

Regional Funding

Fiscal Year 2019 - Partner Funding Application

Fredericksburg Regional Food Bank

Agency Information

General Information

Agency Name Fredericksburg Regional Food Bank
Physical Address 3631 Lee Hill Drive, Fredericksburg, VA, 22408, U.S.A.
Mailing Address PO Box 1006
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 35

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
Fredericksburg
King George
Spotsylvania
Stafford

Collaborative Impact

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

There are over 35,000 residents in our community that struggle with hunger and food insecurity every day. The Fredericksburg Regional Food Bank is the food hub for PD16. Weekly, 70 partner agency food pantries come to our warehouse to obtain the food and grocery items they need to stock their pantry shelves. If the FRFB's 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. The Fredericksburg Regional Food Bank is maintained through a collaborative effort between Feeding America, local farmers, retail donors, volunteers, and our 70 agency partners to end hunger in our community. Feeding America brokers contracts on behalf of 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 official 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 was to be dissolved the community would be negatively impacted. To shut down the FRFB or combine it and reduce the effectiveness of our programs would be catastrophic to the over 35,000 men, women, children seniors, disabled, and veterans who depend on the FRFB to have enough food to ensure their basic needs are maintained.

Community Impact

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

Example 1

In FY17, through the planning efforts of the Fredericksburg Regional Food Bank and local retail partners 2,079,986 pounds of food was reclaimed. This food includes nutritious produce, dairy, and bakery items, which would otherwise have been destroyed and wasted. Instead these resources were available to our partner agency pantries and made available to the hungry of our community, resulting in 1,733,323 meals distributed to those in need.

Example 2

"The people I feed are so used to fast food, sweets, and empty calories. This fresh fruit is such a blessing!" Yvonne Lee is the pastor's wife at Beulah Baptist Church, one of our faith-based partner agency food pantries in Caroline County. Today, she is loading her truck with watermelons and other fresh fruit to take back to feed the hungry of her community. Yvonne shares that when her church first opened its food pantry, she was disheartened by the amount and quality of food they were able to offer the hungry that came for help. Then they became a partner agency with the Fredericksburg Regional Food Bank. "Fruits and vegetables are so important for all ages, but especially for the elderly, people with health problems, and children who come to us for assistance. We don't just want them to leave with food--we want them to leave with good quality food."

Example 3 (Optional)

Laura has four children, and three of them have special needs. Her husband is one of the working poor of

our area. He works in construction and when the weather is bad or when there is no work, he goes without a paycheck. He is looking for more stable employment, but until then the family's only source of reliable income is the Social Security they receive for the children. Thanks to the fresh produce and other healthy meal components from the Mobile Pantry Laura says, "We don't have to stress so much about our budget. We have good food on the table for our kids. It is a blessing."

Fredericksburg Regional Food Bank

Agency Budget Narrative

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: Five 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 refrigerated box 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.

Three employees resigned in FY17, and two full time employees were hired in their place. One part time person transitioned to full time, and an additional part time person was hired. Therefore those expenses were added 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

Fredericksburg Regional Food Bank

Agency Total Budget

In the boxes below provide an overview of the administrative costs associated with your total agency budget.

Expenses

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------|-----------------------|-------------------------|----------------|
| Salary | 1,010,217.00 | 1,135,576.00 | 1,193,727.00 |
| Benefits | 188,216.00 | 206,542.00 | 219,067.00 |
| Operating Expenses | 503,687.00 | 649,321.00 | 783,885.00 |
| Capital Expenses | 90,561.00 | 298,000.00 | 360,000.00 |
| Other Expenses | 7,655,712.00 | 7,502,857.00 | 7,655,712.00 |
| Total | 9,448,393.00 | 9,792,296.00 | 10,212,391.00 |

Revenues

Please include revenue associated with your entire organization. This section represents the TOTAL revenue your organization is receiving. The revenue associated with specific programs will be listed within your program budgets; this section represents total revenues. (For example if your organization requests funding for multiple programs the total amount requested from each locality or other entities goes within this section)

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------------|-----------------------|-------------------------|----------------|
| Caroline | 4,834.00 | 5,500.00 | 21,686.00 |
| Fredericksburg | 6,800.00 | 6,900.00 | 19,973.00 |
| King George | 2,698.00 | 8,110.00 | 9,461.00 |
| Spotsylvania | 0.00 | 0.00 | 60,665.00 |
| Stafford | 12,625.00 | 15,221.00 | 29,561.00 |
| United Way | 15,000.00 | 0.00 | 50,180.00 |
| Grants | 210,825.00 | 315,866.00 | 485,256.00 |
| Client Fees | 281,600.00 | 295,680.00 | 295,680.00 |
| Fundraising | 2,098,076.00 | 1,915,792.00 | 1,901,929.00 |
| Other (Click to itemize) | 6,884,978.00 | 7,229,227.00 | 7,338,000.00 |
| Total | 9,517,436.00 | 9,792,296.00 | 10,212,391.00 |

Surplus / Deficit

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--|-----------------------|-------------------------|----------------|
|--|-----------------------|-------------------------|----------------|

| | | | |
|--------------------|-----------|------|------|
| Surplus or Deficit | 69,043.00 | 0.00 | 0.00 |
|--------------------|-----------|------|------|

Fredericksburg Regional Food Bank

Locality Information

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 FY17, the FRFB provided hunger-relief to 3,547 unduplicated food-insecure Caroline County residents. The retail value of food provided to Caroline County residents through our partner agency pantries and programs was over \$730,574, or 10% of food distributed. This total breaks down to Caroline County residents benefiting from \$147,403 worth of food through Mobile Pantry, \$250,746 worth of food through Food For Life/Brown Box (FFL) meal boxes, and \$294,184 worth of food from Pantry Distribution. This equates to hungry Caroline County residents receiving 351,914 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$24,686 or 3% of the cost to provide food to Caroline County, which will aid program development and provide approximately 49,372 nourishing meals to food insecure residents next year.

City of Fredericksburg

In FY17, the FRFB provided hunger-relief to 4,302 unduplicated food-insecure City of Fredericksburg residents. The retail value of food provided to Fredericksburg residents through our partner agency pantries and programs was over \$1,254,722, or 17% of food distributed. This total breaks down to Fredericksburg residents benefiting \$20,552 worth of food through Mobile Pantry, from \$246,917 worth of food through Food For Life/Brown Box (FFL) meal boxes, and \$799,414 worth of food from Pantry Distribution. This equates to hungry Fredericksburg residents receiving 604,394 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$19,973 or 1.6% of the cost to provide food to Caroline County, which will aid program development and provide approximately 39,946 nourishing meals to food insecure residents next year.

King George County

In FY17, the FRFB provided hunger-relief to 1,625 unduplicated food-insecure King George County residents. The retail value of food provided to King George County residents through our partner agency pantries and programs was over \$333,061, or 5% of food distributed. This total breaks down to King George County residents benefiting from \$96,565 worth of food through Mobile Pantry, \$37,060 worth of food through Food For Life/Brown Box (FFL) meal boxes, and \$185,693 worth of food from Pantry Distribution. This equates to hungry King George County residents receiving 160,434 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$9,461 or 2.8% of the cost to provide food to King George County, which will aid program development and provide approximately 18,922 nourishing meals to food insecure residents next year.

Spotsylvania County

In FY17, the FRFB provided hunger-relief to 12,347 unduplicated food-insecure Spotsylvania County residents. The retail value of food provided to Spotsylvania County residents through our partner agency

pantries and programs was over \$3,162,731, or 43% of food distributed, by far the highest of any of the counties in PD16. This total breaks down to Spotsylvania County residents benefiting from \$110,717 worth of food through Mobile Pantry, \$218,463 worth of food through Food For Life/Brown Box (FFL) meal boxes, and \$2,073,853 worth of food from Pantry Distribution. This equates to hungry Spotsylvania County residents receiving 1,523,473 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$60,665 or 1.9% of the cost to provide food to Spotsylvania County, which will aid program development and provide approximately 121,330 nourishing meals to food insecure residents next year.

Stafford County

In FY17, the FRFB provided hunger-relief to 6,038 unduplicated food-insecure Stafford County residents. The retail value of food provided to Stafford County residents through our partner agency pantries and programs was over \$1,281,914 or 18% of food distributed. This total breaks down to Stafford County residents benefiting from \$164,012 worth of food through Mobile Pantry, \$103,632 worth of food through Food For Life/Brown Box (FFL) meal boxes, and \$896,946 worth of food from Pantry Distribution. This equates to hungry Stafford County residents receiving 617,492 meals through FRFB feeding programs.

As the need for food assistance grows, so does the need for funding. We request \$29,561 or 2.3% of the cost to provide food to Stafford County, which will aid program development and provide approximately 59,122 nourishing meals to food insecure residents next year.

Fredericksburg Regional Food Bank - Pantry Distribution

Program Overview

You may save your work at any time by clicking on the "Save My Work" link/icon at the bottom or top of the page.

When you have completed all questions on the form, select the "Save My Work and Mark as Completed" link/icon at the bottom or top of this page.

You may also SWITCH between forms in this application by using the SWITCH FORMS feature in the upper right corner. When switching forms, any updates to the existing form will automatically be saved.

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 35 years ago. Today, the Pantry Distribution Program distributes millions of pounds of food to the hungry and working poor through 70 partner agency food pantries in our district. The FRFB fed nearly 31,000 people the equivalent of 2.4 million meals through our partner agency pantries last year. The food bank is the food hub for PD16, functioning to provide our partner faith-based and member non-profit organizations with the resources available needed to stock their pantries. Each week, the FRFB receives shipments of donated and purchased grocery items, including fresh produce, nonperishable food, and hygiene items. Partner agency pantries come to the FRFB to select items that will best meet the needs of those they serve through their pantries in their local 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 shared cost on a per-pound basis to recoup a portion of our cost of maintaining the warehouse. 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. As the food hub for PD16, we currently supply food and grocery items for 70 partner agency and program partners, including 6 in Caroline, 17 in Fredericksburg, 6 in King George, 20 in Spotsylvania, 19 in Stafford, and 2 in Locust Grove. 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 convenient access to food assistance in their local communities.

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 its own guidelines for the individuals it feeds. 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 - Pantry Distribution

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

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 decrease our ability to purchase food for the 70 partner agency pantries that are a lifeline for the nearly 31,000 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 - Pantry Distribution

Program Specific Budget

Please provide your program specific budget below.

Expenses

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------|-----------------------|-------------------------|----------------|
| Personnel | 487,613.00 | 559,553.00 | 559,000.00 |
| Benefits | 129,410.00 | 159,079.00 | 184,437.00 |
| Operating Expenses | 6,776,832.00 | 7,272,884.00 | 8,750,954.00 |
| Capital Expenses | 90,561.00 | 160,000.00 | 160,000.00 |
| Total | 7,484,416.00 | 8,151,516.00 | 9,654,391.00 |

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------------|-----------------------|-------------------------|----------------|
| Caroline | 0.00 | 0.00 | 5,909.00 |
| Fredericksburg | 5,000.00 | 5,000.00 | 12,779.00 |
| King George | 2,698.00 | 2,678.00 | 2,678.00 |
| Spotsylvania | 0.00 | 0.00 | 35,900.00 |
| Stafford | 12,625.00 | 15,221.00 | 17,920.00 |
| United Way | 0.00 | 0.00 | 20,000.00 |
| Grants | 282,069.00 | 230,000.00 | 230,000.00 |
| Client Fees | 237,870.00 | 289,800.00 | 289,800.00 |
| Fundraising | 1,377,347.00 | 437,679.00 | 424,247.00 |
| Other (Click to itemize) | 5,566,807.00 | 7,171,138.00 | 8,615,158.00 |
| Total | 7,484,416.00 | 8,151,516.00 | 9,654,391.00 |

Surplus / Deficit

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

Fredericksburg Regional Food Bank - Pantry Distribution

[View Diagram](#) Goals and Objectives

Goals

Goal:

Serving as the food hub for PD16, provide access to food for hungry individuals and families.

| Objectives | Objective Results | Year End | Baseline |
|---|-------------------------------------|----------|----------|
| Increase the amount of food distributed to clients through partner agencies in FY18 by 10% from the previous year. | Total # Clients Served | 26,685 | 31,605 |
| | Total # Clients Achieved/Successful | 26,685 | 31,605 |
| | % Achieved / Successful | 100 | 100 |
| Increase the percentage of produce in FY18 to 22% of total food distributed through partner agencies. | Total # Clients Served | 26,685 | 31,605 |
| | Total # Clients Achieved/Successful | 26,685 | 31,605 |
| | % 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 objectives 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

With the closing of 5 Food Lions in our district, the FRFB will now be receiving 40,000 less pounds of donated food each year. The FRFB seeks to bridge the gap from this loss by seeking other relationships with retail donors. The FRFB also actively seeks out grant opportunities, as well as depending on donations and food drives. We have reassessed our goals based on need, sustainability, and attainability and are always focused on the needs of the hungry of PD16, rather than program-focused.

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

n/a

Goal:

As the food hub for PD16, the FRFB will engage partner agency pantries in the fight to end hunger.

| Objectives | Objective Results | Year End | Baseline |
|---|-------------------------------------|-----------------|-----------------|
| Add four new agency pantries to provide additional support to the hungry of PD16. | Total # Clients Served | 26,685 | 31,605 |
| | Total # Clients Achieved/Successful | 20,091 | 31,605 |
| | % Achieved / Successful | 75.29 | 100 |
| Ensure that 85% of partner agencies are trained and reporting service insights through Link2Feed software in FY18. | Total # Clients Served | 26,685 | 31,605 |
| | Total # Clients Achieved/Successful | 21,882 | 26,864 |
| | % Achieved / Successful | 82 | 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

The FRFB currently has 70 partner agency pantries, therefore that goal has been achieved. Of those pantries, 100% are currently reporting service insights, but only 82% are able to self-report through Link2Feed software. This is due to issues with a lack of computers, internet, or volunteers at these pantries. The FRFB is seeking to assist these pantries through grant funding to provide computers and internet, as well as recruiting volunteers.

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

Per our mission to feed the hungry through a community-wide network of partner agencies and engage our community in the fight to end hunger, the FRFB seeks to expand our network by four in FY18.

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

Ensure that 85% of partner agencies are trained and reporting service insights through Link2Feed software in FY18.

Fredericksburg Regional Food Bank - Pantry Distribution

Number of Individuals Served

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 | FY2017 (Actual) | FY2019 (Projected) |
|---------------------|------------------------|---------------------------|
| Fredericksburg City | 4,302 | 4,474 |
| Caroline County | 3,547 | 3,689 |
| King George County | 1,625 | 1,690 |
| Spotsylvania County | 12,347 | 12,841 |
| Stafford County | 6,038 | 6,280 |
| Other Localities | 3,126 | 3,251 |
| Total | 30,985 | 32,225 |

Fredericksburg Regional Food Bank - Pantry Distribution

Collaborative Impact

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 70 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.

The FRFB is the food hub for Planning District 16, feeding the hungry by working with partner agency pantries throughout the counties and cities in the district. 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. As a food hub, the FRFB is the primary food resource for our partner faith-based and member non-profit organizations, performing quality control, sourcing and stocking food resources. The partner 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 the nerve center of PD16 for resources and our partner agency pantries distribute these resources in their local community.

Fredericksburg Regional Food Bank - Mobile Pantry

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 physical and economic barriers that make it difficult to secure enough food to meet their nutritional needs. Data from our 11 sites shows 52% of the 3,775 people served in FY17 earned less than \$1,000 per month, and 32% had an income range of \$1,001 and \$2,000 per month. This means that the majority of Mobile Pantry clients are at 100% of the government defined income guidelines for poverty and struggle with hunger and food insecurity.

Regional funding is absolutely crucial to meet the needs of the hungry in PD16. Factoring in the costs associated with living in PD16, the MIT Living Wage Calculator determined the hourly rate one must earn to support themselves requires hourly earnings ranging from \$11.23 in Caroline to \$14.35 in Stafford, Spotsylvania, and Fredericksburg. With the minimum wage rate at \$7.25, our clients rely on the Mobile Pantry to help bridge the gap between what they 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 11 established sites, including three in Stafford, three in Spotsylvania, three 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 11 Mobile Pantry sites there are no requirements to receive food. Anyone who comes to the Mobile Pantry sites on distribution days, will receive assistance. At the Meadow Event site in Caroline County and King George DSS site, participants must meet USDA poverty guidelines to receive assistance.

Fredericksburg Regional Food Bank - Mobile Pantry

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

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. Need continues to grow, with the number of people receiving assistance through the Mobile Pantry increasing dramatically since last year. With our additional Mobile Pantry opening in Caroline, the number of people who received food assistance increased over 11% in the program from FY16 to FY17. 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 - Mobile Pantry

Program Specific Budget

Please provide your program specific budget below.

Expenses

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------|-----------------------|-------------------------|----------------|
| Personnel | 24,919.00 | 28,164.00 | 29,000.00 |
| Benefits | 6,270.66 | 7,601.00 | 7,981.00 |
| Operating Expenses | 55,910.44 | 52,888.00 | 68,492.00 |
| Capital Expenses | 0.00 | 0.00 | 0.00 |
| Total | 87,100.10 | 88,653.00 | 105,473.00 |

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------------|-----------------------|-------------------------|----------------|
| Caroline | 4,834.00 | 5,500.00 | 4,834.00 |
| Fredericksburg | 0.00 | 0.00 | 354.00 |
| King George | 0.00 | 2,697.00 | 4,048.00 |
| Spotsylvania | 0.00 | 0.00 | 6,982.00 |
| Stafford | 0.00 | 0.00 | 4,802.00 |
| United Way | 15,000.00 | 0.00 | 16,500.00 |
| Grants | 25,000.00 | 2,500.00 | 26,250.00 |
| Client Fees | 0.00 | 0.00 | 0.00 |
| Fundraising | 42,266.10 | 77,956.00 | 41,703.00 |
| Other (Click to itemize) | 0.00 | 0.00 | 0.00 |
| Total | 87,100.10 | 88,653.00 | 105,473.00 |

Surplus / Deficit

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

Fredericksburg Regional Food Bank - Mobile Pantry

[View Diagram](#) Goals and Objectives

Goals

Goal:

Provide access to nutritious food for hungry individuals and families in low income and low access communities.

| Objectives | Objective Results | Year End | Baseline |
|---|-------------------------------------|----------|----------|
| Increase the amount of food distributed through Mobile Pantry in FY18 by 5% to 314,816 pounds of food or 629,632 meals distributed through PD16. | Total # Clients Served | 2,260 | 3,964 |
| | Total # Clients Achieved/Successful | 0 | 3,964 |
| | % Achieved / Successful | 0 | 100 |
| Increase percentage of produce in FY18 to 18% of total food distributed equaling approximately 14 lbs. per person. | Total # Clients Served | 2,260 | 3,964 |
| | Total # Clients Achieved/Successful | 0 | 3,964 |
| | % 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

Because the FRFB did not receiving the necessary grant funding for fresh produce we were unable to purchase the amount of produce and food we had hoped for the Mobile Pantry in FY16 . However, with improved grant funding in FY17, we were able to offer produce as 17% of total distribution, with an overall increase of food distribution increasing by 44%.

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 Mobile Pantry growing dramatically in FY17, our priority is to increase both the amount of food we can provide and the quality of food we can distribute to the hungry of our community. Therefore, our goal is to increase the amount of locally sourced, fresh produce we distribute at our Mobile Pantry sites.

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

n/a

Goal:

Efficiently identify and provide Mobile Pantry service to areas in PD16 with the highest need.

| Objectives | Objective Results | Year End | Baseline |
|---|-------------------------------------|-----------------|-----------------|
| Use Link2Feed client intake software at 100% of Mobile Pantry sites in FY18 to accurately gain service insights. | Total # Clients Served | 3,395 | 3,964 |
| | Total # Clients Achieved/Successful | 3,395 | 3,964 |
| | % Achieved / Successful | 100 | 100 |
| Add at least one Mobile Pantry site in FY18 in an accessible distribution area in order to serve the hungry of PD16. | Total # Clients Served | 3,395 | 3,964 |
| | Total # Clients Achieved/Successful | 3,395 | 3,964 |
| | % 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 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

Now that Link2Feed is purchased and we have a small laptop with Mifi for each site, our goals are to continue to grow this program. In FY17, a new Mobile Pantry Site was added in Caroline County at Meadow Event Park. We are now looking for additional sites in order to serve more people in rural areas and areas with limited access to food sources.

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

Add at least one Mobile Pantry site in FY18 in an accessible distribution area in order to serve the hungry of PD16.

Fredericksburg Regional Food Bank - Mobile Pantry

Number of Individuals Served

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 | FY2017 (Actual) | FY2019 (Projected) |
|---------------------|------------------------|---------------------------|
| Fredericksburg City | 88 | 97 |
| Caroline County | 856 | 863 |
| King George County | 554 | 609 |
| Spotsylvania County | 660 | 726 |
| Stafford County | 1,036 | 1,140 |
| Other Localities | 581 | 639 |
| Total | 3,775 | 4,074 |

Fredericksburg Regional Food Bank - Mobile Pantry

Collaborative Impact

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 11 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, Meadow Event Park in Caroline, and at an apartment complex outside the military base at Dahlgren.

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 FY17 the Mobile Pantry distributed 299,825 pounds, or the equivalent of 249,854 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 - Food for Life

Program Overview

You may save your work at any time by clicking on the "Save My Work" link/icon at the bottom or top of the page.

When you have completed all questions on the form, select the "Save My Work and Mark as Completed" link/icon at the bottom or top of this page.

You may also SWITCH between forms in this application by using the SWITCH FORMS feature in the upper right corner. When switching forms, any updates to the existing form will automatically be saved.

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, 50% are living on less than \$1,000 a month and 97% are living on \$2,000 a month or less, 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 - Food for Life

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

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 4.25% from feeding 2,260 hungry elderly and disabled in our community in FY16 to 2,356 people in FY17. 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.

An increase is not being requested.

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

n/a

Fredericksburg Regional Food Bank - Food for Life

Program Specific Budget

Please provide your program specific budget below.

Expenses

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------|-----------------------|-------------------------|----------------|
| Personnel | 18,088.00 | 16,214.00 | 19,000.00 |
| Benefits | 4,540.83 | 4,378.00 | 5,010.00 |
| Operating Expenses | 63,166.75 | 105,018.00 | 101,600.00 |
| Capital Expenses | 0.00 | 0.00 | 0.00 |
| Total | 85,795.58 | 125,610.00 | 125,610.00 |

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

| | FY 2017 Actual | FY 2018 Budgeted | FY 2019 |
|--------------------------|-----------------------|-------------------------|----------------|
| Caroline | 0.00 | 0.00 | 10,943.00 |
| Fredericksburg | 1,800.00 | 1,900.00 | 6,840.00 |
| King George | 0.00 | 2,735.00 | 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 | 13,425.00 | 30,000.00 | 37,500.00 |
| Client Fees | 0.00 | 0.00 | 0.00 |
| Fundraising | 70,570.58 | 90,975.00 | 29,290.00 |
| Other (Click to itemize) | 0.00 | 0.00 | 0.00 |
| Total | 85,795.58 | 125,610.00 | 125,610.00 |

Surplus / Deficit

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

[View Diagram](#) Goals and Objectives

Goals

Goal:

Low-income elderly and disabled PD16 residents will have consistent access to fresh produce and hygiene items to promote healthy living.

| Objectives | Objective Results | Year End | Baseline |
|--|-------------------------------------|----------|----------|
| Each FFL client will receive 2 lbs. of hygiene items (body wash, shampoo, toilet paper) with every delivery. | Total # Clients Served | 2,260 | 2,427 |
| | Total # Clients Achieved/Successful | 378 | 2,427 |
| | % Achieved / Successful | 16.73 | 100 |
| Increase percentage of produce in FY18 to 17% of total food distributed, equaling approximately 36 lbs. per person (or 3.5 lbs. per box). | Total # Clients Served | 2,260 | 2,427 |
| | Total # Clients Achieved/Successful | 2,260 | 2,427 |
| | % 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

We projected that we could provide 2 lbs. of hygiene items in FY16, however due to a lack of funding hygiene items were sacrificed in favor of providing food. Our produce 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 FFL program is continuing to grow and it is more important than ever that we provide hygiene items, which are not provided by SNAP to our clients. Additionally, as our program grows we seek to continue to provide the fresh produce that is so vital to ensuring the health of our clients.

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

Each FFL client will receive 2 lbs. of hygiene items (body wash, shampoo, toilet paper) with every delivery.

Goal: Provide each FY18 client with a structured box of nutritious supplemental food.

| Objectives | Objective Results | Year End | Baseline |
|--|-------------------------------------|-----------------|-----------------|
| Provide FY18 clients with a structured box that includes a breakfast, lunch, dinner, and a snack. | Total # Clients Served | 2,260 | 2,427 |
| | Total # Clients Achieved/Successful | 2,034 | 2,427 |
| | % Achieved / Successful | 90 | 100 |
| Provide FY18 clients with 4 lbs. of dairy and bread with each FFL box. | Total # Clients Served | 2,260 | 2,427 |
| | Total # Clients Achieved/Successful | 1,808 | 2,427 |
| | % Achieved / Successful | 80 | 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 objectives were completed.

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

FFL has accomplished our previous goals of 90% of 2016 clients reporting through client surveys that a)the program has helped stretch their monthly food budget and b) 75% or more of the FFL clients report that they "really like" the items that they receive each month on the 2016 survey (actual results 80%). 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 4 pounds of dairy and bakery items. Our goal is to provide high quality, supplemental food to this vulnerable population.

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

n/a

Fredericksburg Regional Food Bank - Food for Life

Number of Individuals Served

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 | FY2017 (Actual) | FY2019 (Projected) |
|---------------------|------------------------|---------------------------|
| Fredericksburg City | 431 | 457 |
| Caroline County | 413 | 438 |
| King George County | 154 | 164 |
| Spotsylvania County | 622 | 660 |
| Stafford County | 258 | 274 |
| Other Localities | 478 | 507 |
| Total | 2,356 | 2,500 |

Fredericksburg Regional Food Bank - Food for Life

Collaborative Impact

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 twenty program partners (partner agencies) and a large network of volunteers, who are crucial to the success of the program. 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. FFL provides the elderly in disabled in our community with access to nutritious food and household 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 are the food hub for PD16 and 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. Since the FRFB provides 100% of the resources for the 20 partner agencies who depend on our resources, it would be catastrophic, as they would be unable to provide clients. For a population already in fragile health, removing this source of sustainable nutrition would be devastating. They would suffer the burden financially by losing these resources, and losing the community connection that is so valuable. In FY17, we served 2,356 elderly and disable residents through FFL. In short, if FFL was not available, our clients' lives would be compromised physically, emotionally, and financially.