

CITY OF DAVIS
2006-2007 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Organization Name: People Resources, Inc/Elderly Nutrition Program

Street Address: 40. N. East St., Suite C
Mailing Address: same
E-mail Address: cbrock@mgci.com
Phone Number: (530) 662-7035
Fax Number: (530) 662-7097

Contact: Colleen Brock Address: same as above Phone: same
(Be sure to list the **best contact** to get information to the organization as quickly as possible.)

Total Proposal Request: \$ 13,000

(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) Basic Human Needs
- 2) Programs to Support Independent Living
- 3) Hunger Prevention Services

PUBLIC SERVICE

NON-PUBLIC SERVICE

Beneficiary Information:

| | |
|--------------------------------|--|
| <u>120</u> | Total number of beneficiaries in program |
| <u>52</u> | Number of beneficiaries in program to be served with CDBG funds |
| <u>100%</u> | Percentage of the CDBG beneficiaries with low/moderate income |
| <u>\$2.00/meal or \$252/yr</u> | Cost per CDBG beneficiary (CDBG Request/CDBG Beneficiaries) |

PROJECT NARRATIVE

a. Need

Today people are living longer than at any other time in history. At the same time, persons of all ages are living with chronic conditions for much longer periods of time. According to the Institute of Aging and Health, "the average 75 year old has three chronic conditions and uses five prescription drugs". Senior services will be crucial as Yolo County's older population more than doubles by the year 2020. According to the California Department on Aging projections, the population of those older than 65 is expected to increase by up to 100% and those older than 85 is expected to increase by up to 200% within the next 20 years. If this proves accurate, our community could outpace the national trends and other California Counties and find itself in a serious situation. Yolo County Commissioners state that Yolo County would need to develop a plan to deal with the growing population of seniors without the means to care for themselves, financially or otherwise.

According to a recent article from the National Council on Aging, "In home care and support services will become the wave of the future, as baby boomers choose to stay home and age in place".

In addition to the increased number of senior citizens in our community, Elderly Nutrition Program is witnessing an increase in the number of older seniors who are exhibiting patterns of poor nutritional intake, which can lead to higher increases of illnesses, recuperation periods, health and dental problems, dehydration and ultimately high levels of malnutrition. According to the Nutrition Screening Initiative in 1992, one in four elderly in a community are malnourished and many more are too poor to buy food or too frail to prepare it. According to the U.S. Senate Committee on Education and Labor, 85% of older Americans have chronic diseases that could be helped by nutritional interventions.

We are continuously seeing older, frail, ill, seniors living alone with no family support or outside assistance to help with the purchase of food and meal preparation. Many of the seniors who receive home delivered meals through our program, are recently discharged from the hospital and are completely bedridden. Many that we serve only eat one meal a day-the one we serve them. These older people are most at-risk and need our protection, support and care to stay as healthy as possible while they live out their lives with dignity. In many cases, the Home Delivered Meals (HDM) Program is the sole support system that allows a senior to remain living independently in their own home. That is why the services of HDM meals are needed in Davis. Our program addresses an urgent community need to low income people, while providing ongoing services to meet a basic human need-food. Without these meals, many homebound seniors could become isolated and fall into a pattern of living which could cause malnutrition and further physical and mental deterioration, leading to premature hospitalization, nursing home care or death. Past CDBG funding has helped to feed the growing number of Davis seniors requesting meals, which in turn helps them to remain safe in their own homes and curb the daily threat of malnutrition and hunger, which is compounded by low income.

With recent changes to Medicare Part D, many seniors have had to pay for their expensive medications and have nothing left for bills, heating/air conditioning or food. Why should older people, who have worked hard all their lives, have to choose between food and needed medications?

b. Benefit

Our program responds to the National CDBG objectives of benefiting low and moderate income persons and it meets an urgent community need. The program responds to a critical need by providing meals (a basic human need) to low income, elderly, Davis residents thereby preventing institutionalization, hunger and malnutrition.

We are a program that supports and enhances independent living by providing each homebound person with a nutritionally balanced, hot, lunchtime meal that is prepared fresh daily

and served directly to their homes.

We are also a program that provides hunger prevention services. The elderly are a proud, quiet suffering people. They must choose, with their limited incomes, whether it is important to have money to purchase their medicines, pay their heating and air conditioning bill or buy food. Many forgo the food and heat. We at least can help them with less worries about food. With these personally delivered meals, many homebound seniors remain less isolated, less malnourished and families have a means for their loved one to be checked on daily. We are a safety net system that assists them to stay in their familiar surroundings, for a longer period of time and at less cost to society.

c. Other Resources and Collaboration

Our current agency budget of \$903,910 in expenses and \$865,667 in revenues, ending on June 30, 2006, is as follows: Government Funding-36%, Meal Donations-16%, Private/Corporate Donations-4% Catering Income-3%, Events (See below)-9% and In-Kind (donated space & personnel)-32%. We started with a \$38,243 budget deficit in July, 2005, which included a \$7,200 loss from USDA revenue and a \$4,000 loss from Block Grants in Woodland and Davis and a \$7,500 projected loss in private donations, all due to the bad economy and limited government resources.

Since July, we have actively been writing grants to foundations, businesses, and individuals. We have actively worked on our added, newer fundraising event (Holiday Home Tour) and did lots of Public Speaking to share our plight and raise money. We have only been successful in raising part (\$13,000) of our deficit to date. We are slated to receive approximately \$15,000 in March through a Soroptimist of Davis fundraising event. Our 2006/2007 budget could be even dire. Not only will we still have to cover the USDA revenue loss again (\$7,200), we are slated to lose approximately \$11,250 or 5% from the Federal Budget shifts. That means cutting over \$18,000 (at a minimum), in expenses or raising that much in new dollars. This loss equals the cutback of over 2,500 meals agencywide.

We work cooperatively with Friends of Meals on Wheels who sponsor 3 fundraiser events a year-The Miles for Meals Walkathon, The Holiday Home Tour & the Epicurean Esprit, a food & wine tasting event. Proceeds from these events are used to purchase food, pay kitchen staff salaries and related kitchen equipment.

All meals are delivered exclusively by volunteers through devoted individuals from the Davis community & by local service clubs such as Rotary and Kiwanis Clubs (77 volunteers in all--375 agencywide). We collaborate daily with other organizations: the County (In Home Supportive Services), Yolo County Adult Protective Services, Home Health, Davis/Woodland/West Sacramento Senior Center, Yolo Hospice, Citizens Who Care, Yolo Adult Day Health Center, and many more. These programs complement each other because we all provide a continuum of care, with unique and different services, that meet the varied needs of seniors.

Specific Davis services are as follows: Davis Senior Center provides over-the-phone & in person Information and Assistance to seniors. Citizens Who Care provides in-home weekday respite and out-of-home weekend respite for caregivers of frail seniors. We provide in-home weekday meal delivery to homebound seniors. Adult Day Health Center provides out-of-home weekday daycare for seniors with Alzheimer's Disease or dementia. Our services are not duplicative of other projects. In past years, the senior services programs have met to cross reference client lists and to discuss programmatic issues and trends. Although we see each other regularly, we did not meet this year, because over the many years there have been very few in common on our list and our services are so different. This though, validates the "continuum of care" theory- that a senior may require the need for some of our services at the same time or at different stages in their lives. But these services are uniquely different and vitally important, in order to assist that individual to remain in their home.

The only food program that we have a direct relationship with is the Yolo County Food Bank. We are able to purchase available food and supply items at a significantly reduced rate, on a weekly basis, as they have items that we need. Unfortunately we are not often able to take full advantage of what they have in stock due to it not being on our pre-approved menu or there isn't enough of any one item to accommodate our need. Our menus are planned by a Dietitian 3 months in advance and must meet recommended daily allowances for vitamins and minerals. In addition, agencywide, we serve 325 meals per day so we have to have enough of the same items to serve to all. Two years ago, we went into a group purchase of turkey, at a discounted rate, which we served for months. In the last 7 months, we have paid the Food Bank \$135 for such items as: cocktail sauce, condensed milk, juice, shortening, seasoning salt, peanut butter, bread, ketchup napkins, cookie mix, fresh produce, applesauce and snack bars. We are able to use Food Bank items to supplement our food costs but this is not even 1% of our raw food expenses.

d. Organizational Capacity

We have operated under the auspices of People Resources, Inc., a private non-profit California corporation, which has been in existence since 1975. Since then, we have served an increasing number of meals to seniors throughout Yolo County. These services are primarily funded through the Older Americans Act (OAA) administered through Area 4 Agency on Aging (A4AA). The state and federal funds received through A4AA for the Home Delivered Meal program support a scope of 34,339 meals annually. However, we have historically far exceeded the number of meals served relative to A4AA funds. In the 2004/2005 fiscal year, we anticipate serving more than 16,000 additional HDM meals above the current A4AA funded scope.

Our accounting/administrative systems are audited annually by an outside, independent accounting firm & reported to A4AA and other funding sources as required. This is a state and federal requirement that must be complied with, in order to receive ongoing funding.

Our program fills a unique niche for our participants because no other program in Davis serves hot meals to homebound seniors. As of December, 2005, we have exceeded our goal by serving 13 seniors and 138 meals above the Scope of Service from the Davis CDBG 2005/06 Grant. In addition, 802 other meals were served to Davis low income seniors that were not able to be funded by Davis CDBG.

SCOPE OF SERVICES

a. Project Description (Activity Summary: Describe the activities of the proposed budget)

Elderly Nutrition provides a hot, nutritious noontime meal to senior citizens, age 60 and older each weekday, through two primary programs-Congregate Program and Home Delivered Meals "Meals on Wheels" Program. Meals are served throughout Yolo County in the communities of Woodland, Winters, Davis, West Sacramento, Knights Landing, and Esparto.

Meals are planned by a Registered Dietitian to meet at least 1/3 of the recommended adult dietary allowances. Meals are prepared fresh daily in a central kitchen in Woodland, and are then delivered in quantity to congregate sites or packaged for the homebound. The Congregate Program operates within senior centers and community centers throughout the County. We provide a hot meal to seniors that are more active and can get to the site to eat. In addition to the meal, seniors get a chance to get out of their homes and socialize with friends and attend functions/activities at the centers.

The Home Delivered Meal Program provides an opportunity for "shut ins" or homebound seniors to receive a hot, home delivered meal on a temporary or long term basis, for those seniors who cannot prepare meals for themselves and do not have family or friends to provide assistance. Services also include frozen meals for ten legal holidays per year. In addition to meal delivery, we provide important daily social contact, a safety net system for families and resource/referral services as needed.

In FY 05/06, the total projected number of meals to be served to seniors, through the 2 programs, via the Davis Senior Center is 22,071. This includes 7,666 congregate meals and 14,405 home delivered meals. We are serving an average of 55 HDM meals/day. Of the seniors served, 77% are over 80 years old.

\$13,000 in CDBG funds is being requested to provide 6,500 hot, nutritious, home delivered meals, to 52 unduplicated very low or low/moderate income elderly "shut ins" in the City of Davis. 100% of the seniors served through CDBG funds meet the income requirements and only those expenditures will be billed for.

Though our average cost per meal is currently \$7.30, we are requesting funding to cover a portion of the meal production costs related to direct service (none are homeless) to seniors. At a reimbursement rate of \$2.00, CDBG funds will pay for raw food and food service supplies. There are no other organizations providing home delivered meals to seniors in Yolo County, so the cost per beneficiary cannot be compared. Elderly Nutrition can provide two years worth of lunches to a senior for the same cost as one day in the hospital or a nursing home.

Because each senior utilizes the program for differing lengths of time, the total cost per beneficiary will fluctuate, depending on the specific length of time for that particular individual. Therefore, based on the average program use of six months, the average cost per beneficiary is \$920 (\$7.30/meal x 6 months or 126 days) in any one fiscal year. Within the CDBG funded portion of the HDM Program, the average cost per beneficiary per day is \$2.00 and per year is \$252 (\$2.00/meal x 6 months or 126 days).

Of the total program clients we serve, 30% live in Davis, whereas our request of \$13,000 is only 3%

of our total Home Delivered Meal Program budget. Since last year, the demand for meals has increased in

Davis by 11% or 2,247 meals. This increase reflects a trend that will only worsen as time goes on.

Continued CDBG funding is needed to support the demand for meals from low income seniors and the costs to serve those meals.

b. Target Group

Our targeted population is 52 very low and moderately low income, isolated seniors in the City of Davis.

c. Outreach

A monthly menu and program information is published in the following local newspapers throughout Yolo County and in newsletters from the various senior centers where the nutrition program is available: Davis Enterprise, Winters Express, Woodland Daily Democrat, West Sacramento Press and News Ledger, and the Davis, Woodland and West Sacramento Senior Center Newsletters. Other program information is distributed to local churches, hospitals, at health fairs and to social service agencies. We also have a website for information-

www.elderlynutrition.org and send out a newsletter, twice a year.

We do not currently have funding to perform extensive “outreach” and are already at 113% of our expected annual goals for Davis service. Most people are very familiar with the “Meals on Wheels” program and call us to refer a senior. There are very few “isolated seniors” that don’t have contact with anyone. Many have family, friends or neighbors, doctors or dentists or social workers that will call regarding a senior and have us check with that senior for services. There are quite a few seniors who are referred to us but refuse our services because they think that they don’t need help. Legally we can’t do anything about that but then we may refer them to Social Services to be checked on for safety issues. Our goal is always to serve all seniors who are in need.

PERFORMANCE SCHEDULE

Work Plan (Identify activities and completion dates)

List Activity

Completion Date

Home Delivered Meals served weekdays continually through June 30, 2006
(Monthly totals will vary)

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) |
|---|---|--|
| Provide nutritious HDM meals to homebound seniors in Davis | Deliver 6,500 meals to 52 homebound seniors in Davis | Improved access to nutritional well balanced meals for low income seniors in Davis |
| Provide nutrition education to homebound seniors in Davis | Give written education material on nutritional eating at least monthly | Increase knowledge of healthy eating practices |

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**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 (Includes In-Kind) | | 231,192 | 231,192 |
| B. Fringe Benefits | | 30,935 | 30,935 |
| C. Consultant/Contract Services | | | |
| <i>TOTAL PERSONNEL BUDGET</i> | | \$262,127 | \$262,127 |
| D. Office Rent (Includes In-Kind) | | 91,868 | 91,868 |
| E. Utilities | | 7,982 | 7,982 |
| F. Telephone | | 1,947 | 1,947 |
| G. Office Supplies | | 6,355 | 6,355 |
| H. Equipment | | 14,680 | 14,680 |
| I. Printing/Duplication | | 2,885 | 2,885 |
| J. Travel/Conferences | | 1,374 | 1,374 |
| Raw Food (\$1.80/meal) | 11,700 | 76,427 | 88,127 |
| K. Other (Specify)** | | 12,522 | 12,522 |
| Food Service Supplies (.20c/meal) | 1,300 | 10,396 | 11,696 |
| <i>TOTAL NON-PERSONNEL BUDGET</i> | \$13,000 | \$226,436 | \$239,436 |
| TOTAL PROJECT BUDGET | \$13,000 | \$488,563 | \$501,563 |

***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.

**Membership, Insurance, Tax & Licenses, Volunteer Expense, Advertising. This budget

based on 2005/06 Home Delivered Meals Program Budget.

**People Resources, Inc./Elderly Nutrition Program
40 North East Street #C
Woodland, CA 95776
(530) 662-7035**

FY 2005-2006 BOARD OF DIRECTORS

| <u>EXPIRES</u> | <u>INITIAL DATE</u> | <u>TERM</u> |
|--|---------------------|-------------|
| Gil Robles, Chairperson Woodland, CA 95695 | 10/03 | 10/07 |
| Jolaine Beers, Vice Chairperson West Sacramento, CA 95691 | 2/97 | 2/09 |
| Twyla Thompson, Treasurer Yolo, CA 95697 | 2/85 | 2/07 |
| William Scott Woodland, CA 95695 | 12/78 | 6/06 |
| Ann Miguel-Joule Woodland, CA 95695 | 2/98 | 2/06 |
| Kim Andrup Davis, CA 95616 | 10/03 | 10/07 |
| Cate Loewen Woodland, CA 95695 | 2/04 | 2/08 |
| Noreen Ott Woodland, CA 95695 nott@afes.com | 2/05 | 2/09 |
| Valerie Williams West Sacramento, Ca. 95691 | 7/05 | 7/09 |

STAFF
Colleen Brock, Executive Director

| 2005-06 Budget | Total ENP 2004-05 Revised | Total ENP 2005-06 | Difference | Elderly Nutrition Program |
|--|--|------------------------------|-------------------|--|
| Revenues | | | | |
| Area 4 Agency on Aging | 224,971 | 224,971 | - | |
| Area 4 Agency on Aging - OTO | 7,443 | - | (7,443) | |
| Participant Donations | 131,800 | 133,154 | 1,354 | |
| USDA Reimbursement | 49,780 | 42,533 | (7,247) | |
| In-Kind Facilities (Senior Center Sites) | 127,751 | 127,751 | - | |
| In-Kind Equipment | - | - | - | |
| In-Kind Personnel (EV's) | 150,746 | 150,746 | - | |
| Fundraising Revenue | - | - | - | |
| CSBG Grant-Yolo County | 18,500 | 18,500 | - | |
| CDBG Grant-City of Davis | 15,000 | 12,167 | (2,833) | |
| CDBG Grant-City of Woodland | 16,000 | 15,000 | (1,000) | |
| Gain on Sale of Property/Equipment | 1,000 | - | (1,000) | |
| Catering Income - Woodland Child Dev | 20,079 | 21,400 | 1,321 | |
| Misc. Catering | 8,000 | 8,000 | - | |
| Friends of Meals on Wheels | 95,932 | 73,800 | (22,132) | |
| Private Donations | 36,000 | 28,681 | (7,319) | |
| Corporate Donations | 5,000 | | (5,000) | |
| Transfers from Catering | - | - | - | |
| Guest Meal Donations | 951 | 1,476 | 525 | |
| EV Meal Donations | 6,000 | 6,000 | - | |
| Staff Meal Donations | 1,368 | 1,368 | - | |
| Interest Income | 292 | 120 | (172) | |
| Total Revenues | 916,613 | 865,667 | (50,946) | |
| | - | | | |
| Excess of Revenue over Expenses | - | (38,243) | (38,243) | |
| | - | | | |

| | | | | |
|---|---------|---------|----------|---|
| Expenses | | | | |
| | | - | | |
| Paid Personnel | 284,164 | 274,689 | (9,475) | |
| In-Kind Personnel | 150,746 | 150,746 | | - |
| Payroll Taxes | 20,582 | 20,033 | (549) | |
| Employee Benefits (incl WC & JAT) | 46,787 | 51,113 | 4,326 | |
| Staff Travel | 1,535 | 1,535 | | - |
| Staff Training | 400 | 400 | | - |
| Expendable Equipment | 950 | 950 | | - |
| Non-Expendable Equipment | 8,272 | - | (8,272) | |
| Raw Food | 145,387 | 148,345 | 2,958 | |
| Occupancy | 27,516 | 27,516 | | - |
| In-Kind Occupancy (Senior Center Sites) | 127,751 | 127,751 | | - |
| Telephone | 2,820 | 3,155 | 335 | |
| Utilities | 13,315 | 13,315 | | - |
| Food Service Supplies | 17,044 | 18,201 | 1,157 | |
| Office Expense | 5,330 | 4,476 | (854) | |
| Postage | 2,832 | 2,445 | (387) | |
| Other Supplies | 2,807 | 3,599 | 792 | |
| Printing | 4,000 | 4,500 | 500 | |
| | | - | - | - |
| Repair/Maintenance-Space | 7,500 | 6,500 | (1,000) | |
| Repair/Maintenance-Vehicles | 2,000 | 2,713 | 713 | |
| Repair/Maintenance-Other | 400 | 400 | | - |
| Vehicle Operations | 7,000 | 7,000 | | - |
| Memberships/Subscriptions | 1,584 | 1,584 | | - |
| Outside Services | 6,000 | 5,800 | (200) | |
| Consultant | | - | - | - |
| Accounting and Audit | 18,215 | 5,850 | (12,365) | |
| Volunteer Expense | 2,500 | 1,500 | (1,000) | |
| Insurance | 15,750 | 14,750 | (1,000) | |
| | | | | - |

| | | | |
|---|----------------|-----------------|-----------------|
| Taxes and Licenses | 1,145 | 1,145 | |
| Advertising | 775 | 775 | - |
| Misc. Expense | 924 | 924 | - |
| Non-A4 Eq/Vehicle Depreciation Exp | 3,324 | 2,200 | (1,124) |
| Total Expenses | 929,355 | 903,910 | (25,445) |
| Transfer Exp (C3/C4 Net to C1/C2 Income) | - | - | - |
| | 929,355 | 903,910 | (25,445) |
| C3/C4 Remaining Net Income | - | (38,243) | (38,243) |
| | 929,355 | 865,667 | (63,688) |