2017 Social Service Funding Application – Non-Alcohol Funds

Applications for 2017 funding must be complete and submitted electronically to the City Manager’s Office at ctoomay@lawrenceks.org by 5:00 pm on Tuesday, May 31, 2016. Applications received after the deadline or not following the attached format will not be reviewed by the Social Service Funding Advisory Board.

General Information: Each year, the City Commission considers requests for the allocation of dollars to a number of agencies that provide services benefiting the Lawrence community. These funds are to be used to support activities that align with the City Commission’s Goals and the Community Health Plan.

The City Commission’s goals are as follows:
- Affordable Housing
- Economic Development
- Infrastructure
- Transit and Non-Motorized Transportation
- Public Safety
- Mental Health

The five areas for the Community Health Plan are listed below:
- Access to healthy foods
- Access to health services
- Mental health
- Physical activity
- Poverty and jobs

More information on the Community Health Plan can be found at http://ldchealth.org/information/about-the-community/community-health-improvement-plan/.

Applications will be reviewed by the Social Service Funding Advisory Board at a meeting held from 8:30 to 12:30 on June 7, 2016. Applicants are asked to make a contact person available by phone during this time in case questions arise.

Following their review, the Advisory Board will forward recommendations for funding to the City Commission. Recommendations will be based upon the following criteria:
- availability of city funds
- the stated objectives of the applicant’s program
- alignment of the program with the City Commission Goals and Community Health Plan
- the efforts to collaborate and create a seamless system of support for residents
- outcomes that move program participants from total dependency toward measurable levels of independence
- ability to measure progress toward the program objectives, Commission Goals, and the Community Health Plan
- past performance by the agency in adhering to funding guidelines (as appropriate)

The final decision regarding funding will be made by the City Commission when they adopt the Annual Operating and Capital Improvement Budget in August.

Please note that funds will be disbursed according to the following schedule unless otherwise agreed to in writing:
- First half of funds will not be disbursed before April 1
- Second half of funds will not be disbursed before October 1

Questions? Contact Casey Toomay, Assistant City Manager at ctoomay@lawrenceks.org or at 785-832-3409.
2017 Social Service Funding Application – Non-Alcohol Funds

SECTION 1. APPLICANT INFORMATION

Legal Name of Agency: Just Food of Douglas County, KS

Name of Program for Which Funding is Requested: Access to Healthy Food – Facility Expenses

Primary Contact Information (must be available by phone on June 7, 2016 from 8:30 to 12:30.)

Contact Name and Title: Elizabeth Keever, Executive Director

Address: 1000 E. 11th St., Lawrence, KS 66046

Telephone: 785-856-7030 (ext.7011) Fax: N/A

Email: ekeever@justfoodks.org

SECTION 2. REQUEST INFORMATION

A. Amount of funds requested from the City for this program for calendar year 2017: $27,200.00

B. Will these funds be used for capital outlay (equipment or facilities?) If so, please describe: No.

C. Will these funds be used to leverage other funds? If so, how:

Yes, funding from the City of Lawrence would allow Just Food to leverage funding from Douglas County, United Way and independent donors to best serve the growing number of families needing food assistance.

D. Did you receive City funding for this program in 2016? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.): No.

1. How would any reduction in City funding in 2017 impact your agency?

Just Food relies on donated dollars to cover the costs of programs, operational expenses and food purchases. Our goal is to diversify our funding sources by asking local government to share infrastructure cost for this agency that is essential to the community. This will allow us to use more donated dollars on programs, including food purchases. If no additional funding is secured, we will continue to rely on donated dollars alone, which may limit our ability to meet the growing need of hungry families in Douglas County. In 2015, Just Food saw a 10% increase in the number of families that needed our services; we served a total of 11,577 unique individuals. This year, we are on track for an additional increase of 15%.

2. If you are requesting an increase in funding over 2016, please explain why and exactly how the additional funds will be used: N/A

SECTION 3. PROGRAM BUDGET INFORMATION

A. Provide a detailed budget for the proposed program using the following categories: personnel (list each staff position individually and note if new or existing), fringe benefits, travel, office space, supplies, equipment, other.

<table>
<thead>
<tr>
<th>Facility Expenses</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent</td>
<td>$48,996.00</td>
</tr>
<tr>
<td>Utilities</td>
<td>$19,957.00</td>
</tr>
<tr>
<td>Warehouse Supplies</td>
<td>$7,243.00</td>
</tr>
<tr>
<td><strong>Total Facility Expenses</strong></td>
<td><strong>$76,196.00</strong></td>
</tr>
</tbody>
</table>
B. What percent of 2017 program costs are being requested from the City? 36%

C. Provide a list of all anticipated sources of funding and funding amount for this program in 2017:

<table>
<thead>
<tr>
<th>Douglas County (applied)</th>
<th>48,996</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Lawrence (applied)</td>
<td>27,200</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$76,196.00</strong></td>
</tr>
</tbody>
</table>

SECTION 4. STATEMENT OF PROBLEM / NEED TO BE ADDRESSED BY PROGRAM

A. Provide a brief statement of the problem or need your agency proposes to address with the requested funding and/or the impact of not funding this program. The statement should include characteristics of the client population that will be served by this program. If possible, include statistical data to document this need.

Just Food fights hunger in Douglas County in three ways: direct service to families in need, distribution of food to pantries in the county, and our Just Cook and Just Grow programs. Just Food serves Douglas County residents within 185% of the federal poverty level. There are 19,190 individuals in Douglas County are at risk of hunger, which is 16.9% of the total population. Of those individuals, 49% are not eligible for federal food assistance programs like SNAP (food stamps). (source: Feeding America) Last year, the Just Food pantry served 11,577 unique individuals. Of these, 37% were under the age of 18, 6% were over the age of 60 and 57% were between the ages of 18 and 60. Additionally, 202 clients in 2015 were registered as homeless. In 2015, Just Food saw an overall 10% increase in the need for food assistance.

B. How was the need for this program determined?

The need was determined by national research done by Feeding America. Feeding America is the leader in anti-hunger advocacy research in the country. Other statistics were collected through the Just Food client database.

C. Why should this problem/need be addressed by the City?

Food insecurity affects more than just the individuals who face hunger. It impacts the community as a whole. Hunger affects education, health and the economics of the community at large. Just Food serves as a safety net for individuals who are facing economic uncertainty. Picture this: a family of four with two working parents. One parent works full-time and the other works part-time, both at minimum wage. Their combined income of $2,020.00 places them within the federal poverty level. After the cost of taxes, rent, daycare, and utilities there is little left for food and unexpected expenses such as hospitalization or vehicle repairs. If the family is unable to pay their bills, those costs are passed along to tax payers and local businesses. Just Food helps cover the cost of the most basic need, food, so that families can focus on meeting pressing financial obligations. This is the case for 1/3 of the families we serve. In 2015, 1/3 of the people we served visited 3 or fewer times to get them though unexpected financial strain. Without our services, these families could slip deeper into debt possibly leaving them homeless.

Additionally, there is a substantial impact on the community when school children face hunger. In 2015, Just Food served 4,292 school-aged children. According to research preformed by No Kid Hungry, a national anti-hunger advocacy group, studies show that when children attend school hungry, they are 87% more likely to have lower grades and 65% more likely to have behavioral issues. Students that are hungry aren’t able to focus on their schoolwork or interact in a positive way with their teachers and classmates, and that has dire implications for their future. They lose out on the chance to become engaged, productive citizens, which has long-term economic impacts for the city.

D. How does the program align with the City Commission Goals and Community Health Plan (see page one)?

One of the 5 areas of the Community Health Plan is promoting access to healthy foods. Just Food provides access to healthy food for individuals in the community within 185% of the federal poverty level. With funds received for the purchase of food, we buy the healthiest food available including low-sugar cereals, whole grains, low-sodium canned vegetables and low-sugar fruit. Additionally we solicit food donations for the healthiest foods through our farm and grocery recovery program. Every day we collect nearly 2,000 lbs of some of the freshest foods available including fresh produce, lean protein, dairy and eggs. Last year we recovered and distributed more than 500,000 lbs of food for families in need.
SECTION 5. DESCRIPTION OF PROGRAM SERVICES

A. Provide a brief description of the service you will provide and explain how it will respond to the need you identified in Section 4. The description should include how many clients will be served, and should describe as specifically as possible the interaction that will take place between the provider and the user of the service.

Just Food is the leader in the fight against hunger for the 19,190 people in Douglas County who are facing food insecurity. Nearly half of those residents are ineligible for federal food assistance programs like SNAP. Just Food is the primary food bank and food pantry of Douglas County, supplying more than 20 partner agencies throughout the county and city with lean proteins, dairy and fresh produce, bread and pantry staples. Partner agencies include The Lawrence Community Shelter, Bert Nash Street Outreach Team, The Salvation Army, The Ballard Center, USD 497, The Housing Authority, The KU Campus Cupboard, Lecompton Food Pantry, Eudora Food Pantry, Baldwin Food Pantry, Heartland Community Health Center and more. This food is provided by donations from community drives, through food recovery from local grocery stores, restaurants and farmers, and through food purchased by Just Food. Since opening its doors in 2009, Just Food has been the hub for food donations in Douglas County and plays an essential role in the lives of families in need. The demand for our services has increased every year since we have opened. In 2009, we served 700 to 1,000 individuals a month. Now we are serving 6,000 to 11,000 individuals each month. Last year we saw a 10% increase in demand for our services and year-to-date in 2016, we have seen a 15% increase in clients.

In 2015, the Just Food pantry served 11,577 unique individuals in the county; of those individuals, 202 were registered as homeless. Additionally, 43% are some of the community’s most vulnerable population: children and the elderly.

Monthly Unique Individual Served:

<table>
<thead>
<tr>
<th>Month</th>
<th>2014 Clients Served</th>
<th>2015 Clients Served</th>
<th>2016 Clients Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>3,336</td>
<td>7,595</td>
<td>8,007</td>
</tr>
<tr>
<td>February</td>
<td>2,305</td>
<td>6,357</td>
<td>7,272</td>
</tr>
<tr>
<td>March</td>
<td>2,863</td>
<td>7,050</td>
<td>8,752</td>
</tr>
<tr>
<td>April</td>
<td>3,332</td>
<td>7,531</td>
<td>8,826</td>
</tr>
<tr>
<td>May</td>
<td>3,414</td>
<td>6,577</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>3,526</td>
<td>8,300</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>4,924</td>
<td>9,840</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>4,318</td>
<td>9,324</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>4,196</td>
<td>9,312</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>5,237</td>
<td>9,294</td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>6,697</td>
<td>7,741</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>6,770</td>
<td>7,634</td>
<td></td>
</tr>
</tbody>
</table>

Just Food and our food recovery partners play a key role in fighting hunger in our community. These partners include grocery stores, area farmers and restaurants. Together we have increased the availability of fresh and nutritious food by recovering food that would have otherwise have been discarded. In 2015, over 500,000 pounds of food were rescued and distributed to individuals and partner agencies across Douglas County. In the past two years, Just Food has increased the amount of food rescued and diverted from landfills by 878%. On a daily basis, Just Food rescues 1,000 to 2,000 pounds of food that would have otherwise ended up in landfills. Our 4,000 square-foot warehouse plays a vital role in our day-to-day operations by providing large-scale storage including walk-in coolers and freezers which is unique in Douglas County.

Total Food Donations 2014-2016:

<table>
<thead>
<tr>
<th>Month</th>
<th>2014 Lbs.</th>
<th>2015 Lbs.</th>
<th>2016 Lbs. YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>10,012</td>
<td>54,324</td>
<td>57,008</td>
</tr>
<tr>
<td>February</td>
<td>10,639</td>
<td>34,457</td>
<td>53,121</td>
</tr>
<tr>
<td>March</td>
<td>8,635</td>
<td>37,098</td>
<td>61,267</td>
</tr>
<tr>
<td>April</td>
<td>8,723</td>
<td>32,057</td>
<td>51,613</td>
</tr>
<tr>
<td>May</td>
<td>38,197</td>
<td>62,577</td>
<td></td>
</tr>
</tbody>
</table>
Individuals in need of food assistance can visit Just Food monthly for lean proteins and dry/canned goods as well as daily for fresh bread, produce, dairy and deli items. Just Food also specializes in direct client service through programs like Just Grow, Just Cook and Cooking Healthy Futures. The cooking classes are designed to teach adults and children how to cook nutrient-dense meals for under $2.00 per serving. Just Grow inspires and teaches families how to grow their own food, from soil amendment to harvest in order to promote healthier eating at home. For individuals needing space to grow their own fruits and vegetables, Just Food provides plots on site at the Just Food facility and in a Common Ground plot in North Lawrence.

B. What other agencies in the community are providing similar types of services. What efforts have you made to avoid duplication or coordinate services with those agencies?

Just Food is the primary pantry and food bank for donated and recovered food throughout Douglas County. Just Food partners with more than 20 agencies to provide food at no cost to those agencies, which include The Ballard Center, The Salvation Army, Catholic Charities, Heartland Community Health Clinic, Trinity Lutheran Food Pantry, Lecompton United Methodist Food Pantry, The Eudora Food Pantry, Stull United Methodist Food Pantry, The Lawrence Community Shelter, Bert Nash Street Outreach and First Methodist Church Pantry in Baldwin. Additionally, we host food pantries in schools including Sunflower Elementary as well as providing emergency food for school counselors to distribute.

Additionally, Just Food partners with agencies to do work place training. For example, we work with Job Link and USD 497 to host workplace training for individuals with special needs.

SECTION 6. PROGRAM OBJECTIVES

Please provide three specific program objectives for 2017. Objectives should demonstrate the purpose of the program and measure the amount of service delivered or the effectiveness of the services delivered. A time frame and numerical goal should also be included. Examples include, “75% of clients receiving job training will retain their job one year after being hired,” “increased fundraising efforts will result in a 15% increase in donations in 2017,” “credit counseling services will be provided to 600 clients in 2017,” etc. Applicants will be expected to report their progress toward meeting these objectives in their six-month and annual reports to the City.

1. Increase in the distribution of fresh fruits and vegetables by 30% in 2017.
2. Increase access and distribution of healthy foods to school-aged children by 20% in 2017.
3. Increase access and distribution of healthy foods to homeless individuals by 10% in 2017.
4. Increase the amount of food rescued in Douglas County by 10% in 2017.

** Having local government cover a portion of the cost of our facility will free donated dollars to address these goal areas.