

EMERGENCY COVID ASSISTANCE GRANT APPLICATION

Sponsor: Forest Grove Elks #2440 Tax ID # 93-0582827
 (N/A for City Board or Commission)
 Contact Person: Alice Custodio Daytime Phone: 971-930-5865
 Address: PO Box 624 Email Address: amcust@gmail.com
 City: Forest Grove State: OR Zip: 97116

Signature: *Alice Custodio* 3-31-20

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Food for Low Income Families & Veterans \$

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input type="checkbox"/>	Improve the appearance or environmental quality of the community	
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	Provide Food and small appliances to families and Vets to sustain them thru pandemic times. To work with Schools in Forest Grove/Cornelius and Vets in Forest Grove.

C. Brief Project Description and Explanation of how the COVID funds will be used:

So many people have lost jobs because of the pandemic, our goal is to assist with providing packaged food to low income families and veterans who may need assistance. We would work with the school district as they already have listings of families in need and we could expand the mouths we are feeding from our back pack program. For veterans, we would work with the VA in Hillsboro to make sure that veterans have food as well as small appliances for cooking. Also to help transition Vets from the homeless ranks to housing, they will need some items for cooking.

This is an important time that families need to stay together and it will be harder until incomes start flowing again. Providing menu items that can be made into meals is very important. Since we have already worked with students to create take home items through the backpack program, we have experience in providing food to a large group of students. This would increase to more families to assist until more jobs become available.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded?

Veterans and Low income families in the Greater Forest Grove Area

350

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Breakdown estimated costs by source:

	COVID	Sponsor	Other #1	Other #2
Personnel Services				
Supplies	\$ 25,000.00	8000.00	2000.00	1000.00
Capital				
Materials				
Other (please explain):				
Total	\$ 25,000.00	\$ 8,000.00	\$ 2,000.00	\$ 1,000.00

Total Estimated Costs: \$ 36,000.00

% of Total Budget provided by Sponsor: 22.22%

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

The times are uncertain with the COVID-19 still in full swing, but we would like to start helping as soon as monies are released. We would need to purchase foods and produce. Fruit, potatoes, Onions. Stock shelves, box groceries for families and stage items for pickup would be our primary tasks. Also, communications with families where allergies are involved.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

The Forest Grove Elks have been working in the community for the past 10 years with a number of projects that have involved large groups of people such as the Christmas Basket program where we have given out food to over 600 people. We currently have a list of 104 students that we were feeding before the virus outbreak with takehome weekend food packs. We will be continuing to carry on that project as well and this would currently be a companion with that project so that we may effectively assist more families.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

Yes, we are working closely with the Forest Grove School District and the Veterans Administration. The School District provides lists of names and we package the goods and stage them for delivery. We would be doing the same for Veterans. Our VA rep comes out on Mondays and when she is allowed to come back to our area, we will coordinate the distribution of food boxes to the vets.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

The Forest Grove Elks members approve of us doing this project for our community.

Applications must be submitted by 5:00 pm, April 7, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.