

**CITY OF DAVIS
2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

PART ONE:

Organization Name: People Resources, Inc./DBA Meals on Wheels Yolo County

Name: Joy Cohan **Title:** Executive Director **Phone:** 530-383-1814

Mailing Address: 40 N. East Street, Suite C, Woodland, CA 95776

Email Address: jcohan@mowyolo.org

PART TWO:

Proposed Project Location: Services delivered from Meal Connection Location at Davis Senior Center, 646 A Street, Davis, CA 95616

If the project is a capital project, an economic development activity or a target area project, include a copy of the map showing the project areas boundaries, the census tracts/block groups (ct/bg) and the low/mod percentage in each ct/bg.)

Total Proposal Request: \$ 32,800 **Minimum Request:** \$ 21,000

CDBG Eligible Category: Public Service
(See List A in Application Packet)

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

City Council Identified Critical Needs: (See List C in Application Packet)

- 1) Hunger Services
- 2) Senior Adults and Individuals with Disabilities
- 3) Mental Health Services

Beneficiary Information:

170 Total number of **unduplicated** beneficiaries in proposed project

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

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

\$193/year for 260 meals/year Cost (\$) per **CDBG** beneficiary (CDBG Request/# of units of service/CDBG Beneficiaries)

meals Unit of service to determine cost per beneficiary (meal, grocery bag, kit, hour, day/night, week, etc) (Public Services Only)

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PART THREE: Scope of Proposal

a. **Need/Target Group** (Describe the need for the activity and the group being served)

Of the approximately 8,000+ Davis residents over the age of 60, approximately 1,600 currently meet the criteria of low, very low, or extremely low-income. Additionally, many amongst this group are mobility-limited, lack consistent in-home caregiving, and are unable to access food and predictably prepare their own meals. Providing them with enough food -- especially nutritious, prepared hot meals -- ensures their short-term wellbeing and guards against longer-term poor health outcomes. Furthermore, home delivery provides guaranteed human contact at least 3x/week, serving as a critical wellbeing check-in. Both food insecurity and conditions of isolation for this population have been exacerbated by the pandemic over the past two years, and subsequent inflation impacting both food and housing costs has added to challenges for these aging adults.

b. Project Description/Benefit (Activity Summary: Describe the activities of the proposed budget and benefit)

Raw food for hot and frozen meal preparation will be funded with the requested CDBG funds, as part of the 3x/weekly doorstep delivery of five meals per week, combined with safety/socialization checks by trained and screened volunteers. Additionally, each meal recipient receives monthly nutritional education information and quarterly monitoring visits (now transitioning back to in-home engagement as COVID-19 restrictions diminish). This service and support are critically important to the health and wellness of low-income, mobility-limited senior citizens in Davis, too many of whom lack family support and find themselves unable to purchase healthy food and/or accomplish activities of daily living related to meal preparation. Meals on Wheels Yolo County (MOW Yolo) has been providing this service in the City for nearly 50 years, thanks to the investments of governmental and private grantors and thousands of generous donors and volunteers.

5x/week meal preparation and packaging sufficient to serve a minimum of 170 Davis seniors (as well as ~1,200 countywide as the program continues to grow in 23-24) will occur in a MOW Yolo Commercial Kitchen facility; this currently is in Woodland with a second kitchen expected to launch elsewhere in the county by the middle of 2023. Meals for Davis then are transported to the Davis Senior Center in a temperature-controlled manner, awaiting pick-up by 127 volunteer route drivers who perform the majority of the deliveries on nine routes throughout the City on a rotating basis. When deliveries are complete, route drivers report back to the senior center to return delivery equipment, and to relay to MOW Yolo staff any pertinent information regarding seniors on their routes.

Currently, MOW Yolo anticipates a return to congregate dining at the Davis Senior Center to supplement home deliveries, as soon as senior center staff indicate that City leadership is ready for the experience to resume. We have been advised that this may occur Spring 2023. This would allow for additional seniors to be served, and increase the socialization benefits of the program.

c. Outreach (Describe the outreach your organization will provide for the CDBG-funded project, as well as provide a list of the languages currently included in your organizational outreach)

Current program outreach in Davis occurs via established social services referral networks, seniors' groups, social media, and word of mouth. MOW Yolo's mutual referral system includes the Davis Senior Center, Yolo County Health and Human Services, Yolo Healthy Aging Alliance AARP, the Davis Police Department, Sutter Davis Hospital, and Davis area faith-based organizations.

Attempts are made to create and maintain a high public profile in the community, through engagement with civic activities and service clubs. Leadership is committed to continuing to increase outreach in Davis and countywide in the coming year, in particular with senior groups, healthcare providers, and via other nonprofit organizations, such as Yolo Food Bank, STEAC, and Davis Community Meals and Housing. All outreach materials are produced in English, Spanish, and Russian; in 23-24, there is intent to create additional visibility in Davis with the Chinese/Mandarin speaking populations, as well.

d. Organizational Capacity (Summarize your organizational capacity for the proposed project)

MOW Yolo is a private, non-profit, community benefit organization, serving Davis seniors and all of Yolo County since 1975. Guided by a 10-person Board of Directors, the organization has 31 full-time and part-time employees and more than 400 trained and screened volunteers (~140 devoted to meal prep and delivery specific to Davis). Each meal is delivered according to strict food safety standards and provides at least one-third of a senior’s daily nutritional requirements under the direction of an on-staff Registered Dietician and executed by our Food Services Manager and her team. The organization is funded primarily by the generosity of private philanthropists and corporate grantors, with the support of the federal government under the Older Americans Act, the California Department of Aging, local governments, and voluntary participant contributions

e. Partnerships and Other Resources (List other agencies you collaborate with and indicate whether or not your proposed project is duplicative of other projects operated by local public or non-profit organizations)

MOW Yolo is the only local organization delivering prepared meals directly to mobility-limited, low-income Davis seniors, in addition to providing regular wellness checks. Accomplishing this work requires the development and nurturing of diverse partnerships specific to senior and disabled adults, food security, mental health, and volunteer and financial support community-wide. Specific examples include:

Yolo County Health and Human Services, Agency on Aging Area 4, Yolo Healthy Aging Alliance, STEAC, Yolo Food Bank, Davis Odd Fellows, Davis Sunrise Rotary, Davis Noon Rotary, Davis Kiwanis, Congregation Bet Haverim/Biberstein Social Action Fund, 100+ Women Who Care Yolo County, and thousands of generous private donors.

Additional partnerships and collaborations are sought continuously, and remain key to increasing MOW Yolo’s impact in the year ahead. It’s recognized that even the projected 23-34 service level of 170 seniors nourished in Davis only scratches the surface of the true depths of the need for food security and wellness checks for seniors in the City.

PERFORMANCE MEASUREMENTS AND SCHEDULE

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)	COMPLETION DATE (When the specific task is completed)
Doorstep delivery of nutritious meals to low-income, mobility-limited Davis seniors experiencing difficulty leaving their homes to purchase food, may lack the ability to prepare meals, and/or cannot afford nutritious food.	Deliver meals to at least 170 low-to-moderate income, homebound Davis seniors (44,200 meals/year).	More Davis seniors are able to remain in the safety and comfort of their own homes, leading to better health and longevity outcomes and improved quality of life.	June 30, 2024
Provision of 3x/week welfare/wellness checks for each participating mobility-limited Davis senior.	Contact made with at least 170 Davis seniors on 156 days/year by trained volunteers and/or staff members.	Seniors experiencing emergencies or in need of additional outside support are connected with appropriate medical or social	June 30, 2024

		services assistance. Additionally, the social interaction combats the negative impacts of isolation	
Senior-specific nutrition information delivered along with meals 1x/month.	Each of at least 170 Davis seniors receives information 12x/year regarding recommended types and quantities of foods and beverages for optimal health and wellness outcomes for their demographic.	Creates greater awareness of the principles of healthy eating amongst seniors and equips and encourages recipients to gain and retain control over their own positive health and wellness outcomes.	June 30, 2024
Quarterly monitoring of participants' overall health and wellness status and provision of referrals.	Increasingly in-person (as pandemic restrictions relax) quarterly assessments of at least 170 Davis participants' ongoing health and nutritional status, referring to outside support services as needed (total of 680 assessments per year).	Health and safety outcomes over the long-term are elevated, as deficits and needs can be identified before they become urgent or cause irreversible issues for the participants.	June 30, 2024

CITY OF DAVIS
BUDGET SUMMARY FOR PROPOSED PROJECT

Program year 2023-24 Budget Category	CDBG/HOME Portion			Other Funds for Project (Non-CDBG/HOME)					Totals
	Salaries & Wages	Fringe Benefits	Total Salary + Fringe	Other Federal Funds	State Funds	Local Funds	Private Funds (List Source)	Other (List Source)	
Salaries/Wages (Specify each position)									
Direct Service Personnel									
Davis Meal Connection Coordinator			0.00				14,040.00		\$14,040.00
Food Services Manager			0.00				20,000.00		\$20,000.00
All other Food Services							79,416.00		\$79,416.00
Administrative Personnel									
Home Delivery Coordination			0.00	25,676.00					\$25,676.00
All other administration			0.00				76,384.00		\$76,384.00
Consultant/Contract Services			0.00				18,973.00		\$18,973.00
TOTAL PERSONNEL BUDGET	\$0.00	\$0.00	\$0.00	\$25,676.00	\$0.00	\$0.00	\$208,813.00	\$0.00	\$234,489.00
Supplies and Equipment for Service Delivery									
DIRECT SERVICE SUPPLIES AND EQUIPMENT BUDGET									
Office Rent							13,125.00		\$13,125.00
Utilities							10,281.00		\$10,281.00
Telephone									\$0.00
Office Supplies							2,350.00		\$2,350.00
Project Supplies (Specify)				13,983.00					\$13,983.00
Printing							8,254.00		\$8,254.00
Travel							1,998.00		\$1,998.00
Training									\$0.00
Internet									\$0.00
Postage							3,437.00		\$3,437.00
Other (Specify) Raw food	32,800.00			63,700.00			21,000.00		\$117,500.00
TOTAL DIRECT SERVICE BUDGET	\$32,800.00	\$0.00	\$0.00	\$77,683.00	\$0.00	\$0.00	\$60,445.00	\$0.00	\$170,928.00
ADMINISTRATIVE COST BUDGET									
Insurance							14,868.00		14,868.00
Utilities							6,870.00		6,870.00
Telephone							1,000.00		1,000.00
Other (Specify) Health Department permit							400.00		400.00
Other (Specify) Volunteer Coordination							4,700.00		4,700.00
TOTAL DIRECT COST BUDGET	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,838.00	\$0.00	\$27,838.00
TOTAL PROJECT BUDGET	\$32,800.00	\$0.00	\$0.00	\$103,359.00	\$0.00	\$0.00	\$297,096.00	\$0.00	\$433,255.00

* Please revise this form and annotate budget items as needed

All applicants are requested to submit a copy of their organization's Operating Budget.



2022-2023 Board of Directors, Officers, and Management Team

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Other Management Team members:

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Valerie Dennis, Administration Manager
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	22-23 Annual Budget
Income	
Participant Contributions	90,000.00
Staff, Volunteer, and Guest Meals	600.00
General Donations	215,000.00
Direct Mail	558,958.00
Electronic Donations	200,000.00
Corporate Grants and Donations	135,000.00
Big Day of Giving	90,000.00
Adopt-A-Holiday	45,000.00
Friends of Meals on Wheels	50,000.00
Area 4 Grant Income	401,663.00
CDBG Davis	16,400.00
CDBG Woodland	11,000.00
American Rescue Plan and Other Grant Income	400,000.00
Interest Income	100.00
Food Vendor Rebates	1,500.00
Insurance Carrier Rebates	1,500.00
In-Kind Sites (Woodland, Davis, W. Sac, Winters)	411,000.00
In-Kind Personnel	150,000.00
Total Income	2,777,721.00
Expense	
Paid Personnel	1,135,404.00
Employer's Payroll Taxes	86,858.00
Worker's Comp Insurance	39,000.00
Employee Benefits	55,000.00
Staff Travel and Training	5,000.00
Staff Rewards	2,500.00
Accounting Consultant	38,400.00
Recruitment/Staffing	4,000.00
Volunteers	5,000.00
In-Kind Personnel	150,000.00
Programmatic Expenses: Raw Food	464,000.00
Programmatic Expenses: Food Service Supplies	52,000.00
Programmatic: Data Management Tools	6,500.00
Programmatic: Outreach Materials	2,000.00
Rent: Admin/Central Kitchen Facility	55,200.00
In-Kind Sites (Woodland, Davis, W. Sac, Winters)	411,000.00
Space Repair/Maintenance	5,500.00
Telephone + Internet	3,900.00
Utilities	30,000.00
Office Expense	11,000.00
Office Equipment (MOW-funded, expendable/non-expendable)	10,100.00
Cleaning and Kitchen Supplies	6,000.00
Postage	15,000.00
Vehicle Operations	10,000.00
Vehicle Repair/Maintenance	2,500.00
Other Repair/Maintenance	2,000.00
Outside Services	34,500.00
Accounting/Auditing	8,500.00
Insurance	14,868.00
Annual Fees/Subscriptions/Memberships	3,000.00
Taxes/Licenses/Permits	2,500.00
Direct Mail	83,000.00
Website	2,000.00
Development/Marketing	15,995.00
Miscellaneous	500.00
Total Expense	2,772,725.00
Net Income	4,996.00