



Georgia Department of Early Care and Learning

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**Nathan Deal**  
Governor

**Amy M. Jacobs**  
Commissioner

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## MEMORANDUM

To: Institutions Participating in the CACFP and the SFSP

From: Falita S. Flowers, Nutrition Services Director (*Original Signed*)

Date: February 6, 2015

Subject: Grant Opportunity from the Georgia Food Bank Association and the Arby's Foundation

The Georgia Food Bank Association is seeking request for proposals (RFPs) for the Arby's Foundation Childhood Hunger Initiative 2015 Capital and Community Investment Grants. Grants between \$4,000 and \$20,000 will be awarded to organizations to be used toward capital investment purchases/expenses. Awards will be granted to organizations that meet any or all of the following criteria:

- 1) Providing year round feeding (both summer and afterschool),
- 2) Summer feeding only, or
- 3) Afterschool feeding only.

Eligible applicants must be:

- Experienced providers in the Summer Food Service Program (SFSP) and/or the At-Risk Afterschool component of the Child and Adult Care Food Program (CACFP);
- In good standing with Bright from the Start: Georgia Department of Early Care; and/or
- Organizations with existing backpack programs that are viable and seeking to expand their services.

CACFP institutions and SFSP sponsors interested in submitting proposals must review and complete the RFP attached to this memorandum. An electronic copy of the budget template can be found at: <http://www.decal.ga.gov/Nutrition/CACFPMemos.aspx> and <http://www.decal.ga.gov/Nutrition/SFSPBrightFromTheStartMemos.aspx>.

**The deadline to apply is March 13, 2015 at 5:00 p.m.**

For more information or questions related to the RFP, please contact: Michele Chivore, Campaign Director via email at [michele.chivore@georgiafoodbankassociation.org](mailto:michele.chivore@georgiafoodbankassociation.org).



**Georgia Food Bank Association**  
**Georgia Feeding for a Promising Future**  
**No Kid Hungry™ Campaign**

**Request for Proposal**

**Arby's Foundation**  
**Childhood Hunger Initiative**  
**2015 Capital and Community Investment Grants**

**Proposal Release Date: February 6, 2015**

**Proposal Due Date: March 13, 2015**



## Introduction

Created in 1985, the Georgia Food Bank Association (GFBA) is a membership association serving the seven regional food banks in Georgia, which collectively distribute more than 90million pounds of food annually to over 2,300 partner nonprofits with food assistance programs in all 159 counties throughout the state. The Association's seven regional food banks and their more than 2,300 partner agencies make it one of the largest associations in the state of Georgia.

In November 2011 the Georgia Food Bank Association launched a multi-year “Feeding for a Promising Future – No Kid Hungry™ Campaign” to fight hunger in Georgia. The campaign provides leadership, raises awareness and advocates for change that fights hunger for children, seniors and working families in our state. The Campaign builds partnerships that bring together public officials, nonprofits, community and faith-based groups, private funders and businesses to develop a measurable plan to increase the availability and access to nutritious food for children in Georgia where they live, play and learn. The Campaigns priorities are to increase participation in summer (Summer Food Service Program-SFSP/Seamless Summer-SS) and afterschool (Child and Adult Care Feeding Program - CACFP) meals programs and increase access to the Supplemental Nutrition Assistance Program for families with children.

## The Arby's Foundation

The Arby's Foundation is working together to end childhood hunger in America, because every child deserves to learn, play and grow. Their vision is to ensure that all children in America have access to wholesome food...every day!

## Program Overview

We are pleased to announce that grants between **\$4,000 and \$20,000** each will be awarded to organizations that meet any or all of the following criteria:

- 1) Providing year round feeding (both summer and afterschool),
- 2) Summer feeding only (SFSP/SS); or
- 3) Afterschool feeding only (CACFP)

The funds are to be used towards the purchase of capital investments; these investments can include purchases such as vehicles to deliver food, kitchen equipment, etc.

*Purpose of Funding:* To support organizations in:

- Expanding and sustaining Summer (SFSP/SS) and Afterschool (CACFP) At Risk feeding programs
- Extending program service in unserved and/or underserved areas
- Building the overall capacity of the organization



## **Program Implementation Priorities**

To be eligible for the grant, approved sponsors must agree to maintain prior year sites and meal service, and expand services in the following target counties: *Atkinson, Bacon, Baker, Clinch, Columbia, Lanier, Oconee, Pike, Schley, Seminole, Stewart, Taliaferro, Warren*

*Organizations that incorporate programming that includes physical activity and nutrition education*

Organizations can submit applications for funding in one of the following three (3) categories;

### Category 1

*Mobile Feeding Program:* To apply under this category organizations must implement a mobile feeding strategy that includes one or more of the listed target counties. The implementation strategy should try to utilize partnerships with local schools and community or faith-based organizations to provide mobile feeding to multiple feeding stops in one or more counties.

### Category 2

*Expansion of Feeding:* To apply under this category organizations need to be existing sponsors that will increase the number of feeding sites that they have or increase the number of children they will serve at their existing sites. These feeding sites can be located in target and non-target counties.

### Category 3

*Backpack Program:* To apply under this category organizations need to have an existing backpack program that they need to expand. A focus needs to be placed on increasing the nutritional content of the food items included in the backpacks that go home with students every weekend. Organizations need to show how the expanded backpack program will be sustainable after the funds from the grant are exhausted. Backpack programs can utilize funds to purchase equipment and limited supplies to run the program.

*Eligible Applicants:*

- Experienced providers of Summer (SS/SFSP) and/or Afterschool (CACFP) At Risk feeding programs.
- In good standing with Bright from the Start: GA Department of Early Care and Learning and GA Department of Education School Nutrition Division.
- Organizations with existing programs backpack programs that are viable and seeking to expand their services.



*Evaluation Criteria:*

Proposals will be evaluated on:

- Ability to increase feeding service to more children in unserved and/or underserved areas.
- Description of how the capital and community investment will help build the capacity of the year round feeding program.
- Description of how the capital investment will support additional capacity building goals of the organization.
- Description of how the capital investment will help increase the efficiency of the organization around their feeding programs.
- Description of how the applicant will be able to sustain their programming.

*Grant Amount:* Grants of **\$4,000 and \$20,000 each** will be awarded to organizations, to be used toward capital investment purchases/expenses.

If awardees are requesting capital funds to purchase vehicles then awardees are responsible for any fees for licensing, insurance or taxes on the vehicle.

**NOTE: All capital purchases such as vehicles, equipment, etc. must be sourced locally by the awardees.**

*Expectations:* If awarded a grant, your organization will be required to adhere to the following expectations:

- Terms of the grant agreement.
- Willingness to integrate The Arby's Foundation into public communications in partnership with the Georgia Food Bank Association.
- Use of The Arby's Foundation and Georgia Food Bank Association logos on vehicles or in all materials, etc. paid for with funding from the grant.
- Continue to participate in SFSP/SS or CACFP programs for a minimum of 3 years after grant award as long as they are in good standing with Bright from the Start: GA Department of Early Care and Learning and/or GA Department of Education.
- Report on outcomes from program implementation a minimum of 2 years after initial funding (this will allow us to determine what continued impact the items purchased and utilized have on long term programming)



## **Grant Guidelines**

*Deadline:*       **Friday March 13, 2015 at 5:00PM**

*How to Apply:* Organizations must submit all materials by email to [michele.chivore@georgiafoodbankassociation.org](mailto:michele.chivore@georgiafoodbankassociation.org) with the subject line as follows: **GFBA/Arby's Childhood Hunger Capital and Community Investment Grant Proposal.**

- Proposals must be in Microsoft Word format.
- All proposals should be submitted electronically via e-mail to Michele Chivore, Campaign Director [michele.chivore@georgiafoodbankassociation.org](mailto:michele.chivore@georgiafoodbankassociation.org).
- Each proposal must be identified with the project title, organization name and address, primary contact person, e-mail address, phone number, due date and time.
- Funding Category that is being applied for (Category 1; Category 2; or Category 3)
- Proposals should be submitted using Garamond 11pt with 1.5 line spacing
- Late proposals will not be considered under any circumstances
- Any proposals received by mail or fax will not be considered.

**All applicants are required to submit their applications using the attached template.**

*Questions:*

Please send all questions related to the RFP via e-mail to Michele Chivore, Campaign Director [michele.chivore@georgiafoodbankassociation.org](mailto:michele.chivore@georgiafoodbankassociation.org).



**Georgia Food Bank Association: Feeding for a Promising Future – No Kid Hungry Campaign**  
**Arby's Foundation Childhood Hunger Initiative Capital and Community Investment Grant**

**APPLICATION**

**Organization Name**

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**Mailing Address**

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City: State: Zip:

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**Executive Director**

Name: E-Mail:

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**Grants Contact**

Name: Title:

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Phone: Fax: E-Mail:

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**Program Coordinator Contact**

Name: Title:

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Phone: Fax: E-Mail:

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The following questions apply to the childhood hunger feeding programs your requested grant will support.

- 1) Provide a description and background on your organization; provide details around any childhood hunger work your organization has been involved in and the amount of funding that is being requested.
- 2) Please provide a detailed budget outlining how you expect these funds to be expended. A budget and budget narrative clearly outlining how and what the funds will be spent on needs to be provided (**Only use the budget template attached**).
- 3) Describe the need for increased summer (SFSP/SS) or Afterschool (CACFP) At Risk feeding programming or childhood hunger initiatives in the community which this grant will impact. Describe how this grant funding would help address any gaps in service in underserved or unserved areas.



- 4) Describe your proposed program model, including the specific services to be offered. Explain how the particular program model you have selected will address the needs identified in your response to question 1, including the gap being addressed with this funding. Detail how this funding will leverage current programming to address childhood hunger? **(Provide details around the specific Category selected for funding: 1, 2 or 3)**
- 5) Detail any outreach plans, including the proposed methods to identify children for inclusion and target audience of the outreach campaign.
- 6) Describe how your organization selected the site/s where the program will operate. In a separate paragraph explain why those sites are particularly suited to serving as a feeding site?
- 7) Describe 2-3 measurable, attainable, realistic and time-limited goals for impacting childhood hunger through the intended program. What do you hope to accomplish with the grant funds?
- 8) Complete the tables below; enter projected numbers for SFSP/SSO or CACFP/CACFP At Risk applicable to the program type for which you are requesting funding.

	2014 SFSP/SSO	2014 CACFP/CACFP At Risk	2015 SFSP/SSO	2015 CACFP/CACFP At Risk
Total number of meal sites operated				
Total days of operation				
Total open sites (SFSP/SSO only)				

Total Meals Served for the Entire Summer by meal type (at all sites combined):  
If you do not serve a meal, please enter a zero (0).

	Breakfast	Lunch	Supper	Snack
2014 Summer				
2014 Average Daily Participation				
2015 Summer				
2015 Average Daily Participation				



Total Meals Served for Afterschool programming by meal type (at all sites combined):  
 If you do not serve a meal, please enter a zero (0).

	Breakfast	Lunch	Supper	Snack
<b>2014 CACFP/CACFP At Risk</b>				
<b>2014 Average Daily Participation</b>				
<b>2015 CACFP/CACFP At Risk</b>				
<b>2015 Average Daily Participation</b>				

9) Describe your long-range program plan for this initiative. Describe how this funding would help increase the sustainability of your SFSP/SS or CACFP/CACFP At Risk feeding program over the long term, and how you would leverage this multi-year funding outside of increasing meals to children. For example, has this funding allowed you to build staff capacity, change your program model, secure additional funding, and/or resulted in other positive outcomes?



**GFBA - Arby's Capital and Community Investment Grant Budget**

<b>Expenses</b>	<b>Grant Funds</b>
Personnel (Salary and Benefits)	\$0.00
Other Direct Costs	
Copying/Printing/Materials	\$0.00
Equipment and Other Capital Expenditures	\$0.00
Supplies and Non Capital Expenditures	\$0.00
Building/Space	\$0.00
Other	\$0.00
<b>Subtotal Other Direct Costs</b>	<b>\$0.00</b>
Travel	
Local mileage	\$0.00
Transportation costs (e.g. Fuel)	\$0.00
<b>Subtotal Travel</b>	<b>\$0.00</b>
Contractual	\$0.00
<b>Total Personnel, Direct Costs, Travel, and Contractual</b>	<b>\$0.00</b>
<b>TOTAL BUDGET</b>	<b>\$0.00</b>

**GFBA - Arby's Capital and Community Investment Grant Budget Narrative**

**SALARIES AND BENEFITS**

**TOTAL SALARY AND FRINGE COSTS:**

**COPYING/PRINTING/MATERIALS**

**TOTAL COPYING/PRINTING/MATERIALS**

**EQUIPMENT AND OTHER CAPITAL EXPENDITURES**

**TOTAL EQUIPMENT AND OTHER CAPITAL EXPENDITURES:**

**SUPPLIES AND NON CAPITAL EXPENDITURES**

**TOTAL SUPPLIES AND NON CAPITAL EXPENDITURES:**

**OTHER**

**TOTAL OTHER:**

**TOTAL PROJECT COST:**

Budget Narrative should have a detailed explanation of all the items listed in your budget. This should include information on how items are calculated; actuals or quotes for items to be purchased and the vendor where items will be purchased should be listed.