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Community Grant Application
Deadline: January 22, 2016

Organization name Heritage Baptist Church Backpack Buddies Program
 Contact Mary Ann Fulford Title Team Leader
 Address 1740 Forest Drive, Annapolis, Md. 21401
 Phone (410) 263-6680 Fax (410) 263-0996 Email bpbhbc@gmail.com
 Federal ID # 52--0683906
 Incorporation Date 1903 501(c)(3) Registration date 1903
 Project title Backpack Buddies
 Project location Heritage Baptist Church, Georgetown East Elementary, Mills/Parole Elementary

Amount requested	\$	<u>3500</u>
Other funds	\$	<u>9096.00</u>
Total project amount	\$	<u>12596.00</u>

Certification

"I certify that I have reviewed this application and that to the best of my knowledge and belief, all the information provided in this application is true."

Mary Ann Fulford _____ January 15, 2016
 Signature of Chief Executive Officer Date

Print name Mary Ann Fulford Title Team Leader
 Address Heritage Baptist Church, 1740 Forest Dr., Annapolis, Md. 21401
 Phone (410) 263-6680 Fax (410) 263-0996 Email bpbhbc@gmail.com

EXECUTIVE SUMMARY

Provide a brief summary of your project. Please be sure to include the following items: purpose of the project, number of people to be served, and how the city grant funds will be used.

The mission of Backpack Buddies at Heritage Baptist Church is to provide supplemental weekend food for children in two city public elementary schools, Georgetown East and Mills/Parole. The children in the program are in the federally funded Free or Reduced Meal program which provides breakfasts and lunches at the school but does not cover days the schools are closed. Backpack Buddies is meant to help bridge the gap between lunch at school on Friday and breakfast on Monday. The schools designate children they feel would most benefit from the extra supplement over the days they are not in school, and our Backpack Buddies program provides the food. As of December, 2015 we are serving a total of 77 children each week. The grant funds will only be used for the purchase of food for the children with a desire to increase the number of children in the program to 80 when the needs arise.

PERFORMANCE HISTORY

If you received Community Grant funds last year, please evaluate progress you have made in implementing those projects. Please discuss any factors that may have hindered your progress.

We were fortunate to receive a Community Grant for 2016 Fiscal year of \$3,000. This helped us increase the number of children served and gave us confidence as the schools saw needs, we had the financial ability to do so. In the fall of 2015 in one week, we had requests from both schools to add a total of 7 children to the program. This was our first experience with this number of additional children in such a short amount of time. In addition, in early December a little homeless preschool boy was added, making our total of 77. We are fortunate and grateful to have the community grant to help us answer these needs when they are observed. There have been no factors that have hindered our progress.

RATIONALE (20 Points)

Describe the issue or problem to be addressed including the size and/or severity of the problem. Provide the demographic data and geographic information used to determine the extent of the problem.

Maryland Hunger Solutions quotes Food Hardship in America, 2010 that "nearly 21 percent of Maryland households with children struggle to obtain enough food to provide regular, healthy meals for their family." Hunger Solutions goes on to state that the "effects of hunger on children can be detrimental to their health, well-being, and lifelong success. Children struggling with hunger experience more behavioral problems, have greater school absences and tardiness, have lower math scores and are more likely to repeat a grade, are more likely to be hyperactive, and have more visits to the school nurse. Children living in food insecure homes are prone to being overweight or obese and suffer from chronic diseases, like diabetes and high cholesterol." The Maryland Food Bank quotes the 2015 Feeding America survey that 9.3% of households in Anne Arundel County, and the Anne Arundel County Food Bank estimates 16.3 % of children in the county, experience food insecurities.

Both schools with whom we work to provide the weekend supplemental food, have the majority of their enrollments on the federally funded Free and Reduced Meal Program (FARMS), Georgetown East with 85% and Mills/Parole now at 89%. While every child receiving breakfast and lunch at school under FARMS do not experience food insecurities over the days they are not in school, school personnel observe some that do. Backpack Buddies is attempting to meet the needs of these children to help reduce their feelings and fear of being hungry. Several parents have told our Backpack Buddies team that they do not know how they could feed their children without this weekend help.

PROJECT DESCRIPTION (30 Points)

Please give a detailed description of the program or project you are proposing. Please include the group of persons you plan to serve and the number of expected participants, the activities or services you will provide and location.

The Backpack Buddies Program continues to work with Georgetown East and Mills/Parole elementary schools to provide nutritional food for children the schools believe may not otherwise have sufficient weekend food. They make these designations through observations of behavior in the classrooms, playgrounds, and at meal times as some wipe their plates clean on a consistent basis and/or try to eat what another child has left for disposal.

The program began in the spring of 2009 with 15 children at Georgetown East. In the fall of that year, this number was increased to twenty-six. Because of similar demographics and enrollment, in the fall of 2010, we began working with 20 children at Mills/Parole Elementary. As of January, 2016 we have a total of 77 children, 40 at Georgetown East and 37 at Mills/Parole.

At the beginning of the school year, the program gives the schools a maximum number we feel we can begin with, and this increases throughout the year. The schools select the children and obtain permission from the parents or guardians prior to the child receiving the weekend food. The permission forms also ask about food allergies and the availability of a microwave. The church provides all of the food, includes notes of encouragement, and extra food and treats during the holidays. Because of privacy issues for the families, the church volunteers do not have information on the specific children and no religious materials are included in the bags. The children greet the volunteers delivering each week with warm smiles and friendly greetings because they recognize WHAT we are delivering.

Describe the methodology (or approach) for the proposed program/project, e.g., the procedures, tasks, techniques, or tools you will use to develop the program

The Backpack Buddies Team at Heritage is made up of a core group of four, Mary Ann Fulford, Jeannine Salyers, Frankie Morehead, and Barbara Munz along with about 20 additional adult volunteers and about 10 youth and children. Once a week on a rotating basis, a group of 3 to 4 meet at the church to assemble and place the food into plastic grocery size bags. These are then placed into large containers and delivered to the schools. School personnel place these bags into each child's backpack prior to the last day's dismissal for the week. The backpacks are returned early the following week for the next weekend. The food is in individual serving sizes and may be eaten from the package/can or warmed in a microwave. The type foods included are packages of instant oatmeal, individual boxes of cereal, fruit and pudding cups, peanut butter, sleeve of Saltines, Ritz, or Graham crackers, Easy Mac and Cheese, pasta bucket, cans of lasagna, beef stew, beans and weiners, cans of tuna/chicken, soup, boxes of long shelf life milk, boxes of juice, and snacks as raisins, chips, pop corn, etc. Each week a piece of fresh fruit is included. These items are rotated to cover 7 meals from Friday through Sunday evenings. The child returns to school for breakfast on Monday. Food and monetary donations come from our congregation and friends, and Heritage Learning Center. Purchased food generally comes from the Maryland Food Bank and Sam's Club. One the last delivery before Christmas holidays, colorful holiday tote bags were filled with donated candy, McDonald's coupons, stuffed animals from Kohl's, and hats and scarves hand knitted by the knitting group at St. Mary's Church, Annapolis as well as age appropriate books from B.I.G. through the Annapolis Rotary Club. All of these non-food items were donated. Grant funds were not involved in these extra items.

Explain how this proposal relates to the organization's mission, goals and/or strategic plan, and other activities planned for this year.

The goal is to continue serving children in need within the city by addressing hunger and food insecurities in their lives. This proposal is to help with this continuation. The supplement food will help improve lives physically, mentally, emotionally, and socially. Children may come to school feeling that they are not important to anyone, but seeing that a group cares about their well being by providing nutritional food and extra treats will improve their self worth and help them realize they are important. Grant applications from other organizations have been submitted, but the Community Grant of Annapolis is a key contributor for the program to continue. Statistics show that food insecurities are growing which is demonstrated by the rather sudden increase of children in the 2015-2016 program. Our desire is to continue serving at least this number of children and to increase as needs arise throughout the year.

TIMELINE (10 Points)

Provide a timeline for implementation and all program/project activities for the project.

Date	Activity
August, 2016	Contact school personnel to determine numbers served, beginning date, shop for food, receive food donations
September, 2016	Begin delivering food for backpacks as schools are ready, usually the second week in September.

Please indicate how you have determined that the timeline is achievable.

This schedule has been successfully implemented since the fall of 2009. The work/storage room in our church and all of the supplies needed to begin are available. Backpack Buddies is completely a volunteer program, and since the church provides the work and storage areas, there is no financial overhead. In August, an inventory will be taken to determine what food items are needed and number of children we can support at the beginning of the school year. The Food Donation bucket will also be available along with announcements in the weekly bulletin and newsletter. Letters will be prepared for distribution to the Heritage Learning Center parents. Shopping will be done at the Maryland Food Bank and Sam's Club. Because the schools need time to evaluate needs, contact parents, and have permission forms returned, it is usually the middle of September before the first distribution begins. Volunteers will be contacted and a schedule developed to pack and deliver as soon as a beginning date is established. All of the details fall into place as volunteers work with the schools. This project is a true partnership between the church and the schools and works smoothly because of the concern both groups have for the children most in need within our city.

Describe the organization's ability to implement the request.

The grant checks go directly to the church financial secretary, Ms. Tracy Cogliano, and deposited into the Backpack Buddies line item. This is carefully monitored and bills to the Maryland Food Bank, and reimbursements from Sam's Club shopping come via check from the church. Receipts are carefully reviewed. In 2015 the church had an audit which included the Backpack Buddies Program.

EVALUATION (20 Points)

Clearly state the specific, goals, objectives, and measurable outcomes of the project/program.

Goals	Objectives	Measurable Outcomes
Address hunger experienced by city school children	Provide weekend supplemental food for children designated by the schools as benefiting from this extra nourishment when not in school	<ul style="list-style-type: none"> --Improved concentration and behavior in the classroom --Improvement in academic performance --Improvement in health and physical activity --Improved school attendance

Describe the impact (long-term effects) you expect will be produced by program/project outcomes.

It is the objective to see improvement in concentration, academic performance, and behavior in the classroom. School personnel will be asked to submit an overall evaluation of the program and the impact it has on the individual child as well as academic improvements. Evaluation/comment forms will be distributed to the children, parents, or guardians for their input. With the cooperation of the schools, early in the second semester, informal meetings with some of the Backpack Buddies and a few volunteers will be held to obtain verbal comments from the children. Poverty Amidst Plenty in Anne Arundel County stated that "academic issues related to poverty are not the responsibility of the school system alone. Communities need to work together for happiness and well-being of our next generation of citizens and parents." It is the goal that the children will improve academically, physically, and socially as we attempt to address their food insecurities. Having children feel health and positive about themselves will help them focus on an exciting future, one where they can feel success. It is hoped that as the children grow and reflect on their childhood struggles, they will remember that in Annapolis, Md. people cared about them and their well-being.

BUDGET DOCUMENTS (20 Points)

Include a detailed program budget that includes expenses, city funds requested and pending sources of support. Please use the attached Program/Project Budget Format.

Outline the organizations plans for securing funding from sources other than those provided by the City of Annapolis and indicate how City of Annapolis' funds will be used to leverage a request for, or use of, other grant funds.

The program depends on volunteer contributions from our congregation and others. It is not a budgeted program in the church so we solely depend on donations and grants. In addition to the Community Grant, an application has also been submitted to the Annapolis Rotary Club's Crab Feast. In the past, we have also received grants from Food Lion, Inc. and Constellation Energy. The Annapolis Community Grant would continue to be extremely helpful as we attempt to continue addressing the issue of hunger and food insecurities with our children.

Because the prices at the Maryland Food Bank have remained consistent over this last year, we continue to estimate the cost per child averages about \$4.30 making a total for one child for 34 school weeks at \$146.20. If we are able to increase the number of children served each week to 80 as we desire, the yearly cost of the program would be almost \$13,000 when you include the estimate of food donations and in-kind gifts. As of January, 2016, the Anne Arundel County Food Bank has provided fresh fruit for the Backpack Buddies which presently reduces the weekly expense. However, this fruit is provided through a grant the county food bank has obtained and we have no guarantee this will be available even through this present school year. Even with this grant, there are times when the fruit cannot be used because it is too ripe or damaged. Purchasing fruit each week adds a total weekly expense of about \$25-\$30. The estimated budget for Fiscal 2017 is reduced from Fiscal 2016 because of the free fruit. This is along with the price of food is an unknown to us.

PROJECT BUDGET

Please complete the following budget chart for this project, including all budget items, the total budget for each item, and the funds that are being requested for each line item.

Budget item	City funds requested	Other funds	Source of Other funds (Federal, State, Private)	Is "Other funding" committed or requested?	Total project cost
Salaries/Benefits (list each position)					
FOOD FOR BACKPACKS	\$ 3500.00	\$ 9096.00		YES	\$ 12596.00
Contract Services					
Rent/Leasing Costs					
Utilities/Telephone (please specify)					
Equipment					
Insurance					
Office Supplies					
Printing/Postage					
Audit/Accounting					
Other (please describe)					
Total Budget	\$ 3500	\$ 9096.00			\$ 12,596.00