

**CITY OF DAVIS**  
**2010-2011 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

**Organization Name:** People Resources, Inc./Elderly Nutrition Program

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

**Total Proposal Request:** \$ 12,000

(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) Support Independent Living and Prevent Institutionalization through In-Home Meals
- 3) Hunger Prevention Services through Home-Delivered Meals to Low-income, Homebound Seniors

PUBLIC SERVICE  NON-PUBLIC SERVICE

**Beneficiary Information:**

103 Total number of beneficiaries in program

41 Number of beneficiaries in program to be served with **CDBG** funds

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

\$2.35/meal or approx. \$295/yr Cost (\$) per **CDBG** beneficiary (CDBG Request/CDBG Beneficiaries)

## PROJECT NARRATIVE

**a. Need** In 2000, there were 20,748 people age 60 and over in Yolo County. According to 2009 Area 4 Agency on Aging (A4AA) report, over 70,000 people age 60 and older are expected to be living in Yolo County by 2040— a 235% growth rate over the 40 year period. The number of frail, elderly people over 85 years old is expected to grow to an almost five-fold increase (from about 2000, to over 9,600) by 2040, which will directly impact in-home service delivery to this age group. Senior services that assist people to age in place will be even more crucial as Yolo County's older population more than doubles by the year 2040.

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". The U.S. Senate Committee on Education and Labor reported that 85% of older Americans have chronic diseases that could be helped by nutritional interventions that include wellness education, health promotion, healthy eating and disease prevention. A healthy diet contributes to a higher quality of life, enabling older people to maintain their independence by continuing to perform basic daily activities, such as bathing, dressing and eating. Poor nutrition, on the other hand, can prolong recovery from illnesses and falls, can increase the costs and incidence of institutionalization, and can lead to a lower quality of life. (NY State Office for Aging)

According to the 2008 study entitled, "The Causes, Consequences and Future of Senior Hunger in America," an estimated 6 million seniors are facing the threat of hunger nationally. Many are too poor to buy food or not able to prepare it. About 3.6 million older persons lived below the federal poverty level in 2002 with a poverty rate of 10.4%. Another 2.2 million or 6.4% of the elderly were classified as "near poor". When low income is compounded with poor health, even more seniors have difficulty obtaining an adequate amount of food. Low income, elder adults often have to make the hard choice of whether to spend their fixed incomes on such essentials as medications, utilities or food.

Seniors who are homebound face additional challenges. Many are physically weak and frail. Often isolated and lacking regular social interaction, they suffer from depression and loneliness. They can fall into a pattern of living that causes further physical and mental deterioration. Prior to receiving our meal service, most seniors are in crisis. They are often hungry, malnourished, dehydrated; they skip meals due to lack of money or an inability to cook; and may forget to eat due to dementia. Many are recovering from surgeries or from injuries from a fall and need temporary assistance. Others, because of chronic health conditions, require our help for years in order to remain in their homes until such time that they must move to a nursing facility. These older people are most at risk and need our protection, support and care to stay as healthy as possible, while they age with dignity.

**b. Benefit** ENP provides homebound elders, who cannot provide for their nutritional needs, hot, noon-time meals that are prepared daily and served to them in their homes. These critical meals not only benefit their health, quality of life, longevity and independence, but reassure families and the community that their elders are eating nutritionally and are being checked on regularly.

ENP's Home Delivered Meals (HDM) program directly addresses hunger prevention and the critical nutritional needs of seniors by providing ongoing services to meet a basic human need - food. In many cases, the HDM program is the key support that enables an elder to remain living independently. The seniors we serve, most of whom live alone, have no available family support or outside assistance to help with the purchase of food and meal preparation. Many of these elderly adults are physically weak or malnourished. Some only eat one meal a day - the one we deliver to them. Without these meals, homebound seniors could experience serious illness, hospitalization or premature nursing home placement. ENP further supports and enhances independent living of our recipients through additional services that include provision of pre-prepared meals for ten legal holidays per year, nutrition assessment and education, falls prevention and emergency preparedness education, important daily social contact, a safety network, and resource/referral services. Through our system of personally delivered meals by community volunteers, we provide daily well-being checks and emergency alert services. Also, the HDM program serves as the gatekeeper to ensuring that elder adults are referred to essential services in the community, including Adult Protective Services, and to other vital in-home and support services. Last year ENP made 67 referrals and provided 1870 community and educational resources to 420 homebound seniors.

Our program meets the national CDBG objective of benefiting extremely low and low income persons. According to HUD guidelines, all seniors over 62 years of age are considered to be low income. Through the HDM program, ENP serves frail seniors without adequate financial means to provide for themselves. In fact, sixty percent of the 103 seniors to whom we deliver meals in Davis have an income below \$25,400 and 13% are under the federal poverty guideline. We ask only for a donation from our recipients for their meals.

CDBG funding will help ENP to feed hungry seniors, curbing the daily threat of malnourishment and illness that are impacted by low income, and will increase the likelihood that these individuals will remain safely in their own homes for as long as possible.

**c. Other Resources and Collaboration** In fiscal year 08-09, ENP's revenues were generated from the following sources: Government Funding-26%, Meal Donations-11%, Private/Corporate Donations-25%, Catering Income-1.5%, Events (see below)-.5%, and In-Kind (donated space & personnel)-35%. At year end (June 30, 2009) expenditures, including in-kind totaled \$1,215,972. The average meal cost, which included all direct support services provided to each recipient, was \$8.80, a 4% increase over the previous year. The average participant donation was \$1.85 from homebound seniors and \$1.59 from seniors who ate at congregate meal sites. Since only part of our revenues come from government funding, participant donations and guest fees, ENP must raise at least \$344,686 (45%) of the projected \$769,142 in *cash* resources necessary to make ends meet this year. Our current agency budget ending on June 30, 2010 is \$1,217,475.

Grant writing to foundations, businesses, and governmental agencies; fund raising events; individual donor solicitation, acquisition and cultivation; and 3 direct mailing campaigns are major fundraising objectives. We collaborate with Friends of Meals on Wheels, who sponsor 3 fundraising events a year: the Miles for Meals Walkathon, the Holiday Home Tour, and the Epicurean Esprit - a food and wine tasting event. Proceeds from these events are used to help purchase food, equipment and pay staff salaries.

Historically, the Elderly Nutrition Program has had difficulty keeping up with the demand for food from seniors because we regularly face increased operational costs, such as food, labor and gas without concomitant increases in revenues. Unfortunately, at times we have had to limit our meals to a certain number of seniors each month as our funding waivers, in order to balance the budget. In the past 7 years ENP has had to place frail seniors on a waiting list for meals at least two times, for a period of months, because of lack of funding. This is the last thing our staff wants to do, because we know our meals can literally mean the difference between life and death for these folks – as one of our seniors wrote us, “Your program is a life saver.” Currently, we do not have a waiting list. However, due to the continuing decline in revenues resulting from the severe recession, we expect that we may need to adjust services provided and/or place seniors on a waiting list for meals next year to balance a projected \$57,500 minimum deficit. While the cost in human terms can not truly be measured, approximately 52 seniors that we currently serve in Yolo County could go hungry, suffer physical and mental deterioration or injury, or lose their independence completely.

ENP depends on the time, talents and financial support of community members to provide critical meals and friendship to our elders throughout Yolo County. Last year, over 450 dedicated volunteers from throughout Yolo County, including members of local service clubs, such as Rotary and Kiwanis Clubs, contributed almost 15,000 hours in food preparation and distribution. In Davis, 183 volunteers donated 6,270 hours of service to ENP. We have collaborative agreements with the following: Cities of Woodland, West Sacramento, Davis and Winters and an apartment complex in Knights Landing provide in-kind contributions of their facilities as nutrition sites. Total expected volunteer and site in-kind donations for this year, agency-wide, total \$448,333.

UC Davis and Sacramento State provide interns, whom we train in nutritional services and who augment our limited staff. ENP offers work opportunities and training in our office and kitchens for Cal Works recipients through the Yolo County DESS and for Experience Works placements (a non-profit program granted federal funds).

ENP and A4AA Focal Points, co-located at the senior/community centers, are active collaborators in providing

services to the senior population by coordinating and distributing Farmer's Market Coupons to low-income seniors; co-referring seniors to meal and information and assistance services; employing the same volunteers; and utilizing community facilities to host PRI volunteer recognition events. In addition, ENP participates in Focal Point meetings and health fairs. Both entities maintain regular, on-going communication and depend on positive relationships to ensure that the needs of senior citizens are being met by both.

To stay abreast of current issues and contribute to identifying solutions affecting the senior population, ENP networks with other agencies and county departments through the Yolo County Commission on Aging, various Senior Citizens' Commissions, Area 4 Agency on Aging, and senior and community centers where there are no Focal Points. We work cooperatively with many organizations to provide services, when it is in the best interest of the senior, by exchanging resources and making referrals as appropriate. These agencies/programs include: Public Guardian, District Attorney's Fraud Alert Program, Adult Day Health Center, Citizen's Who Care, Yolo County Adult Protective Services, In Home Supportive Services, Older Adult Program, Community Care Car, Davis Transit and West Sacramento Senior Transportation, Rebuilding Together, Comfort Keepers, Home Instead, Crisis Hot Lines, and Legal Assistance. All of these programs complement each other, because together we provide a continuum of care composed of unique services that meet the varied needs of seniors. ENP acts as the gatekeeper to ensuring that all our recipients are aware of all other essential community services and resources. In addition to the aforementioned organizations, ENP receives referrals from seniors, their family members, friends, neighbors, apartment managers, churches, doctors, and hospitals. No other service provider in Yolo County offers daily, home-delivered, hot, nutritious meals to homebound elders.

Yolo County Food Bank and the Wayfarer's Center are food programs with whom ENP has direct relationships. This year we have been able to collaborate through the purchase of protein sources (meat, fish and poultry) in bulk from the Food Bank with some savings in cost. In addition, we continue to purchase supplemental foodstuffs and supply items at a significantly reduced rate. Our pre-approved menus and the Food Bank's low stock of specific items limit our ability to use the Food Bank for all of our raw food needs. Our menus are planned by a dietitian almost three months in advance and must meet recommended daily allowances for vitamins and minerals. In addition, we serve almost 325 meals per day on average agency-wide, which requires enough stock to serve to all. The Wayfarer's Center and senior centers receive donations of food and supplies from local vendors, such as Costco. As part of their agreement, we are allowed to access donations that meet our needs and requirements. In addition, when we receive donations benefiting seniors from growers and vendors that we cannot fully utilize, we distribute them to other agencies, such as the Wayfarer Center and senior centers in Yolo County.

d. **Organizational Capacity** We have operated under the auspices of People Resources, Inc. a.k.a. Elderly Nutrition Program, a private, non-profit, community benefit organization, which has been in existence since 1975. Since then the organization has grown steadily to include 5 congregate sites and 21 home delivery routes. ENP is governed by a 10-member board of directors that holds fiduciary and major policy making responsibilities for the program. Through both the Congregate and Home Delivered Meals programs, ENP serves almost 79,000 hot, nutritious meals to over 1200 elder adults, age 60 and old, yearly. Each weekday ENP provides almost 325 noontime meals to senior citizens. Last year, ENP reached 426 homebound beneficiaries with 51,087 meals. These services are partially funded through the Older Americans Act (OAA), administered by Area 4 Agency on Aging (A4AA). Our accounting/administrative systems are audited annually by an outside, independent accounting firm and reported to funding sources as indicated by state and federal requirements. State and federal funds received through A4AA for the HDM program support a scope of 34,323 meals annually. However, historically we have far exceeded the number of meals served relative to A4AA funds. In the 2010/2011 fiscal year, we anticipate serving approximately 17,000 additional home delivered meals (or 150%) above the current A4AA funded scope.

As of December, 2009, ENP has met 80% of the annual meal goal of the 2009/10 Davis CDBG by serving 3405 of 4255 meals. ENP has exceeded its annual projected scope of 35 individuals by serving 40 unduplicated beneficiaries thus far.

## SCOPE OF SERVICES

**a. Project Description** (Activity Summary: Describe the activities of the proposed budget) The mission of the organization is to nourish and enrich the lives of individuals in Yolo County, with emphasis on those age 60 and older, by providing nutritious meals to active and homebound people; thereby promoting their health, well being and independence. Our vision is that we will end senior hunger in Yolo County by the year 2020. ENP provides hot, nutritionally balanced noontime meals to senior citizens throughout Yolo County each weekday, including legal holidays. We function through two programs: the Congregate Meals Program and the Home Delivered Meals Program. ENP serves meals in the communities of West Sacramento, Woodland, Davis, Winters, Knights Landing, and Esparto. A registered dietitian on staff plans the menus to meet at least 1/3 of the recommended adult dietary allowances, and provides nutrition education to all seniors who receive meals. Meals are prepared daily in a central kitchen in Woodland, and then delivered in bulk to congregate sites and packaged for homebound beneficiaries. ENP provides hot meals on a temporary or long-term basis to frail, homebound seniors. See Benefit section for additional services provided. In FY 10/11, the total projected number of meals to be provided to seniors, through the HDM program in Davis is 11,914. Currently, an average of 46 home-delivered meals/day are served in Davis.

ENP is requesting \$12,000 in CDBG funds to help provide 5,106 hot, nutritious, home delivered meals to elderly homebound individuals in Davis in 2010-2011. Of the total HDM program clients we serve, 25% live in Davis, whereas our request of \$12,000 is only 1.7% of our total HDM program budget. Continued CDBG funding is needed to support the demand for meals from low income seniors

Our average annual cost per meal is projected to be \$8.80; however, we are requesting funding to cover only a portion of the meal costs related to direct meal service to seniors. At a reimbursement rate of \$2.35, CDBG funds would pay for raw food (any edible food item) and food service supplies (paper, foil, plastic products for packaging) for a subset of Davis recipients. These direct service expenses are relatively consistent by month and are easily documented through invoices, simplifying the grant management process. Because each senior utilizes the program for differing lengths of time, the total annual cost per beneficiary will fluctuate. However, based on the average program use of six months by recipients, the projected total average cost of meals in a year per beneficiary is \$1,109 (\$8.80/meal x 6 months or 126 days). Within the CDBG funded portion of the HDM Program, the average cost per beneficiary per day would be \$2.35 and per year is \$295 (\$2.35/meal x 6 months or 126 days).

**b. Target Group** Our targeted population is 41 extremely low and low income, homebound, frail seniors in Davis; 100% will meet the income requirements of the grant. Of the Davis seniors served last year through the HDM program, 62% were over 80 years old, 75% lived alone, and 64% had a high level of nutritional risk.

**c. Outreach** Although Meals on Wheels is a well-known national brand and the program has been in existence in Yolo County for over 35 years, raising community awareness through targeted outreach efforts continues to be a major emphasis of our program, in order to ensure that we are reaching all the seniors who might benefit from meal services. Our plan has two components: 1) group marketing and 2) individual outreach. We distribute flyers/brochures in both English and Spanish throughout Yolo County to clinics, hospitals, apartment complexes, retirement groups, churches, senior centers, food bank distribution locations. We promote ENP through three fundraisers sponsored by Friends of Meals on Wheels in over 2,000 mailed invitations, posters placed throughout Yolo County and press releases about our events and meal programs. Staff and board members speak at all events supporting our program, service clubs, senior commissions and other meetings. We coordinate and participate in the March for Meals' annual community awareness/volunteer recruitment campaign held in Yolo County and promoted by MOWAA nationally. We display our services at health and county fairs (including Latino health fairs). We have a website with detailed information about our services. We speak to discharge planners, pastors, apartment managers, other referral sources and seniors about our programs. We send a direct mailing to 66,000+ Yolo County residents, regarding seniors' need for nourishing meals and social contact and how our program meets those critical needs. Our site managers refer to our HDM program all previous congregate participants, who can no longer attend the site, because of a disability that renders them homebound.

## PERFORMANCE SCHEDULE

**Work Plan** (Identify activities and completion dates)

List Activity

Completion Date

Home Delivered Meals will be served weekdays continually through June 30, 2011.  
Monthly totals will vary.

Nutrition assessments will be conducted quarterly through June 30, 2011.

Information and referral services will be provided quarterly.

Nutrition education will be provided at least monthly.

Disaster preparedness and falls prevention education will be provided annually.

Well-being checks will be made daily when meals are delivered.

Emergency notification services to families and the authorities will be provided as needed.

## PERFORMANCE MEASUREMENTS

<b>ACTIVITY</b> (What the program does to fulfill its mission)	<b>INDICATOR</b> (The direct products of program activities) Service #s	<b>OUTCOME</b> (Benefits that result from the program)
Provide nutritious HDM meals to homebound, low-income seniors in Davis	Deliver 5,106 meals to 41 homebound, low income seniors in Davis	Improved access to nutritional, well balanced meals for low income at risk seniors in Davis.
Provide nutrition education to homebound, low-income seniors in Davis	Give written education material on healthy eating at least monthly.	Increased knowledge of healthy eating & aging practices.

**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 (incl in-kind \$58,281)		283,863	283,683
B. Fringe Benefits		32,820	32,820
C. Consultant/Contract Services			
<b><i>TOTAL PERSONNEL BUDGET</i></b>		<b>316,683</b>	<b>316,683</b>
D. Office Rent (incl in-kind \$206,934) and Utilities and Telephone		237,790	237,790
E. Office Expense (supplies, postage, printing, repairs, printing, memberships, etc)		13,649	13,649
F. Equipment		1,822	1,822
G. Vehicle Operations and Maintenance		7,442	7,442
H. Travel/Training		2,220	2,220
I. Outside Services		5,514	5,154
J. Insurance		8,112	8,112
K. Volunteer Expense		959	959
L. Raw Food (\$2.13/meal-any edible food item)		89,060	99,936
Food Service Supplies(.22c/meal)	10,876 1,124	15,646	16,770
<b><i>TOTAL NON-PERSONNEL BUDGET (HDM)</i></b>	<b>\$12,000</b>	<b>\$ 381,854</b>	<b>\$393,854</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$12,000</b>	<b>\$698,537</b>	<b>\$710,537</b>

\* 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.