

# Food Distribution in Buncombe County

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## *FY 2017 Buncombe County Community Funding*

### ***MANNA FoodBank***

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# Application Form

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## Project Name\*

Name of Project

Food Distribution in Buncombe County

## Amount Requested\*

Amount Requested

\$50,000.00

## Service Area\*

Which Commissioner Districts are served by this program?

Access a map of Buncombe County Commissioner districts [here](#).

District 1

District 2

District 3

## Which county sustainability goal aligns best with the goals of this project?\*

Based on the Buncombe County Sustainability Plan, select a Category, Goal & Objective that align with the focus of the project and the specific results that will be achieved.

Access the Buncombe County Sustainability Plan [here](#).

Community > Equity in Access > Increase the availability of and education about locally produced foods to low income individuals

## If applicable, select a second sustainability goal that aligns with project goals.

**Result 2 is optional** - Select if project aligns with more than one Sustainability Category, Goal & Objective.

Community > Healthy People > Decrease rates of childhood and adult obesity

## If applicable, select a third sustainability goal that aligns with project goals.

**Result 3 is optional** - Select if project aligns with more than one Sustainability Category, Goal & Objective.

## Project Description

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### Project Description\*

#### Description of Project

A grant of \$50,000 from the Buncombe County Community Fund will help cover the costs of MANNA FoodBank's food distribution program, providing healthy food for individuals and families in need. The requested amount will enable MANNA to distribute 180,000 pounds of food through its network of Buncombe County partner agencies: soup kitchens, community pantries, and other nonprofits that distribute food to those who face hunger.

Food insecurity is one of the key social determinants of poverty and poor health. Access to healthy food is a priority goal in Buncombe County's Community Health Needs Assessment and the County's Sustainability Plan. When more healthy food is made accessible to food insecure individuals they are better able to control obesity and related chronic diseases such as diabetes and high blood pressure.

As state ABOD rules come into effect, we expect to see greater demand on the hunger relief network in WNC. We are prepared to increase our food distribution accordingly.

### How many people will this project serve?\*

State the number of individuals or households in Buncombe County that will be served by this project. Also state the number of people that will experience the desired result. For example, if dropout prevention services are being delivered to 100 students, how many will successfully graduate from high school?

Because MANNA is not a direct service agency – but instead supplies food to a network of community-based nonprofits – we do not record the exact number of individuals who are served by our food distribution program. However, there is data available from a national survey that is carried out every four years. In Buncombe County, there are an estimated 34,400 unduplicated individuals who obtain food through MANNA's partner network. [Hunger in America: Western North Carolina 2014 Report; <http://www.mannafoodbank.org/hunger-101/hia-2014-summary/>]

### Describe the people this project will serve.\*

Characterize the demographics of the project's target population in terms such as age, gender, income, race, ethnicity, geographic area, etc. Include information about method of referral/recruitment of the target population.

The individuals served by the MANNA network are a diverse population who share the common characteristic of economic distress and food insecurity. The 2014 Hunger in America study surveyed actual clients of the community pantries in Buncombe County.

- 77% of those who surveyed (actual clients of Buncombe County nonprofits that are supplied by MANNA) are white, 21% black, and 2% Hispanic or other ethnicity;
- 19% are seniors 60 years of age or older
- 55% of households have a member who has high blood pressure; 31% have diabetes
- 53% have unpaid medical bills;
- 66% have household income of less than \$20,000/yr

People in need learn about the MANNA network in a variety of ways:

- the MANNA Food Helpline, marketed via NC 2-1-1, radio and newspaper ads and at various social and health service centers.
- clients who visit MANNA's facility are given an emergency supply of food and information on partner agencies
- the "Food Finder" on MANNA's website lists pantries by county.

### **What key steps will you take to achieve the results of this project?\***

Describe the core elements of your implementation plan, including milestones that will take place within the funding timeframe.

Some key elements of our food distribution program are:

- close coordination of our Operations and Agency Relations departments, with the shared goal of getting more nutritious food to more people;
- real-time monitoring of inventory and orders to ensure a consistent availability of product to our partner agencies in the community;
- strengthening every link in the distribution chain, from developing new business relationships with area growers and packers to building capacity of the local pantries;
- developing new approaches to serving the client; for example, the 'client's choice' model of food distribution, featuring attractive market displays of fresh fruit and vegetables. [We have grown this program from a handful of pantries to 23 currently in Buncombe County]
- a comprehensive Advocacy and Communications program that brings the issues of food insecurity and malnutrition to the attention of the general public and decision makers

### **Describe the evidence of success that backs this project's approach.\***

What evidence of success (i.e. evidence-based research, practice model, accreditation, industry standards, and/or other framework) are you using as a basis for your project design?

We use information from well-known regional and national organizations (such as Feeding America, U.S. Census, NC 2-1-1, and the United Way) to set goals for our distribution program, communicate the need to our base of support, and measure progress. In setting goals for contributing to population health, we know intuitively that there is a strong connection between food insecurity and poor health. This is supported by a number of studies in recent years.

The benefits of MANNA's regional food bank model are: 1) frequent communication and collaboration with our peers in the Feeding America network, as well as high standards for food safety, client service, and fiscal stewardship; 2) low operational cost due to our ability to acquire large quantities donated or at discounted price, and 3) an efficient, professionally run facility and truck fleet, making it possible for our Buncombe partners and other locally run pantries to depend on reliable service and plan ahead for future needs.

## **Describe your data collection, tracking, and reporting procedures.\***

Explain your methods for documenting project, service and client information. Include a description of any software or other tools utilized.

We do not serve individuals directly but instead supply food to over 100 hunger relief agencies in Buncombe County. We track total pounds of food distributed as a measure of our impact in the community. We measure this with a computerized order tracking system that records each order placed by a partner agency and can produce reports on pounds distributed sorted by product category, agency, county and other variables for any time period. We track the size and frequency of orders by agency to assess trends in need in our area, and our agency relations team uses a set of standard performance metrics to both monitor and support our network of partner non-profits that distribute food. Regular feedback and survey results from our partners is also an invaluable source of information to continually improve our service. To track organizational performance, we utilize third-party assessments from Charity Navigator, Feeding America reports and compliance audits, and our annual financial audit.

## **Explain your technological resources and capacity.\***

Explain your current technological strengths and barriers and how this impacts your ability to track data and report outcomes. Who is responsible for adaptation and use of technology within your organization?

MANNA uses a set of informational technology (IT) products and services that are at par with those used in private industry, in order to achieve maximum efficiency and customer service in each of our departments. Operations uses the Primarius data system to manage inventory and orders. Our FNS (food stamp) outreach team uses Medicaider, a client intake software that is used around the country to record applications for Medicaid, food stamps, and other benefits. Volunteer Services makes use of a database system to most efficiently recruit, deploy, and recognize our thousands of volunteers. Departmental staff receive regular trainings on the software tools they need, and we have a dedicated IT professional on staff to address any software and hardware issues that might arise. All public communications, including our website and social media tools, are monitored and continually updated by our communications staff.

## **Organizational Profile**

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### **How does the proposed project support your mission and strategic plan?\***

State your mission and the date of your most recent strategic plan, and explain how the proposed project helps advance your organizational goals.

Our mission is to involve, educate, and unite people in the work of ending hunger in WNC. Our principal focus is the distribution of food to our network of local partners. This is the highest priority and where the majority of our resources are applied. Additional strategic goals include an increase in nutrition, by increasing the percentage of distributed food that is fresh produce. Waste reduction is also part of the plan. As we work to shorten the time from acquiring food to delivering it to local agencies, less produce ends up as waste. We also make available non-consumable food as livestock feed and compost, thus diverting more waste from the landfill.

MANNA is successfully managing two of the largest challenges in hunger relief: finding large quantities of nutritious food and having the physical capacity to collect and redistribute this food. The remaining challenge we face each year is covering the cost of operations, which increases with the quantity we distribute.

## What expertise/accomplishments do you have that are relevant to the proposed project?\*

List your organization's strengths as well as accomplishments from the past 3 years that position the organization to be successful with the proposed project.

We continue to stretch operations to meet increased need each year. The amount of food distributed in WNC last FY was 14.8M lbs (excluding MANNAPacks) and over 4M lbs of this was distributed in Buncombe, a 14% increase over the previous year. We'll likely see growth again at the end of this FY. The increases are due to increased demand as well as more opportunities to acquire large donations.

We are in the final phase of our major facility renovation project. When completed, the project will result in 24% additional capacity overall and a dramatic increase in refrigerated space.

We continue to find innovative ways to partner with local nonprofits who work to improve the lives of low-income residents. A partnership we launched with Buncombe Community Service Navigators earlier this year to distribute fresh produce in low-income neighborhoods has grown from a handful of sites to 10 sites. Together we distributed 94,000 lbs. of fresh produce in these neighborhoods so far this year.

## Describe partners that are critical to the success of your organization.\*

List any external partners, intermediaries or advisors important to your success, and describe their role and evidence of their commitment. Describe successful collaborations with these people or groups.

Our partner agencies are an integral part of MANNA's food distribution program. All of these organizations are non-profits and most are managed by volunteers. These are soup kitchens, emergency food pantries, welcome tables, and shelters for the homeless or distressed.

To name just a few of our 110 partners serving Buncombe:

Avery's Creek UMC Community Food Pantry  
 Asheville – Buncombe County Christian Ministries  
 Big Ivy Community Club  
 Black Mountain Open Table  
 Children First in Emma  
 First Baptist Church, Weaverville  
 Food for Fairview  
 Homeward Bound  
 Hominy Valley Welcome Table  
 Meals on Wheels  
 Our Voice, Asheville  
 Salvation Army  
 Swannanoa Valley Christian Ministry  
 A list of all partners: [www.mannafoodbank.org](http://www.mannafoodbank.org)

We are aware that ABOD rules for FNS eligibility are coming into effect and could increase the number of people seeking food assistance. We are prepared for this eventuality and have briefed our partners on what the ABOD rules mean and how this might impact them.

## ***Financial Information***

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### **Nonprofit financial assurance requirements:**

Financial statements, prepared using a recognizable basis of accounting (i.e., modified accrual) and IRS Form 990s must be submitted to Buncombe County annually.

- Organizations with annual revenues of \$300,000 or greater must submit financial statements audited in accordance with generally accepted auditing standards.
- Those with revenues between \$100,000 and \$300,000 must submit financial statements reviewed in accordance with SSARS 19.
- Those with revenues of less than \$100,000 must submit non-disclosure financial statements compiled in accordance with SSARS 19.

All financial statements must be reported on by a certified public accountant and include a full balance sheet, income statement, and cash flow statement.

These requirements are considered minimum requirements. Organizations may submit a higher level of assurance than is required.

### **IRS Form 990 - Upload Here**

Click Choose File to upload a copy of the 990 form you most recently completed.

MANNA 2013 Form 990 PUBLIC INSPECTION COPY.pdf

### **If your organization does not have a 990, briefly state the reason.**

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

### **Financial Statements - Upload here**

Click Choose File to upload a copy of the most recently completed financial statements (audit, compilation or review).

2013-2014 final audit.pdf

### **If your organization does not have financial statements, briefly state the reason.**

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

Please note that the June 30, 2015 audit has been completed and presented to the Board (Nov 2015). A final document is in preparation and will be forwarded as soon as it is available.

### **Complete Budget Worksheet - Upload Here\***

Download the budget form [Here](#).

Complete the budget form for this project/program and the overall agency. Save it to your computer, then upload it by clicking Choose File.

MANNA food distribution budget.pdf

### **Budget Narrative\***

Describe all differences between current year and proposed year. List all pending funding sources with expected date of notification. Please detail any other information that may help clarify the budget.

We do not have adequate space to post our budget narrative here. Please refer to the notes on the second page of our attached budget. Thank you.

### **What (if any) portion of requested funds will be used to support capital expenses?\***

Capital projects are defined as those used to acquire or upgrade physical assets such as property, buildings, or equipment. Please detail.

No part of the requested grant will be used for capital.

### **Employee Wages**

Please provide information about the wage breakdowns of your employees. Living wage for Buncombe County has been identified as \$11.00 per hour for employees with employer-provided health insurance and \$12.50 per hour for employees without.

### **Employees with employer-provided health insurance\***

List the number of employees in your organization with employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$10.99 per hour

\$11.00 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour



\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour

\$40.00+ per hour

- \$7.25 - \$10.99 per hour - 0
- \$11.00 - \$14.99 per hour - 15
- \$15.00 - \$19.99 per hour - 14
- \$20.00 - \$24.99 per hour - 7
- \$25.00 - \$29.99 per hour - 1
- \$30.00 - \$34.99 per hour - 3
- \$35.00 - \$39.99 per hour - 0
- \$40.00+ per hour - 0

**Employees without employer-provided health insurance\***

List the number of employees in your organization without employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$12.49 per hour

\$12.50 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour

\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour

\$40.00+ per hour

- \$7.25 - \$12.49 per hour - 0
- \$12.50 - \$14.99 per hour - 2 (PT)
- \$15.00 - \$19.99 per hour - 8 (4 FT - offered declined/ 4 PT)
- \$20.00 - \$24.99 per hour - 0
- \$25.00 - \$29.99 per hour - 0
- \$30.00 - \$34.99 per hour - 0
- \$35.00 - \$39.99 per hour - 0
- \$40.00+ per hour - 1 (FT - declined)