

Regional Funding

Fiscal Year 2018 - Partner Funding Application

Fredericksburg Regional Food Bank

Application Status: Submitted

Fredericksburg Regional Food Bank

Agency Information

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General Information

Agency Name	Fredericksburg Regional Food Bank
Physical Address	3631 Lee Hill Drive, Fredericksburg, Virginia, 22408, U.S.A.
Mailing Address	PO Box 1006, Fredericksburg, VA, 22402
Agency Phone Number	(540) 371-7666
Federal Tax ID #	541255013
Web Address	www.fredfood.org
Agency Email Address	info@fredfood.org

Agency Mission Statement

To feed the hungry through a community-wide network of partner agencies and engage our community in the fight to end hunger.

Number of Years in Operation	34
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Main Contact

Main Contact	Elizabeth A. Gilkey, phone: (540) 371-7666 x145, email: egilkey@fredfood.org
Job Title	Grant Writer

Localities Served

Please select any/all localities your agency serves.

- | | |
|-----------------------|-------------------------------------|
| Caroline | <input checked="" type="checkbox"/> |
| Fredericksburg | <input checked="" type="checkbox"/> |
| King George | <input checked="" type="checkbox"/> |
| Spotsylvania | <input checked="" type="checkbox"/> |
| Stafford | <input checked="" type="checkbox"/> |

Collaborative Impact

Describe in detail how the community would be impacted if your agency were dissolved or merged with another partner agency.

The Fredericksburg Regional Food Bank (FRFB) is maintained through a collaborative effort between Feeding America, local farmers, retail donors, volunteers, and our 69 agency partners to end hunger in our community. Feeding America brokers contracts on behalf of all their 200 partner agency food banks to reclaim and distribute large quantities of food from local merchants that would otherwise be destroyed. Retail stores receive formal donation receipts to account for their loss of sale and the FRFB receives resources, which are used to stock the pantries to help the hungry of the local community. If the food bank were to be dissolved the community would be negatively impacted. There are over 34,000 residents in our community that struggle with hunger and food insecurity every day. Each week the 69 partner agency food pantries associated with the FRFB come to the food bank to obtain the food and hygiene items they need to stock their pantry shelves. If the food bank doors were to close, most of our partner agency pantries would not be able to purchase enough food or receive enough in donations to ensure food resources are readily available for distribution to the hungry of their community. This would be detrimental to our partner agencies, as many do not have the financial resources to pay retail prices for food to give to the hungry and this could potentially result in pantries shutting their doors. Hungry people would be turned away due to a lack of food. People who depend on the food resources the food bank provides to the pantries would either receive fewer supplemental meals from the pantries or would go without and continue to struggle with hunger. To shut down the FRFB or combine it and reduce the effectiveness of our programs would be catastrophic to the over 34,000 men, women, children, seniors, disabled, and veterans, who depend on the food bank to have enough food to help maintain their basic needs.

Community Impact

Please provide at least 2 examples of how your services have impacted members of our community.

Example 1

Tonya Hill volunteers in one of the FRFB partner agencies in Stafford County. She comes in every day to select items for her church's food pantry. The majority of the food for the pantry comes from the Fredericksburg Regional Food Bank. She comes in early so that she can receive perishables, such as fresh produce, meat, and bread for the hungry families her pantry serves. "I try to give 20 pounds of food to each family, and they ask for the fresh items. This food bank is special because it has so many fresh items." Tonya knows she must come in early to receive the fresh items the FRFB stocks, such as produce

and bakery items because good nutrition is important to the families she serves. "If I didn't have the food bank, my families would not receive as much food, or as high quality food."

Example 2

Frances Vaughn works for Eastland United Methodist Church, a partner agency in Spotsylvania County. The church depends entirely on the FRFB for items to stock the small food pantry it runs five days a week. "We try to give a week's worth of groceries to each person, and we simply could not do anything without the food bank." She says that one unique thing about the FRFB is the variety of nonfood items we offer, such as hygiene products her families can't purchase with SNAP. She also appreciates the little extras we have. For example, today we have slippers. "I call them blessings," Frances says, "food is important to the body, but these little things make them smile, and that is important to the spirit."

Example 3 (Optional)

Last year through the planning efforts of the Fredericksburg Regional Food Bank and local retail partners, 3,050,238 pounds of food was reclaimed. This food includes nutritious produce, dairy, and bakery items, which would have otherwise been destroyed and wasted. Instead these resources were available to our partner agency pantries and went back into the community, resulting in 2,541,865 meals served to the food insecure.

Fredericksburg Regional Food Bank -

Locality Information

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Locality Notes

Please use the spaces below to provide any locality specific notes or statements that may be relevant to your application.

Caroline County

In FY16, the FRFB provided hunger-relief to 4,003 unduplicated food-insecure Caroline County residents. The retail value of food provided to Caroline County residents through our partner agency pantries was over \$515,000, or 10.82% of food distributed. This total breaks down to Caroline County residents benefitting from \$8,472.71 worth of food through Mobile Pantry, \$148,189.37 worth of food through 3,276 Food For Life/Brown Box (FFL) meal boxes, and \$358,643.90 worth of food from Pantry Distribution. This equates to hungry Caroline County residents receiving 440,539 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$21,686.00, or 4% of the cost to provide food to Caroline County, which will aid program development and provide nourishing food to approximately 4,247 food insecure residents next year.

City of Fredericksburg

In FY16, the FRFB provided hunger-relief to 3,866 unduplicated food-insecure City of Fredericksburg residents.

The retail value of food provided to Fredericksburg residents through our partner agency pantries was almost \$572,000, or 12.01% of food distributed. This total breaks down to Fredericksburg residents benefitting from \$1,764.94 worth of food through Mobile Pantry, \$139,956.63 worth of food through 3,094 Food For Life/Brown Box (FFL) meal boxes, and \$430,374.52 worth of food from Pantry Distribution. This equates to hungry Fredericksburg residents receiving 518,567 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$19,973.00, or 3.5% of the cost to provide food to the City of Fredericksburg, which will aid program development and provide nourishing food to approximately 4,101 food insecure residents next year.

King George County

In FY16, the FRFB provided hunger-relief to 1,762 unduplicated food-insecure King George County residents.

The retail value of food provided to King George County residents through our partner agency pantries was almost \$231,000, or 4.85% of food distributed. This total breaks down to King George County residents benefitting from \$2,470.92 worth of food through Mobile Pantry, \$49,396.44 worth of food through 1,092 Food For Life/Brown Box (FFL) meal boxes, and \$179,322.72 worth of food from Pantry Distribution. This equates to hungry King George County residents receiving 218,152 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$9,461.00, or 4% of the cost to provide food to King George County, which will aid program development and provide nourishing food to approximately 1,869 food insecure residents next year.

Spotsylvania County

In FY16, the FRFB provided hunger-relief to 11,100 unduplicated food-insecure Spotsylvania County residents.

The retail value of food provided to Spotsylvania County residents through our partner agency pantries was over \$1,540,000, or 32.34% of food distributed. This total breaks down to Spotsylvania County residents benefitting from \$10,236.64 worth of food through Mobile Pantry, \$238,749.55 worth of food through 5,278 Food For Life/Brown Box (FFL) meal boxes, and \$1,291,123.55 worth of food from Pantry Distribution. This equates to hungry Spotsylvania County residents receiving 1,561,632 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding to provide resources for our partner agencies. We request \$60,665.00, or 4% of the cost to provide food to Spotsylvania County, which will aid program development and provide nourishing food to approximately 11,776 food insecure residents next year.

Stafford County

In FY16, the FRFB provided hunger-relief to 6,477 unduplicated food-insecure Stafford County residents.

The retail value of food provided to Stafford County residents through our partner agency pantries was almost \$825,000, or 17.32% of food distributed. This total breaks down to Stafford County residents benefitting from \$8,471.71 worth of food through Mobile Pantry, \$717,290.86 worth of food through 2,184 Food For Life/Brown Box (FFL) meal boxes, and \$717,290.86 worth of food from Pantry Distribution. This equates to hungry Stafford County residents receiving 870,915 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$29,561.00, or 3.5% of the cost to provide food to Stafford County, which will aid program development and provide nourishing food to approximately 6,839 food insecure residents next year.

Fredericksburg Regional Food Bank -

Agency Budget

In the boxes below provide an overview of the administrative costs associated with your agency budget. Include revenue that defrays administrative costs; this is non programmatic revenue and should not include any revenue associated with programming.

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Expenses

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Salary	362,099.00	353,980.00	371,679.00
Benefits	47,605.00	49,050.00	50,021.00
Operating Expenses	0.00	0.00	0.00
Capital Expenses	106,000.00	136,000.00	160,000.00
Administrative Expenses	143,281.00	148,100.00	155,505.00
Total	658,985.00	687,130.00	737,205.00

Revenues

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Caroline	0.00	0.00	0.00
Fredericksburg	0.00	0.00	0.00
King George	0.00	0.00	0.00
Spotsylvania	0.00	0.00	0.00
Stafford	0.00	0.00	0.00
United Way	0.00	0.00	0.00
Grants	0.00	0.00	0.00
Client Fees	0.00	0.00	0.00
Fundraising	658,985.00	687,130.00	737,205.00
Other (Click to itemize)	0.00	0.00	0.00

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Total	658,985.00	687,130.00	737,205.00

Surplus / Deficit

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Surplus or Deficit	0.00	0.00	0.00

Fredericksburg Regional Food Bank -

Agency Budget Narrative

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Administrative Expenses

Provide an overview of the administrative costs for your agency.

The FRFB is not requesting administrative funding.

The following is an overview of the food bank's administrative costs:

Salary: Includes the salaries of six fundraising/administrative staff.

Benefits: Four out of six staff members do not enroll in health insurance.

Operating Expenses: These include fees, dues, accounting/audit fees, fundraising costs, and printing.

If your agency is requesting an increase or decrease in administrative funding, please describe in detail the reasons for these changes.

n/a

Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds.

The FRFB is not requesting administrative funding.

Capital Expenses

Please provide an overview of the capital costs for your agency.

The following is an overview of the capital costs for the food bank:

1. Purchase of a 26' refrigerated semi-truck for food transport.
2. Repair of existing loading dock, and expansion to create a second loading dock.
3. Pulling of permits for future building expansion.

Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

n/a

Salary & Benefit Expenses

Please provide an overview of any increases or decreases in general personnel expenses for your agency.

One employee resigned in 2016, therefore reducing the amount of benefits and salaried paid. However, we will be hiring someone in at the end of FY17, and therefore those expenses will be added back into the budget.

Please provide a description of any changes to agency benefits structure or cost.

The FRFB Board of Directors has included a provision for COLA in the 2018 budget not to exceed 3%. Health and Dental insurance coverage are projected to increase on average 5%. There is no change to the agency benefits structure.

Budget Issues

Provide any legislative initiatives or issues that may impact the agency for the upcoming year.

There are no legislative initiatives or issues that will impact the agency for the upcoming year.

If you are aware of “outside” funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

There are no outside funding sources that will expire.

Please detail any identified agency needs or areas of concern that are currently not being addressed in your funding request.

N/A

Regional Funding

Fiscal Year 2018 - Partner Funding Application

Fredericksburg Regional Food Bank

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Fredericksburg Regional Food Bank **Mobile Pantry**

Program Budget Narrative

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Please indicate in details reasons for increases or decreases in the amounts requested for FY 2018.

The FRFB is asking for the same amount of funding as the previous year, but this year we ask for the full amount instead of just a percentage based on growing need. While need continues to grow, challenges have impacted the amount of people the Food Bank has been able to serve in the last year. From FY14 to FY15 the number of people served jumped 7.3%. However, due to a decrease in donations, fewer partner agencies, and the cost of food going up, the Mobile Pantry program was not able to serve as many people in FY16, with a drop of 5.2%. However, the data from Feeding America shows that need continues to grow. If we do not receive the requested funding, the Mobile Pantry will not be able to grow to accommodate new clients, nor will we be able to purchase additional nutritious foods for the program's existing clients. Adequate funding is crucial in order for the program to continue to meet the growing needs of the food insecure in our community.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

n/a

In particular, please describe in detail if any increase is sought for new positions or personnel.

n/a

Fredericksburg Regional Food Bank -

Collaborative Impact

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Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

The Mobile Pantry collaborates with a network of ten program partners that provide a safe, convenient location for food distribution. We have pantry sites at local schools, churches, campgrounds, the Department of Social Services in King George, and at an apartment complex outside the military base at Dahlgreen.

The FRFB partners with local farmers to purchase produce through grants and other sources of funding to distribute through the Mobile Pantry. This partnership is key to connecting local agriculture with food insecure individuals and families, who might not have access to fresh produce otherwise.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

If the FRFB were to close its doors, the Mobile Pantry program would not continue. These families would not only continue to struggle with hunger, but would most likely suffer due to the poor quality of food accessible to them. This could result in increased health issues for the already struggling, food insecure of our community. A sufficiently funded Mobile Pantry, by contrast, will overcome geographic barriers within our district to fight hunger, by providing food to multiple low income/low access areas each month throughout the year. In FY16 the Mobile Pantry distributed 207,264 pounds, or the equivalent of 172,720 meals to the hungry of PD16. This program is essential to the food insecure residents of low income/low access areas to bridge the meal gap by putting nutritious food directly into their hands.

Fredericksburg Regional Food Bank -

Program Overview

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General Information

Program Name Mobile Pantry

Is this a new program? No

Program Contact

Name Mishelle A. Krogstad

Title Agency & Programs Director

Email mkrogstad@fredfood.org

Phone (540) 371-7666 x134

Program Purpose / Description

Provide an overview of this program

The Mobile Pantry program reaches families living in remote or underserved areas of our district, providing fresh and non-perishable food items for distribution to households. Many of the rural areas in PD16 have food insecurity rates well above 11%. This high rate of food insecurity is partially caused by limited access to healthy food. These sites receive deliveries from our Mobile Pantry truck on a rotating schedule monthly. Over 3,000 families were served last year, and the program is steadily growing.

Client Fees

Please describe the fees clients must pay for the services by this program.

There are no fees clients must pay in order to receive the services provided by this program.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why

the localities should consider this funding request.

Communities served by the Mobile Pantry face economic barriers that make it difficult to secure enough food to meet their daily requirements. According to data collected from our 10 mobile pantry sites, 62% of the 3,395 people served by the Mobile Pantry in FY16 earned less than \$1,000 a month, and 95% earned less than \$2,500 per month. This means the majority of Mobile Pantry clients are at 100 percent of the government defined income guidelines for poverty and struggle with hunger and food insecurity.

Regional funding is vital for feeding people. Factoring in the costs associated with living in PD16, the MIT Living Wage Calculator has determined that the hourly rate an individual must earn to support themselves requires hourly earnings of \$11.23 in Caroline to \$14.35 in Stafford, Spotsylvania and Fredericksburg. With the minimum wage rate holding steady at \$7.25 our clients rely on the Mobile Pantry to help meet the need between what they can earn and what they need to survive.

If this is a new program, be sure to include the benefits to the region for funding a new request.

n/a

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

The client base for the Mobile Pantry program is food insecure individuals and families at or below 200% of the federal poverty level, that live in areas with limited access to healthy food or transportation. Currently, 100% of our clients qualify as low-income (100-130% below the poverty level). These individuals are served through ten established sites, including three in Stafford, three in Spotsylvania, two in Caroline, and two in King George.

If your program has specific entry or application criteria, please describe it here.

For 9 out of the 10 Mobile Pantry sites there are no requirements to receive food. If you're at the site when the truck is there you can receive food assistance.

The King George DSS site is the exception because it is a USDA Mobile Pantry. Therefore, clients must meet the USDA Income Guidelines to receive USDA Commodities from the Mobile Pantry. If an individual who does not qualify for USDA comes to this site they will receive all of the Non-USDA items that are available at the Mobile Pantry and we explain to them why they are unable to receive USDA Commodities.

Fredericksburg Regional Food Bank -

Number of Individuals Served

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Localities

Please provide the actual numbers of individuals served in this program during FY2016 and the projected numbers of individuals to be served in FY2018.

Locality	FY2016 (Actual)	FY2018 (Projected)
Fredericksburg City	174	182
Caroline County	806	840
King George County	228	238
Spotsylvania County	986	1,028
Stafford County	807	841
Other Localities	394	411
Total	3,395	3,540

Fredericksburg Regional Food Bank -

Goals and Objectives

Goals

Goal: Efficiently identify and provide service to areas with the highest need.

Objectives	Objective Results	Year End	Baseline
Use Link2Feed client intake software at 7 out of 10 or 70% of Mobile Pantry sites to more accurately track client data.	Total # Clients Served	3,395	3,540
	Total # Clients Achieved/Successful	3,395	2,478
	% Achieved / Successful	100	70
Increase the amount of clients served in the community by adding one or more additional mobile pantry sites in a more accessible distribution point for low-income individuals and families.	Total # Clients Served	3,395	3,540
	Total # Clients Achieved/Successful	3,395	3,540
	% Achieved / Successful	100	100

Outcomes Narratives

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

All goals have been met.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

Now that Link2Feed is purchased, our goal is to purchase a small laptop with Mifi for our sites, so data can be recorded. The Mobile Pantry site in Stafford County was relocated to Widewater Elementary School to provide a more accessible distribution point for those in need. In FY16, we served 231 individuals through this site. We are now looking for additional sites in order to serve more people in rural and remote areas.

If you are restating the goals or objectives for FY 2018, please include those here

Objective 1a: Implement Link2Feed and client intake software to more efficiently identify high need areas.

Objective 1b: Relocate one or more mobile pantry sites to provide a more accessible distribution point for low-income individuals and families.

Goal:

Provide access to nutritious food and resources to help improve nutrition for food insecure individuals and families in low income and low access communities.

Objectives	Objective Results	Year End	Baseline
Increase the amount of food each person receives through Mobile Pantry by 4 lbs. , which is approximately 3 meals worth of food.	Total # Clients Served	3,395	3,540
	Total # Clients Achieved/Successful	0	3,540
	% Achieved / Successful	0	100
In line with Feeding America Guidelines, our goal is to provide fresh produce at each Mobile Site site beginning in FY17, and continue to grow the program in FY18 to ultimately increase the amount of fresh produce provided to our existing FY16 clients by 7lbs., or 12%.	Total # Clients Served	3,395	3,540
	Total # Clients Achieved/Successful	3,395	3,395
	% Achieved / Successful	100	95.90

Outcomes Narratives**Explanation & Overview**

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Due to only receiving half the anticipated grant funding for fresh produce, we were unable to purchase the amount of produce we had hoped for the Mobile Pantry. Additionally with donations being reduced, and the cost of food rising, we were unable to purchase as much food for Mobile Pantry as we were in the previous year. Therefore, we served fewer people than we did in the previous year.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

With a line item in our budget for fresh produce, it is a priority this year to ensure more fresh produce goes out into the community.

If you are restating the goals or objectives for FY 2018, please include those here

Objective 2a: Increase the total pounds of food items distributed through Mobile Pantry by 3%.

Objective by 2b: Increase the amount of produce distributed through the Mobile Pantry to 20% of distribution total.

Fredericksburg Regional Food Bank -

Program Budget

Please detail below the budget request for your program.

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Expenses

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Salary	25,536.00	26,813.00	28,154.00
Benefits	6,894.00	7,239.00	7,601.00
Operating Expenses	30,217.00	50,370.00	52,888.00
Capital Expenses	0.00	0.00	0.00
Total	62,647.00	84,422.00	88,643.00

Revenues

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Caroline	0.00	4,834.00	4,834.00
Fredericksburg	0.00	0.00	354.00
King George	0.00	0.00	4,048.00
Spotsylvania	0.00	0.00	6,982.00
Stafford	0.00	0.00	4,802.00
United Way	0.00	15,000.00	16,500.00
Grants	9,700.00	25,000.00	26,250.00
Client Fees	0.00	0.00	0.00
Fundraising	52,947.00	39,588.00	24,873.00
Other (Click to itemize)	0.00	0.00	0.00
Total	62,647.00	84,422.00	88,643.00

Surplus / Deficit

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Surplus or Deficit	0.00	0.00	0.00

Regional Funding

Fiscal Year 2018 - Partner Funding Application

Fredericksburg Regional Food Bank

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Fredericksburg Regional Food Bank **Food for Life**

Program Budget Narrative

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Please indicate in details reasons for increases or decreases in the amounts requested for FY 2018.

The FRFB is asking for the same amount of funding as the previous year, but this year we ask for the full amount instead of just a percentage based on growing need. There is real need in PD16 to feed the growing population of elderly and disabled in our community and funding is essential to provide our partner agencies with the resources necessary to make an impact in PD16. The Food for Life/Brown Box Program grew 2.12% from feeding 2,213 hungry elderly and disabled in our community in FY15 to 2,260 people in FY16. These funds will purchase food, hygiene, and other grocery items to accommodate this growth through the program. This will also offset fuel costs associated with purchase, transport, and delivery of food.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

n/a

In particular, please describe in detail if any increase is sought for new positions or personnel.

n/a

Fredericksburg Regional Food Bank -

Collaborative Impact

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Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

The Food for Life/Brown Box (FFL) program would not be possible without our 50 program partners (partner agencies) and a large network of volunteers, who are the hands and feet of the operation. Volunteers in our warehouse fill boxes with seasonal produce, nonperishable foods, and other hygiene and grocery items not covered by SNAP benefits. Program partners work directly with FFL recipients by delivering the boxes and serving as a personal community connection. Food for Life provides the elderly and disabled in our community with access to nutritious food and home essentials, working to eliminate hunger and improving their quality of life.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

FFL would not exist if the FRFB closed. We provide the resources for our program partners to feed our community. If this program is dissolved or the FRFB closes, area seniors and the disabled will be without the resources they depend on for healthy living. For the 50 partner agencies who depend on our resources, it would be catastrophic, as they would be unable to provide clients with resources, since the FRFB provides 100% of the resources for the program. For a population already in fragile health, removing this source of sustainable nutrition would be devastating. They would suffer the burden financially of not having the additional nutrition, and losing the community resources that are so valuable. In FY16, we served 2,260 elderly and disabled residents who relied on the Food for Life program to provide them with supplemental food, hygiene, and grocery items. In short, if FFL was not available, our clients' lives would be compromised physically, mentally, and financially.

Fredericksburg Regional Food Bank -

Program Overview

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General Information

Program Name Food for Life

Is this a new program? No

Program Contact

Name Mishelle A. Krogstad

Title Agency & Programs Director

Email mkrogstad@fredfood.org

Phone (540) 371-7666 x134

Program Purpose / Description

Provide an overview of this program

The Food for Life/Brown Box (FFL) program works to alleviate hunger for the elderly and disabled of our community by providing in-home deliveries of supplemental food, hygiene, and grocery items to this vulnerable population. Each month, volunteers personally select a good balance of seasonal produce, perishable and nonperishable foods, and hygiene items and pack them in a box for delivery to their clients. Our volunteer sponsors are welcome visitors when they arrive each month with a box of nutritious items, creating a positive connection to the community at large for our program participants.

Client Fees

Please describe the fees clients must pay for the services by this program.

There are no fees clients must pay in order to receive services provided by this program.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request.

Of seniors in our area, 52% are living on less than \$1,000 a month and over 90% are living on less than \$2,500 a month, including veterans. Seniors and the disabled struggle to meet their basic needs due to skyrocketing expenses and increased personal needs. While government programs like SNAP are designed to help food insecure individuals purchase food, many clients lack a community connection to receive information on these resources. Even in cases where SNAP benefits are received in full, they don't cover the cost of nonfood items, such as toothpaste and soap, which can dramatically impact health if clients are unable to afford these every day essentials.

Funding will be used to purchase food and grocery items that will have an immediate and tangible impact on the hungry seniors and disabled in our community. These funds will further support the mission of enhancing quality of life, improving health, and lowering the stress and anxiety that comes with food insecurity.

If this is a new program, be sure to include the benefits to the region for funding a new request.

n/a

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

The client base for Food for Life is the elderly, age 60 and up, and persons with physical and/or mental disabilities, age 59 and younger, who are 165% below the Federal poverty level (an income of \$1,619 for 1 person, per month), and receive SSI or SSDI. Boxes are packed individually at the FRFB by volunteers with their client's needs in mind. Food for Life deliveries are made directly to clients' homes, care centers, and other facilities that provide service to the elderly and disabled in PD16.

If your program has specific entry or application criteria, please describe it here.

Food for Life serves the elderly, age 60 and up, and persons with physical and/or mental disabilities, age 59 and younger, who are 165% below the Federal poverty level (an income of \$1,619 for 1 person, per month), and receive SSI or SSDI.

Fredericksburg Regional Food Bank -

Number of Individuals Served

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Localities

Please provide the actual numbers of individuals served in this program during FY2016 and the projected numbers of individuals to be served in FY2018.

Locality	FY2016 (Actual)	FY2018 (Projected)
Fredericksburg City	379	402
Caroline County	408	433
King George County	138	146
Spotsylvania County	664	704
Stafford County	272	288
Other Localities	399	423
Total	2,260	2,396

Fredericksburg Regional Food Bank -

Goals and Objectives

Goals

Goal:

Provide each client with a structured box that includes a breakfast, lunch, dinner, and a snack, plus produce, dairy, bread and hygiene supplies.

Objectives	Objective Results	Year End	Baseline
90% of 2016 client surveys report that the program has helped stretch their monthly food budget.	Total # Clients Served	2,260	2,398
	Total # Clients Achieved/Successful	2,034	2,158
	% Achieved / Successful	90	89.99
75% or more of Food for Life clients report that they "really like" the items they receive each month on 2016 client survey.	Total # Clients Served	2,260	2,398
	Total # Clients Achieved/Successful	1,650	1,799
	% Achieved / Successful	73.01	75.02

Outcomes Narratives

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

We projected that 99% of 2015 client surveys would report that the program has helped stretch their monthly budget. In retrospect, this was statistically unrealistic to strive for, and our end result was 90%. That said, our objective of 60% of Food for Life clients reporting that they "really like" the items they receive each month on 2015 surveys was exceeded, as the results showed 73%.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

The Food for Life program has carefully analyzed outcome data to ensure that clients are receiving food and grocery items that are most helpful to them. This is why the program has a goal of a more structured box with complete meal items, plus dairy, breads, and hygiene supplies.

Since 73% of Food for Life clients reported that they "really like" the items they receive each month on 2015 client surveys, we have increased our goal to 75% with the desire to continue to meet and exceed the expectations of our clients.

If you are restating the goals or objectives for FY 2018, please include those here

Goal 2: Low income elderly and disable residents can stretch their monthly food budget through a structured routine delivery service.

Objective 2a: 99% of 2015 client surveys report that the program has helped stretch their monthly food budget.

Objective b: 60% or more of Food for Life clients report that they "really like" the items they receive each month on 2015 client survey.

Goal:

Low income elderly and disabled residents have consistent access to fresh produce, hygiene products, and other items needed to promote a healthy, hunger-free lifestyle.

Objectives	Objective Results	Year End	Baseline
Provide each client with two pounds of hygiene items in every delivery.	Total # Clients Served	2,260	2,398
	Total # Clients Achieved/Successful	2,260	2,398
	% Achieved / Successful	100	100
Increase the amount of produce distributed to each FY18 client through Food for Life by 5% , or by 10 pounds per person.	Total # Clients Served	2,260	2,398
	Total # Clients Achieved/Successful	2,260	2,398
	% Achieved / Successful	100	100

Outcomes Narratives

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Last year's goals were achieved.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

The Food for Life program is continuing to grow, and therefore we will continue to provide two pounds of hygiene items, which are not covered by SNAP, to our clients. Additionally, we seek to increase the amount of pounds of produce per client, per year by 5%, This would be approximately 10 lbs. of produce per person, per year.

If you are restating the goals or objectives for FY 2018, please include those here

Objective 1b: Increase the amount of produce distributed through Food for Life by 5%.

Fredericksburg Regional Food Bank -

Program Budget

Please detail below the budget request for your program.

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Expenses

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Salary	15,284.00	15,742.00	16,214.00
Benefits	4,127.00	4,250.00	4,378.00
Operating Expenses	107,080.00	104,869.00	105,018.00
Capital Expenses			
Total	126,491.00	124,861.00	125,610.00

Revenues

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Caroline	0.00	0.00	10,943.00
Fredericksburg	1,800.00	1,800.00	6,840.00
King George	0.00	0.00	2,735.00
Spotsylvania	0.00	0.00	17,783.00
Stafford	0.00	0.00	6,839.00
United Way	0.00	0.00	13,680.00
Grants	43,053.00	34,750.00	37,500.00
Client Fees	0.00	0.00	0.00
Fundraising	81,638.00	88,311.00	29,290.00
Other (Click to itemize)	0.00	0.00	0.00
Total	126,491.00	124,861.00	125,610.00

Surplus / Deficit

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Surplus or Deficit	0.00	0.00	0.00

Regional Funding

Fiscal Year 2018 - Partner Funding Application

Fredericksburg Regional Food Bank

Application Status: Submitted

Fredericksburg Regional Food Bank **Pantry Distribution**

Program Budget Narrative

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Please indicate in details reasons for increases or decreases in the amounts requested for FY 2018.

The FRFB is asking for the same amount of funding as the previous year, but this year we ask for the full amount instead of just a percentage based on growing need. Full funding would ensure that fresh, nutrient-rich produce and other healthy meal components are available to the partner agency pantries within each locality. Decreased funding would compromise our ability to purchase food for the 69 partner agency pantries that are a lifeline for the over 26,600 hungry of PD16 that were served last year.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

n/a

In particular, please describe in detail if any increase is sought for new positions or personnel.

n/a

Fredericksburg Regional Food Bank -

Collaborative Impact

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Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

The FRFB functions as a collaborative effort between Feeding America, local farmers, retail merchants, and our 69 partner agencies to end hunger in our community. Feeding America brokers contracts on behalf of all food banks to encourage merchants to donate food that would otherwise be destroyed. This collaboration, which accounts for approximately 30% of our inventory, allows the FRFB to distribute large quantities of resources to our partner agency pantries, while helping merchants rotate stock and receive formal donation receipts to account for their loss of sale.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

If our doors were closed, many of our partner agency pantries would not have the resources to feed the hungry of their community and would close their doors. Others would not have the capacity to perform quality control on food resources, and would resort to paying retail price for food for the hungry in their community. The FRFB feeds the hungry of Planning District 16, by working with partner agency pantries throughout the counties and cities in the district. The FRFB is a resource for our partner faith-based and member non-profit organizations to obtain the food they need to help keep food resources readily available for distribution to the hungry in their local communities. These agencies come to the FRFB to stock up on the seasonal produce, bakery items, canned goods, and other grocery items that are most needed for the people they serve. In short, the FRFB acts as a hub for resources, and our partner agency pantries distributes these resources in our community.

Fredericksburg Regional Food Bank -

Program Overview

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General Information

Program Name Pantry Distribution

Is this a new program? No

Program Contact

Name Mishelle A. Krogstad
Title Agency & Programs Director
Email mkrogstad@fredfood.org
Phone (540) 371-7666 x134

Program Purpose / Description

Provide an overview of this program

The Pantry Distribution Program has been the heart of the Fredericksburg Regional Food Bank (FRFB) since our original inception over thirty years ago. Today, the Pantry Distribution Program distributes millions of pounds of food to the hungry and working poor through 69 partner agency food pantries in our district. The FRFB fed nearly 27,000 people through our partner agency pantries last year. The Food Bank is a resource for our partner faith-based and member non-profit organizations to obtain the food they need to help keep food resources readily available for direct distribution to the hungry. Each week, the FRFB receives shipments of donated and purchased grocery items, including fresh produce, nonperishable food, and hygiene items. Partner agency pantries pick up these items to stock the shelves, ensuring there are readily available resources for the hungry in their communities.

Client Fees

Please describe the fees clients must pay for the services by this program.

Our partner agencies enter into agreements with the FRFB to share in the maintenance of the food distribution program and to never charge the hungry for food. "Shared maintenance" is an IRS accepted

term, denoting the fee charged on a per-pound basis to recoup a portion of our cost of food industry donated food. This amounts to less than 5% of the cost to provide the food. Feeding America, which oversees the nationwide network of food banks, allows the Fredericksburg Regional Food Bank to assess our partner agencies a shared maintenance fee of no more than \$0.19 per pound for nonperishable products such as canned food, hygiene items, and paper goods. We do not charge a shared maintenance fee for perishable products, such as meat, dairy, or produce. We do not receive state or federal funding; however, we do receive USDA commodities. There is never a shared maintenance fee for any USDA commodities distributed to our partner agency pantries.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request.

The Pantry Distribution Program is necessary because it provides ready access to food resources and USDA commodity distribution to those that are hungry. According to research provided through 2016 Map the Meal Gap data, there are 35,820 people struggling with food insecurity in PD 16. Approximately 41% (14,686 people) earn less than the SNAP income guideline of 130% poverty or less, and 15% (5,373 people) struggle between 130-185% of the poverty level. This means 56% of the food insecure residents of Planning District 16 or 20,059 people have access to emergency Federal food assistance programs such as SNAP, while 44%, the working poor, may not qualify for any form of assistance. The Meal Gap is the difference between what we can provide and what is needed to feed the hungry of our community. Each day there are 15,761 hungry and working poor, or 44% of our population for whom there is no government assistance and the Pantry Distribution Program is a vital food resource.

If this is a new program, be sure to include the benefits to the region for funding a new request.

n/a

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

The client base for this program is food-insecure individuals at or below 200% of the federal poverty level. We currently supply food and grocery items to 69 partner agency and program partners throughout PD 16, including 11 in Caroline, 15 in Fredericksburg, 4 in King George, 17 in Spotsylvania, and 13 in Stafford. Pantries are operated by non-profit and faith-based organizations that are available a variety of schedules during weekdays, evenings, and weekends, to provide consistent access to food. This allows food insecure families to receive assistance in their locality, and so on throughout PD16.

Each partner agency applies to become a part of the program. Once the site is approved, the agency is trained in food safety, civil rights, and how to utilize our client intake software to track services provided. Partner agencies agree to be monitored and share in the maintenance of the program.

If your program has specific entry or application criteria, please describe it here.

Each partner agency has their own guidelines for the individuals they feed. For example, some pantries require proof of residency, as they only feed those who reside in that county. Some have a "once a month only" serving policy. USDA pantries require a proof of income in order to receive assistance.

Fredericksburg Regional Food Bank -

Number of Individuals Served

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Localities

Please provide the actual numbers of individuals served in this program during FY2016 and the projected numbers of individuals to be served in FY2018.

Locality	FY2016 (Actual)	FY2018 (Projected)
Fredericksburg City	3,333	3,536
Caroline County	2,789	2,959
King George County	1,396	1,481
Spotsylvania County	9,629	10,217
Stafford County	5,368	5,695
Other Localities	4,170	4,424
Total	26,685	28,312

Fredericksburg Regional Food Bank -

Goals and Objectives

Goals

Goal:

Provide access to nutritious food to help improve nutrition for food insecure individuals and families in low-income and low-access communities.

Objectives	Objective Results	Year End	Baseline
Increase the amount of food distributed to clients through partner agency pantries by 3% from the previous year.	Total # Clients Served	26,685	28,311
	Total # Clients Achieved/Successful	0	28,311
	% Achieved / Successful	0	100
Increase the amount of produce distributed to each client through partner agency pantries to 20% of total distribution.	Total # Clients Served	26,685	28,311
	Total # Clients Achieved/Successful	0	28,311
	% Achieved / Successful	0	100

Outcomes Narratives

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

The Pantry Distribution program was unable to meet its goal of increasing the total pounds of food and hygiene items distributed by 5% due to a decrease in funds and donations to the FRFB in 2015. This resulted in a decrease in pounds of food available for the Pantry Assistance, and the program was only able to increase distribution by 1.3%. Our goal to increase the amount of produce distributed through partner agency pantries to 20% was almost met, as we reached 17%.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

With the closing of five Food Lions in our district, we will now be receiving 40,000 less pounds of donated food each year. The FRFB will seek to bridge the gap from that loss by fostering other relationships with retail donors, food drives, grants, and donations. We have reassessed the goals based on need, sustainability, and attainability, and to be client focused, rather than program focused.

If you are restating the goals or objectives for FY 2018, please include those here

Goal 1: Provide access to nutritious food to help improve nutrition for food insecure individuals and

families in low-income and low-access communities.

Objective 1a: Increase the amount of food distributed through partner agency pantries by 5% from the previous year.

Objective 1b: Increase the amount of produce distributed through partner agency pantries to 20% of total distribution.

Goal: Engage partner agency pantries in the fight to end hunger.

Objectives	Objective Results	Year End	Baseline
Add one partner agency pantry to provide an additional 28,509 pounds of food, or 23,7576 meals, to approximately 361 additional people in the community.	Total # Clients Served	26,685	28,311
	Total # Clients Achieved/Successful	20,091	28,311
	% Achieved / Successful	75.29	100
Ensure that 85% of partner agencies are trained and reporting client data through Link2Feed software in FY18.	Total # Clients Served	26,685	28,311
	Total # Clients Achieved/Successful	26,685	24,064
	% Achieved / Successful	100	85

Outcomes Narratives

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Link2Feed client software has been purchased and implemented at 57 of our 69 sites. This does not include new agencies that have recently joined the program or the few agencies that do not have the hardware to use the program and therefore must record date on paper. At this time, it is not feasible to have 100% of partner agencies using Link2Feed.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

The FRFB is actively seeking additional partner agencies to work with in order to serve the hungry of our district. Information has been sent out to several agencies, and the Agency & Programs Director has had meetings with possible partner agencies. Our new goal of 85% agencies trained and reporting in Link2Feed software reflects any new agencies that join the program and the few agencies that do not have the hardware to use the program and therefore must record data on paper.

If you are restating the goals or objectives for FY 2018, please include those here

Objective 2a: Provide 100% of partner agencies with equipment to engage their staff/volunteers in efficiently carrying out food distribution.

Objective 2b: Provide 100% of partner agencies with trainings in reporting client data through Link2Feed software.

Fredericksburg Regional Food Bank -

Program Budget

Please detail below the budget request for your program.

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Expenses

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Salary	499,880.00	504,684.00	559,553.00
Benefits	134,967.00	136,265.00	151,079.00
Operating Expenses	6,785,688.00	7,142,829.00	7,272,884.00
Capital Expenses	106,000.00	136,000.00	160,000.00
Total	7,526,535.00	7,919,778.00	8,143,516.00

Revenues

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Caroline	0.00	0.00	5,909.00
Fredericksburg	5,000.00	5,000.00	12,779.00
King George	2,658.00	2,658.00	2,678.00
Spotsylvania	0.00	0.00	35,900.00
Stafford	12,625.00	12,625.00	17,920.00
United Way	0.00	0.00	20,000.00
Grants	207,570.00	219,175.00	230,000.00
Client Fees	266,086.00	276,000.00	289,800.00
Fundraising	458,107.00	519,342.00	424,247.00
Other (Click to itemize)	6,574,489.00	6,884,978.00	7,104,283.00
Total	7,526,535.00	7,919,778.00	8,143,516.00

Surplus / Deficit

	FY 2016 Actual	FY 2017 Budgeted	FY 2018 Requested
Surplus or Deficit	0.00	0.00	0.00