

Sacramento Food Recovery Organization Example

***\*This is an example of an anonymous application of a grant\****

City of XXX

**Equipment & Supplies Funds Requested**

**Personnel Costs Funds Requested**

* **Food tracking:** Track the amount of food received to analyze increases and decreases: $195
* **Inedible food:** Track the amount of food received that is not edible to report how we are unable to provide for customers if receiving inedible food: $195
* **Food Handling Certificates:** Volunteers have the correct credentials for handling recovered food: $195
* **Training on use of heavy equipment:** Train staff on the correct usage of heavy equipment to prevent injuries: $586
* **Civil Rights Training:** Ensure volunteers do not discriminate against customers; and are unbiased in equitable food distribution: $586
* **Edible food:** Track the amount of food received that and provided to customers: $195
* **20' Container:** Keeping supplies and materials safe will ensure we can run a seamless grocery distribution; reducing the threat of theft. Increase storage space: $3785.00
* **Bolt on Lock Box:** Lock for 20' container that cannot be cut with bolt cutters; reducing the threat of theft: $85.00
* **Aluminum Ramp:** Helping volunteers to safely move heavy equipment and supplies from container. Volunteers will not have to use as much energy and strength in moving items, with the aid of the ramp: $832.90
* **10 Cones:** Use lime cones to designate walk-up customers from drive-up customers (orange cones), ensuring cars and individuals remain safe in the parking lot: $448.56
* **4 Folding Tables**: Sturdy tables that do not fold to endure inclement hot and cold weather better than wooden pallets currently used: $895.44
* **Electric Pallet Jack:** Manual pallet jacks require more manpower and is hard on volunteers back, and causes volunteers to get sick or hurt themselves. The electric pallet jack will help move food delivered on pallets to optimum places for distribution and into storage if necessary. $4571.5
* **T-Shirts:** T-shirts will offer comradery with volunteers and let customers know who to ask in case of questions: $642.34



**Equipment & Supplies Funds Requested (Continued)**

* **Shelving:** 1 to be used to store materials and supplies. 1 to be used to store non-perishable food: $883.55
* **Shelving Casters:** 1 shelving with non-perishable food will be wheeled to distribution point to avoid volunteers exerting extra energy t0 transport food manually. NOTE: line item combined with shelving to save from having 2 shipping costs, although total amount greater than 1,000, only one quote provided: $215.00
* **Tent:** Useful when customers register in extreme heat and rainy weather. Will encourage more attendees to come to distribution since protected from weather. Useful also for volunteers to not have to always be in inclement weather: $735.02
* **Reach-in Freezer:** The ability to store food in a commercial grade freezer will expand our capacity to distribute more food within a food insecure community: $2862.49
* **Reach-in Refrigerator:** The ability to store food in a commercial grade refrigerator will expand our capacity to distribute more food within a food insecure community: $2398.99
* **Latex Gloves:** A large supply of gloves to ensure gloves are not worn for the entire distribution time: $525.85
* **Scale:** Use to ensure accurate of edible and in-edible food. High usage item: $652.74
* **Cleaning Supplies & Cabinet:** Cleaning supplies to keep supplies disinfected and separate storage cabinet to keep cleaning supplies separate for non-perishable foods: $932.95
* **Grant management:** $750.00

Equipment and Supplies Total: $19,534.38

Personnel Costs Total: $1,952.00(10% of Total Budget Request)

**Grand Total Budget Request: $21,486.38**