**Focus Area Fund Grant Application**

*sample grant*

**Organization Information**

Current Year

2022

Legal Name of Organization

Glade Park Food Pantry

Preferred Name of Organization

Country Food Pantry

Organization Type *(select from dropdown)*

501(C)(3)/509(a)

In which Western Slope region are you located? [Click here to see the map.](https://rmhealth.org/wp-content/uploads/2021/06/RMHF-Map.png)

Mesa

9-Digit FEIN

84-0000000

Website

countryfoodpantry.org

Year Founded

1980

Briefly, tell us about the history of your organization. *(100-word limit)*

Country Food Pantry (CFP) has been providing emergency food access for this rural community since 1978. In 43 years, CFP has been in over six different rental locations, and while locations have changed and service models evolved to meet the current context, the core mission of the organization has stayed the same. For most of the organization’s history, it has been a volunteer-powered operation, perishable foods and food rescue operations have only become a part of the model within the last four years. Currently, CFP employs one full-time Executive Director, a part-time volunteer coordinator, and a part-time program assistant.

Funding Request

What is the amount of your request? (Round to the nearest thousand. For example, $29,000, not $28,700).

$25,000

What is your organization’s mission? *(100-word limit)*

The mission of CFP is to provide a short-term supply of nutritious food and access to available hunger relief resources to any Glade Park community member experiencing need. We believe no one should go hungry or have to choose between paying bills or nourishing their families.

With which priority are you most closely aligned *(select from dropdown (Basic Needs, Behavioral Health, Physical Health)*

Basic Needs

Select subcategory from dropdown. *(Options will vary depending on the Priority Area selected above. Choose the best fit)*

Food

What is the need this grant will address? *(500-word limit)*

Recent studies show that since COVID-19, 1 in 3 Coloradans are struggling with hunger (not always having enough food to eat.) Mesa County School District has over 50% Free & Reduced Lunch rates, and the Mesa County Accountable Health Communities surveys have found that food is the highest health-related social need among Medicaid/Medicare clients. Hunger is a real issue in our community, and it is a symptom of larger socio-economic issues at play. While needs skyrocketing during the global pandemic, Mesa County is now experiencing unprecedented growth and the cost of living continues to outpace high paying jobs, especially for those who have a less specialized skill set or education level. Affordable housing is a growing issue, as is the ever-increasing cost of gas; while we are recovering from the pandemic, it will take many people a long time to get back on their feet.

What services/activities do you provide to meet that need? *(260-word limit)*

CFP provides a minimum of three days’ worth of emergency food for every household member to help people in crisis. However, with an increase in food rescue operations and additional COVID-19 rapid response food sources such as the Coronavirus Food Assistance Program (CFAP, or Farmers to Families program), CFP has been consistently providing 5-7 days’ worth of food for every individual served. The suggested usage limit of 12 times per year, but nobody in need is ever turned away. Our emergency food access programs remain needs-based and there are no financial requirements to receive assistance.

The food pantry is open every Mon/Tues/Thurs from 12:30 - 5:30pm, making the food pantry a consistent resource for anyone living in Glade Park needing nutritious food assistance. We run a full-choice pantry program where clients can choose what works best for their needs. In 2020 CFP launched a home delivery program where clients submit a request at the beginning of the week, and volunteer drivers deliver food boxes to clients on Thursday evenings and Friday afternoons. Clients in need of this service have no access to transportation, are unable to make it during the food pantry hours or are struggling with long-term illness or disability. Transportation barriers and costs are one of the most common attributing factors we see from clients requesting food assistance. CFP provides nutritious food to anyone in Glade Park in an equitable, barrier-free model to ensure that no one goes hungry in our rural community.

We believe it's important to listen to the people you serve and learn from the wisdom of their lived experiences. How have you incorporated participant voice in the design and delivery of your services/activities? *(260-word-limit)*

In 2021, we used an anonymous client survey to determine needs and priorities of food pantry clients, and to identify how well our pantry met those needs. Survey items included questions around 1) categories of food clients most wanted at their visit (from a list of 18 food categories), 2) food pantry use, 3) amount of food obtained at the food pantry, 4) food insecurity, 5) other food assistance used, 6) chronic disease, and 7) demographics. Descriptive analyses compared client priorities for foods and services with how often they were available at the pantry.

Of the 8,000 surveys distributed, 4,321 responded, representing 54%. Most measures of food pantry use were consistently high across the years; about three-quarters of clients had been visiting the pantry for a year or more. In 2021, 85% of clients said it was important to have fresh fruits and vegetables, but only 52% said these were always available. About two-thirds had a household member with a diet-related chronic disease. The ability to choose their own foods was clients’ top priority. Results suggest the importance of continued monitoring of clients’ needs and priorities.

What changes have you made based on their input? *(260-word-limit)*

Learning from client input, we made three major changes to our processes:

1. we now offer client choice for pantry items, vs a pre-selected, standard ‘food box’.
2. to address needs of clients with chronic diseases such as diabetes and heart disease (the two most common responses), we now stock more fresh fruits and vegetables, whole grains, and nondairy products.
3. culture-specific foods such as tortillas and pinto beans are now always available

As a result of your work, what change(s) you expect to see for the people you serve? *(260-word limit)*

Our primary outcome for our clients is to relieve the immediate burden of food costs and increase access to nutritious foods. We also address long-term food insecurity needs by linking clients up to available resources such as SNAP/WIC, housing/utilities assistance, healthcare and mental health provider, etc. Our goal is to help clients meet their additional needs by providing a stop-gap measure of free food to prevent them from slipping further into poverty, illness, or homelessness.

Food insecurity has both immediate and long-term consequences for health, wellness, and mental health. CFP is committed to helping provide healthy, well-rounded food options advised by partner nutritionists and dieticians and based on the USDA MyPlate guidelines. Food boxes include a variety of shelf-stable pantry items in addition to frozen meat, dairy, bread, and fresh fruits and vegetables. There is much research to link nutritional content to long-term health and mental wellbeing outcomes -- greatly reducing societal healthcare and supportive services costs. Unfortunately, healthy, whole foods are significantly more expensive than highly processed foods with limited nutritional value which is why many food pantry clients are also struggling with diet-related chronic illness such as diabetes, hypertension, cardiac disease, and obesity.

How do you know you are getting results? What things do you measure and what tools/instruments do you use to do so? *(260-word limit)*

Country Food Pantry evaluates program effectiveness through a variety of qualitative and quantitative methods. This includes utilizing Food Bank Manager, a proprietary database to track client service frequency, and demographic data. In addition to the Food Bank Manager database, CFP tracks monthly food inventory and donations through an excel spreadsheet system. In 2020, CFP distributed over 120,000 pounds of food (over 60 tons) to those in need. 57% of this food came from purchased/procured food (includes donated items from Food Bank of the Rockies and CFAP program), 30% came from food rescue operations, and 13% came from community food donations. This equates to over 100,000 meals serving over 8,000 individuals, with costs averaging just 29 cents/meal.

Qualitative data is measured through client surveys and interviews. This valuable evaluation data guides program design and implementation at every level. In 2021-2022, CFP and the Mesa County Hunger Alliance launched a community advisory committee as well to increase client voice in programmatic decision making and direction. With the first year of the current strategic plan recently completed at the end of May 2022, leadership is currently working to compile and evaluate recent outcomes for the adopted goals and objectives.

Describe your significant collaborations and efforts with other organizations to enhance your results. *(260-word limit)* Why do we ask this? This tells us that you know about other organizations in your field or community and are working together where possible to create efficiencies or enhance outcomes.

As a partner agency of the Western Slope Food Bank of the Rockies (FBR), the regional Feeding America distributor, CFP can procure wholesale foods at a greatly reduced cost. Donated bulk items, and fresh produce are often offered at no cost, or greatly reduced. CFP also purchases wholesale items like wheat and corn tortillas from La Milpa Tortilla Factory to provide additional whole grain options for clients and support local businesses. These partnerships allow CFP to provide nutritious foods at a very low cost to meet client need and improve nutritional outcomes.

Collaborations also include extensive referral relationships with Mesa County Public Health, Marillac Health, Rocky Mountain Health Plans, Mind Springs Mental Health, Meals on Wheels Mesa County, Riverside Education Center, Kids Aid, School District51, Catholic Outreach, Homeward Bound, Child & Migrant Services, Migrant Education Project, Project Protect and many more. These partnerships help keep clients from falling through the cracks and constitute a local network of service providers all working together to best meet client needs.

As a core member of the Mesa County Hunger Alliance (over 20 local hunger relief agencies), CFP and partners are working hard to achieve the goals and objectives recently adopted and released in the Mesa County Blueprint to End Hunger (www.endhungermesaco.org).

Share a client success story that illustrates the impact of your organization. *(260-word limit)*

A couple of months ago, a disabled veteran came through our line in tears and barely able to speak due to a speech impediment that was exacerbated by his stressful situation. He was a former firefighter and had been severely disabled during his armed service in Afghanistan -- he had four children, and while he received $3,000 in disability each month it simply was not enough to make ends meet since his wife was also his full-time caregiver. It was his wife's birthday; he had never had to ask for help before and felt ashamed requesting food assistance. Our team of volunteers loaded him up with nutritious food, gave him some resource information, and most importantly took time to connect with him and calm him down. We got his wife a big, beautiful birthday cake, and strongly encouraged him to access our programs in the future without any hesitation.

Just two weeks ago he came back in for another food box with a bright smile on his face. He looked energized and spoke without much difficulty, he asked for our director and relayed how grateful he was for our assistance and understanding during one of his darkest days. He explained how he had been able to work out disability back-pay with his VA rep, and that his family was doing so much better. This story illustrates how every client's situation is different; how providing food, resources, and human connection can help alleviate panic during a stressful time.

**Geographic Coverage**

What Western Slope County/Counties do you serve? Check all that apply, then provide your BEST ESTIMATE for the NUMBER of people served in each of those counties. *It is unrealistic to use the entire county population.*

Mesa - Estimate the number of people served

8,000

Total Served

8,000

Underserved, Vulnerable, and Marginalized Populations

Provide your BEST ESTIMATE for the PERCENTAGE of people you serve in each of the vulnerable, underserved, or marginalized groups below. The sum does NOT have to equal 100% since people may fall into multiple categories.

10 % People experiencing homelessness

85 % Uninsured/underinsured people (health insurance)

10 % Immigrant/migrant people

5 % People whose primary language is not English

10 % People identifying as LGBTQ+

0 % People experiencing sexual/physical abuse

0 % People with cognitive disabilities

5 % People with physical disabilities

1. % People with chronic health conditions

0 % People with mental health conditions

65 % People living on a low-income

*If you have entered a % for ‘low-income, this field will appear)* How do you define ‘low income?’ Examples: X% of FPL, Medicaid eligible, Free & Reduced lunch.

Country Food Pantry does not verify client income levels or require proof of income status to access food assistance programs. We utilize a client self-reported needs-based program and recognize that circumstances can change drastically with unforeseen expenses such as medical bills etc. To define low-income, we use the % of FPL metrics, as well as Medicaid, Free & Reduced lunch eligibility depending on the client or partner agency model (i.e. medical clinic or school program referrals).

Demographics

Why do we ask for demographic information? Equity is one of the Foundation’s core values. We support equity by identifying and helping to eliminate disparities that keep people from a healthy life. One indicator we consider is the demographic profile of the people you serve and especially how it compares to the ethnic profile of the community. Preference will be given to organizations that collect and use demographic data.

Provide your ACTUAL or BEST ESTIMATE numbers for the PERCENTAGE of clients served in each of the demographics below. The total in each section should equal 100%.

GENDER

Are the percentages for gender actual or estimated? *(select from dropdown)*

Estimated

56 % Women and Girls

43 % Men and Boys

1 % Non-binary

 0 % Unknown/Not Reported

 100 % This field will auto calculate. If it doesn't equal 100%, please check your entries.

AGE

Are the percentages for age actual or estimated? *(select from dropdown)*

Actual

10 % Children

13 % Youth

60 % Adults

17 % Older Adults

0 % Unknown/Not Reported

 100 % This field will auto calculate. If it doesn't equal 100%, please check your entries.

ETHNICITY/RACE

Are the percentages for ethnicity/race actual or estimated? *(select from dropdown)*

Actual

 0 % People of American Indian or Alaska Native ancestry

 3 % People of African ancestry

0 % People of Asian ancestry

 72 % People of European ancestry

 18 % People of Latin American ancestry

 0 % People of Middle Eastern/North African ancestry

 0 % People of Native Hawaiian or Pacific islander ancestry

 7 % Multiracial people

 0 % Unknown/Not Reported

 100 % This field will auto calculate. If it doesn't equal 100%, please check your entries.

For the next question, please refer to current DOLA demographic information [here](https://rmhealth.org/grant-making/for-funded-partners/).

Does the ethnic profile of the people you serve generally align with the demographics of the County/Counties represented?

No

*(If your answer is ‘no’ this field will appear)* If not, please tell us why. *(100-word limit)*

The demographics are slightly different for the Mesa County zip code that the Pantry serves, with a higher percentage European/white population that that of Mesa County overall. We are representative for this corner of the County, but not for the entire County.

If there is any other demographic information you feel is important to define who you serve, please tell us here. *(100-word limit)*

The community our food pantry serves is geographically isolated, nearly 15 miles from the nearest grocery store, and without mass transit options. Additionally, many of our clients are older adults who do not drive when weather conditions are inclement.

Volunteers

How do volunteers contribute time to your organization? *(100-word limit)*

Volunteers are the soul of the Community Food Bank operations; we simply could do our work without the efforts of our volunteers. Monday - Friday we have an average of 5 daily volunteer shifts from grocery rescue/food recovery drivers to warehouse sorters/packers, food pantry runners/shoppers, client intake interviewers, and home delivery drivers. Their annual efforts are the equivalent of 1 full-time staff with an estimated savings of over $50,000 to the annual operating budget (based on federally accepted in-kind hourly value for volunteer work at approx. $28/hour). Our volunteers are like family, and they truly make our operation tick.

Estimate the number of people who volunteered with your organization last year.

40

Estimate the total number of volunteer hours contributed last year.

2,000

Financial Information

What is your current organizational budget amount?

$325,000

How often does your Board review financials?

The Executive Committee reviews detailed financial statements each month and presents a summary to the full Board at their monthly meeting. The Board also receives complete monthly financial statements in their packet prior to the meeting, and there is time in the agenda to review in depth if desired.

As of your organization’s most recent financial statement, how many months of operations can be covered with available cash? This is the amount of cash and liquid investments that an agency has on hand that are not designated for specific purposes by the terms of government contracts, foundation grants or individual donor intent. Please include Board Designated Reserves: (Cash + savings + liquid investments) ÷ (total expenses ÷ 12). *Why do we ask this?* *We want to understand the stability of your funding sources and your ability to respond to unexpected situations.*

4

What is the level of your independent annual financial report? *(Select from dropdown.)*

Review

If needed, use this space to enter any clarifying comments regarding financial information or level of financial review.

We have a full audit every three years, a review in the other two.

Do your clients pay a fee? (select from dropdown)

No

*(if you answered ‘yes’ this field will appear)* What is your fee structure?

Financial Attachments

The following three attachments must be uploaded. Please provide what you typically share with your Board; you don’t need to create something just for this grant application.

**IMPORTANT:** You cannot upload documents that have a password on them. You will need to remove the password and then upload the document. If you don’t know the password, you can go to <https://smallpdf.com/unlock-pdf> and have it removed.

Current fiscal year’s Board-approved operating budget (both revenue and expenses) for the Organization.

\*For government entity, please provide the relevant Department budget; for fiscal sponsor, provide applicable program budget.

**Most recent budget-to-actuals (both revenue & expenses)** for the Organization.

\* If you are a **govt/school/ tribe/public entity**, please only provide information for the department submitting this request, not for the entire organization.

**Most recent balance sheet** for the Organization.

\*If you are a **govt/school/tribe/public entity**, please only provide information for the department submitting this request, not for the entire organization.

Digital Signature

Date Completed