

2025-27 Basic Needs Grant Application

sample grant

ORGANIZATION INFORMATION

Legal Name of Organization

Glade Park Food Pantry

Preferred Name of Organization

Country Food Pantry

County *(of primary location)*

Mesa

Region [Click here to see the map.](#)

Mesa

Organization Type *(select from dropdown)*

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

9-Digit FEIN

84-0000000

Website

countryfoodpantry.org

Year Founded

1980

Brief history of your organization *(100-word limit)*

Country Food Pantry (CFP) has been providing emergency food access for this rural community since 1980. In 45 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.

Mission Statement *(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.

IMPACT OF FUNDING LOSS OR INCREASED NEED

What impact (if any) has the recent cuts and/or reductions to federal, state, local, or foundation funding had to your organization and on the people receiving the critical services your organization provides? Please be as specific as possible (name of entity, type of funding, dollar amount of reduced funding, effective date of reduction, and % of increased need.) *(260 word limit)*

To date in 2025, we've lost three major federal funding sources: the USDA Local Food Purchase Assistance grant administered through Care and Share (\$17,000); USDA Local Food Purchase Assistance Plus grant administered by Happy Tummies Fdtn (\$16,400); CDHS Food Pantry Assistance Grant administered by Blueprint for Hunger

(\$25,000). These losses total \$58,400 or 25% of our food program budget. The reduced funding has significantly impacted the quality and quantity of food we are able to provide.

Please discuss both your short-term and long-term plan to respond to this loss of funding/increased need: Our short-term plan has meant we provide smaller quantities of food for food assistance and narrowed the reach of our summer food projects. Because grants to purchase food (cheese, meat, shelf-goods) are nearly nonexistent, we shifted a larger portion of unrestricted funds to purchase food. In the longer term, sustainability will require cuts or reductions to other parts of the budget, primarily personnel, and volunteer stipends. We will also develop our idea for a fundraising plan to reach out to local businesses to sponsor a # of families for a certain time period. Our intent is to put a face on hunger in Mesa County.

FUNDING REQUEST

Current Year

2025

What is the amount of your request? (Round your request to the nearest THOUSAND. For example, \$17,000 not \$16,789).
\$25,000

What community need does your organization address? (500-word limit)

Recent studies show that since the pandemic, 1 in 3 Coloradans are struggling with hunger (not always having enough food to eat.) School District 51 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. Needs skyrocketed during the 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 critical issue, as is the ever-increasing cost of food, gas and other basic needs.

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 the increased cost of groceries in general, 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 2022 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.

OUTCOMES: As a result of your work, what change(s) do you want to occur 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.

INDICATORS: How do you know you are getting results? What Key indicators of change 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 2024, 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 2025, leadership is currently working to compile and evaluate outcomes for each of our goals.

Describe your significant collaborations and efforts with other organizations to enhance your results. (260-word limit)

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 Mesa 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 needs and improve nutritional outcomes.

Collaborations also include extensive referral relationships with Mesa County Public Health, PrimeHealth+, Rocky Mountain Health Plans, Meals on Wheels Mesa County, Riverside Education Center, Kids Aid, School District 51, Grand Valley Catholic Outreach, The Joseph Center, La Plaza, 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 in the Mesa County

Blueprint to End Hunger (www.endhungermesaco.org).

We believe it's important to listen to the people you serve and learn from the wisdom of their lived experiences. How do you elevate and integrate community/participant voice into your work? (260-word-limit)

In 2023, 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 2023, 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.

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

Share a client success story that illustrates the impact of your work. (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

How many people did you serve in your most recently completed fiscal year?

8000

What Western Slope county/counties do you currently serve? Check all that apply, then provide your BEST ESTIMATE for the PERCENTAGE of people you served from each of those counties.

Mesa 98%

Delta 2%

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

What % of the people you serve are living with low income?

100%

How do you define 'low income?' examples: SNAP eligible, free/reduced lunch, X% FPL (100-word limit)

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 eligibility, free & reduced lunch eligibility depending on the client or partner agency model (i.e. medical clinic or school program referrals).

FINANCIAL INFORMATION

What is the current budget amount for the overall organization?

\$325,000

How often does your Board review the organization's financial statements?

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.

Formula: (Cash + savings + liquid investments) divided by (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: audit, review, compilation, none)

Review

When does your fiscal year end? (example: December 31, June 30)

June 30

If needed, use this space to enter 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 yes/no from dropdown)*

No

(If you answer 'yes' this field will appear) **What is your fee structure?** *(100-word limit)*

The following 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.

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

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

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

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

3. Most recent balance sheet for the Organization.

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

4. Most recent IRS Form 990.

*If the organization is exempt from filing the 990, please upload a statement stating why. (example: organization is a church)

GRANT REPORT

Is your organization currently funded in the Basic Needs Cycle? *(select yes/no from dropdown. If Yes is selected, please complete the report for Year 3 of the 2022-24 grant.)*

1. What would you like to highlight about this past year (2025 YTD)? What are you most proud of?

We are immensely proud of our team's tough transition to an appointments model and completing our strategic planning process with strong community engagement and input. Our team also conducted a robust pilot program with two USDA sub-grants, while meeting outcome metrics for our immediate mission of direct nutritious food access. Along with everyone else who is feeling the pangs of inflation and rising food costs -- CFP saw an increase of 120% in food costs from 2023-24. It is incredible to see how resilient our organization has become, assessing the need to move to an appointments model for improved service and safety, while also doubling the number of food access visits in 2024 to help our neighbors weather the impact of food costs, reduction in SNAP benefits, and adjusting to our new appointments model.

2. Review the Outcomes from your grant application. Discuss how your actual outcomes

did or did not meet expectations as stated in your grant.

While we were concerned the appointments model would become a barrier, we worked together with our community and revised the process along the way to ensure those with emergencies did not go without -- we are serving as many people as before, if not more. CFP is meeting our anticipated outcomes, with actuals as follows: serving an average of around 200-250 service visits and nourishing an average of 600 duplicated individuals from 336 unduplicated households. We are distributing an average of 20-30,000 lbs of nutritious food every month, providing over 176,000 meals so far in FY2024-25. Our bilingual resource navigation team conducted over 600 resource navigation sessions (non-WIC), over 1100 WIC reach impressions, and assisted with 40 SNAP applications.

While things were a bit touch-and-go as we juggled all the above, we feel we have met expectations as stated in our grant. However, the stress and mental strain on our team has been clear. We have been working to better balance team needs -- doing an impromptu week-long closure in September of last year and instituting a monthly closure on the 2nd Tuesday of every month for administrative catch-up, team meetings, and important trainings like NARCAN administration and mental health first aid. We have also done a great job of continuing our collaborative efforts, co-chairing the Mesa County Hunger Alliance and leading the community with best practices - while also doing a better job of referring out as needed when we are unable to meet every need.

3. Briefly, how did you utilize the Staff Care funds?

Funds were used for CFP's annual staff retreat in May. This was a full day in which staff were treated to a morning yoga session, a fantastic DISC assessment session, lunch on the patio at a downtown restaurant, and ceramics painting at Fat Cat Pottery.

Digital Signature

(type your name to digitally sign this application)