

CITY OF DAVIS
2007-2008 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Organization Name: Short Term Emergency Aid Committee

Street Address: 1900 E. 8th, Davis, CA. 95616
Mailing Address: P.O. Box 1047, Davis, CA. 95617
E-mail Address: steac@steac.org
Phone Number: 530-758-8435
Fax Number: 530-758-8521

Contact: Katy Zane Address: Box 1047, Davis, CA. 95617 Phone: 530-758-8435
(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:

2,701 Total number of beneficiaries in program
2,383 Number of beneficiaries in program to be served with **CDBG** funds
100 Percentage of the **CDBG** beneficiaries with low/moderate income
\$6.29 Cost (\$) per **CDBG** beneficiary (CDBG Request/CDBG Beneficiaries)

PROJECT NARRATIVE

a. Need

With the weakened economy and high unemployment rate, there is a growing need to provide free food to low-income Davis residents, including the 86 homeless individuals who live in Davis. While this homeless count for Davis is down 17% compared to the 2005 count taken by the Yolo County Homeless & Poverty Action Coalition’s survey, demand for STEAC’s services have spiked in the last six months, undoubtedly due to the downturn in the economy. The number of families served through our food closet since July 2007, is more than 20 % greater than the number of families served during the same time period in 2006. This trend also holds true for many of STEAC’s other services, an indication that the economy and unemployment rate may be having a significant impact, affecting families previously living independent of public services. A recent article in the Sacramento Bee states, “As a weak economy sends growing numbers of new faces to local food pantries, those same organizations are reporting reduced levels of everything from canned meat to powdered milk.” STEAC has also experienced a reduction in food donations. For example, last November the Postal/Realtor food drive, typically STEAC’s largest annual drive, only generated 50% of what it has in past years. Similarly, the Scouting for Food Drive only brought in 9,000 pounds of food, down 40% from 2004.

While demand has fluctuated over the past couple years, overall it has increased on average more than 15% annually when comparing 2007-08 projected figures to 2004-05 (see table). In 2006-07, 45% of people served were children, and 20% of the families served were female headed households surviving on one income, or less.

| Food Closet Service | FY 04-05 | FY 05-06 | FY 06-07 | FY 07-08* | FY 08-09** |
|----------------------------------|-----------------|-----------------|-----------------|------------------|-------------------|
| Persons served, (unduplicated) | 1,683 | 2,683 | 1,879 | 2,572 | 2,701 |
| Families served, (unduplicated) | 572 | 909 | 619 | 874 | 918 |
| Homeless | 100 | 162 | 96 | 120 | 126 |
| Total Meals (unduplicated) | 25,245 | 40,245 | 28,185 | 38,580*** | 40,509*** |
| Total Person served (duplicated) | 3,915 | 3,474 | 3,599 | 4,088 | 4,292 |
| Total Meals (duplicated) | 58,725 | 52,110 | 52,110 | 61,320*** | 64,386*** |

* Projected based on service data from July 1, 2007 to December 31, 2007.

** Projected service based on expected 5% increase in demand.

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

Given the current economic situation, STEAC expects the need for service to increase as it has on average the past three or four years. As the table above indicates, STEAC’s food closet expects to serve 5% more clients, an increase of 129 more individuals and 44 more families in FY 2008-09, compared to the current fiscal year.

The food closet service directly or indirectly meets three of the city’s critical needs: hunger, homeless 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. Additionally, STEAC’s other programs such as rental assistance, utility assistance, education assistance and Suit Up for Success (provides interview clothes) complement STEAC’s food closet service, providing additional support for struggling families.

The CDBG-Davis grant allows STEAC to purchase food, which allows the organization to allocate more funding to provide assistance for the other programs mentioned above – Suit Up for Success, educational assistance, first month’s rent, eviction prevention, and utility assistance - thus allowing low-income residents to become independent and self-sufficient.

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 food to 2,701 unduplicated individuals, enough food for 40,509 meals.

c. Other Resources and Collaboration

While donations are down recently, seven food drives generally collect over 75,000 pounds of non-perishable items per year or about 75 percent of the total food distributed from the closet. These drives include participation by postal service employees, Davis 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 at discounted prices. Over 50 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 Poverty & Action Coalition of Yolo County. Hundreds donate food as part of the annual STEAC Holiday Adopt-A-Family Program, and the local schools donate several thousand pounds of food during the holidays. Davis Waste Management has donated a truck for closet work, provides transportation assistance for food drives, and donates free commercial garbage service.

STEAC has been very fortunate to have free storage space at the Yolo County Food Bank for the past several years. However, due to the food bank's growing space needs, last year they were no longer able to provide free storage space for STEAC. Consequently, STEAC now rents storage space for \$7,800 annually, an increase of over 30% in the annual food closet budget expenses.

The 2008-09 food closet budget is expected to be \$30,091. In addition to CDBG, grant support for the food closet is received from the Davis Food Coop and St. Martin's Episcopal Church. Charitable donations raised from STEAC's 2,800 donors will pay for all administrative and other costs not covered by the CDBG grant and private grants.

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 by distributing food and clothing. Financial aid is provided for rent, utilities, interview outfits, educational assistance and miscellaneous expenses to Yolo County families and individuals with incomes at or below the poverty level (See Attachment A for STEAC's 2006-07 Annual Report). In FY 2007-08, STEAC expects to receive \$56,000 from various government agencies. STEAC employs two paid part-time staff members and contracts for services for database management, annual audit and public relations.

STEAC was fortunate to receive a grant last year from PASCO Scientific to purchase a commercial size refrigerator, desperately needed to store the fruits and vegetables collected from the Farmer's Market, a new addition to the services offered by the food closet. This year, STEAC expects to receive an additional grant from PASCO to replace the 22-year old manual defrost freezer with a larger automatic defrost energy efficient unit, allowing STEAC to store more food and save on energy costs.

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 seven 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 provide 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 response to a September 2006 assessment by the UC Davis Nutrition Department, STEAC incorporated several recommendations into its food purchases and procurement. The most notable was the establishment of weekly pick-up of produce from the local Farmer's Market. According to UC Davis, low-income families would have to spend 40% to 70% of their grocery money on fruits and vegetables to meet current dietary guidelines. STEAC now disperses seasonal fruits and vegetables in its food packs on a weekly basis. Additionally, nutrition education materials on diet and food preparation, provided by the Yolo County Food Bank, are offered to clients when they receive their food packs.

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 2,701 individuals (unduplicated) and 918 families (unduplicated). An estimated 126 homeless (unduplicated) will be served. 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 2006-07, 3,599 individuals (duplicated) used the STEAC food closet. During that same period, the closet served 1,222 families (duplicated).

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.steac.org>. STEAC sends informational mailings to schools, churches, community groups and public agencies. The food closet coordinator hosts fieldtrips to the food closet for brownie troops to teach them about public service and STEAC's role in the community. STEAC volunteers regularly conduct training sessions to inform staff at

public and nonprofit agencies about services.

For outreach for food drives, STEAC volunteers regularly reach out to those who have sponsored food drives in the past, in particular the public schools providing an opportunity for students to become involved in public service. 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 began coordinating the food drives in Davis via a calendar that is made available via a web page on the Internet.

PERFORMANCE SCHEDULE

Work Plan (Identify activities and completion dates)

| <u>List Activity</u> | <u>Completion Date</u> |
|---|------------------------|
| Food is purchased on an as-needed basis | 6-30-09 |
| Food is distributed daily | 6-30-09 |
| Seven community food drives | 6-30-09 |

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 | 2,150 | 2,150 |
| B. Fringe Benefit | 0 | 53 | 53 |
| C. Consultant/Contract Services | 0 | 0 | 0 |
| <i>TOTAL PERSONNEL BUDGET</i> | 0 | 2,203 | 2,203 |
| D. Warehouse Storage Rent | 0 | 7,800 | 7,800 |
| E. Utilities | 0 | 1,800 | 1,800 |
| F. Telephone | 0 | 288 | 288 |
| G. Office Supplies | 0 | 1,000 | 1,000 |
| I. Printing/Duplication | 0 | 0 | 0 |
| J. Travel/Conferences | 0 | 0 | 0 |
| K. Other (Specify) | | | |
| L. Food Purchases | 15,000 | 2,000 | 17,000 |
| <i>TOTAL NON-PERSONNEL BUDGET</i> | 15,000 | 12,888 | 27,888 |
| TOTAL PROJECT BUDGET | 15,000 | 15,091 | 30,091 |

*** 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.

