	2,000
D. Office Rent	0	0	0
E. Utilities	0	150	150
F. Telephone	0	250	250
G. Office Supplies	0	1,000	1,000
H. Equipment	0	250	250
I. Printing/Duplication	0	0	0
J. Travel/Conferences	0	0	0
K. Other (Specify)	15,000	10,000	25,000
L. Food Purchases	15,000	10,000	25,000
<i>TOTAL NON-PERSONNEL BUDGET</i>	15,000	11,650	26,650
TOTAL PROJECT BUDGET	15,000	13650	28,650

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

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

