

**EXHIBIT A
SCOPE OF WORK/WORK PLAN FORMAT
FINAL REPORT**

Grant funds received in Fiscal Year 2013-14: \$100,000

Program/Project Summary: Senior Brown Bag, Agencies, Harvest Bag, CalFresh

Goal/Objective	Major Tasks/Outputs (in order to achieve goal)	Timeline/Outcomes
<p>Senior Brown Bag: To increase participation rates by targeting baby-boomers entering retirement.</p>	<p>1a – To utilize traditional media, senior newsletters, and social media to better educate seniors about eligibility and locations of distributions.</p> <p>1b – To work more closely with Senior Centers and the Area Agency on Aging to identify eligible seniors and reach them with information regarding food distribution opportunities.</p>	<p>July 2013 through June 2014:</p> <p>1a – We have fully utilized our website, social media, communication networks at sites, and our online newsletters to make people aware of eligibility and site locations. (See footnote #1) The Sr. Brown Bag Program has now merged completely into our USDA Commodities program, so that all seniors served through USDA sites are supported in part by the county grant. In 2013-2014, we provided 6,750 seniors (unduplicated) with approximately 900,000 lbs. of food through all Food Bank distribution sites.</p> <p><i>100% of goal achieved.</i></p> <p>1b – Our ongoing relationship with Sr. Centers, Sr. Nutrition Program, and other agencies that serve seniors has helped us to identify seniors unable to access distribution sites who are under-served in the community. We are addressing the increasing concern for homebound seniors in 2014-2015.</p> <p><i>100% of goal achieved.</i></p>

<p>Agencies Program: To integrate regionally located agencies into the distribution of USDA Commodities.</p>	<p>2 – To train at least four agencies in the distribution of bags left over from our regionally located commodities distribution sites, providing more even access to shelf-stable food throughout the county</p>	<p>July 2013 through June 2014: 2 – We are maintaining at least 5 agencies as USDA Commodities distributors of pre-bagged food from their pantries. These are bags left over from our USDA site near them in order to assure that no food goes to waste and is equitably shared in the locale. In all, we distributed 2,203,929 lbs. of food through our Agencies Program in 2013-2014, compared to 2,143,362 in 2012-2013. <i>100% of goal achieved.</i></p>
<p>Harvest Bag Program: To provide more efficiency, better control, and better service from our Harvest Bag sites, resulting in an increase of persons served.</p>	<p>3 – To prepare food bags in our warehouse rather than at the site, requiring fewer volunteers, better control of bag count, faster service for recipients, and safer site conditions.</p>	<p>July 2013 through June 2014: 3 – 11% more people were served than in the prior year, due to improved control, more efficient service, and increased safety due to packing in the warehouse. In all we provided 1,459,627 lbs. of food in 2013-2014, compared to 1,301,622 in 2012-2013. We served 35,421 persons (duplicated) through the Harvest Bag Program alone. <i>100% of goal achieved.</i></p>
<p>CalFresh Outreach: Strengthen our partnership with WIC, DSS, and our agencies in the promotion of CalFresh to eligible persons in our county.</p>	<p>4a – To increase to a ¾ time paid assistant to the CalFresh Coordinator, allowing not only more applications submitted, but also follow-up and mutual training with collaborative partners in the county. 4b – To increase use of agency venues for CalFresh outreach.</p>	<p>July 2013 through June 2014: 4a – We have maintained one full-time, and at least a ¾ time assistant throughout 2013-2014. New enrollments through the assistance of our CalFresh Outreach program have increased only slightly despite our increased efforts. (See footnote #2) <i>100% of goal achieved.</i> 4b – We are now working on a regular basis with six agencies who partner with our personnel in a variety of ways to reach</p>

		<p>their clients with information and assistance toward CalFresh enrollment. (See footnote #3) <i>100% of goal achieved.</i></p>
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- 1) We have learned that printed forms of communication can be as problematic as helpful in circulating locations and times of Food Bank distributions. While all sites are set for certain days and hours, with 75 sites around the county, there are changes on a regular basis due to holidays, school schedules, and local conditions. We have encouraged our partners not to use printed material as a reference, but to call or go to our website for the most updated information to be sure people are not misled.

- 2) CalFresh enrollment has had a minimal increase in the past six months for various reasons. Increases in earlier years were due to increased enrollments from our own distribution sites. Many other individuals in our county face illegibility barriers. Two specific populations are SSI/SSP recipients and college-aged students. SSI/SSP recipients are ineligible to receive CalFresh, so this excludes this large population from applying and receiving benefits. Students face eligibility barriers because of strict guidelines which they must meet before being eligible for benefits; specifically students are required to be working at least 20 hours a week while also being enrolled part-time. Yet, Cal Poly University students are not encouraged to work as they carry heavy course-loads in their academic quarters. This all creates a large barrier for these students who are in need of CalFresh benefits and otherwise potentially eligible. While we cannot make changes to the barriers SSI/SSP recipients encounter, we are working diligently with our County Department of Social Services to help Federal Work Study students overcome these CalFresh eligibility hurdles.

- 3) Loaves and Fishes, Second Baptist Church, Head Start, Salvation Army, Promotores Collaborative of San Luis Obispo County, and the Paso Robles Housing Authority are all partner agencies who, among others, who refer to us and have allowed us to do outreach at their sites in our efforts to bring community resources and the CalFresh program to their participants. These agencies have been great partners as we work to reach varied populations who may be potentially eligible for CalFresh benefits.

**Final Report FY 2013-14
PROGRAM BUDGET FORM**

	Project Expense	Grant Budget Requested	Other Funding Available* Amount & Source
I. PERSONNEL EXPENSES (associated with the proposed project)			
Brown Bag Program	18,970	5,000	23,970
Distribution to Agencies	114,000	22,500	136,500
Harvest Bag Program	131,810	12,500	144,310
CalFresh Outreach Program	66,143	10,000	76,143
Subtotal – Personnel Expenses	330,923	50,000	380,923
II. OPERATING EXPENSES (associated with the proposed project)			
Brown Bag Program Costs	22,800	5,000	27,800
Agencies Program Costs	315,920	30,000	345,920
Harvest Bag Program Costs	142,510	10,000	152,510
CalFresh Outreach Costs	12,896	5,000	17,896
Subtotal – Operating Expenses	494,126	50,000	544,126
III. INDIRECT @14.82% OF PERSONNEL	49,043		49,043
Total Grant Project Expenses	874,092	100,000	974,092