



# Mendocino Food and Nutrition Program Inc The Fort Bragg Food Bank Annual Report 2012





# Mendocino Food and Nutrition Program Inc 2012 Annual Report

## 2012 ACCOMPLISHMENTS

### Maintain Our Level of Service to Clients

We distributed 1,107,000 pounds of food to eligible low-income residents of Mendocino County.

We distributed 824,000 pounds from the Fort Bragg Food Bank, serving coastal Mendocino County from Elk to Westport.

We provided 283,000 pounds of food to other food pantries and to soup kitchens county-wide.

At the Fort Bragg Food Bank we served an average of 863 client households (1,535 household members) per month. This represents 1,969 client visits per month. Clients received an average of 35 pounds of food per visit.

Countywide we provided EFAP commodities to an additional 1,125 food pantry client households (2,534 household members) per month, and to soup kitchens who collectively served an average of 10,600 meals per month.

### Efficient Use of Funds for Food Acquisition

By emphasis on locating sources of donated foods and maintaining the infrastructure to transport them, we were able to acquire \$5.75 worth of food for every budget dollar spent (including all direct and indirect costs).

Considering only direct costs, including transport, the average cost of all food acquired was six cents per pound.

### Infrastructure Improvements

In 2012 we were able to finally replace one of our old worn out food transport trucks with a brand new truck. We purchased a 2013 Freightliner truck with an 18' refrigerated box at a cost of \$105,000. Funding was mostly through local donations plus a few small grants. As well as being safer and more reliable than our old truck, it gives us an additional 3,400 pounds of payload for food transport. It is also more economical to run and has lowered our per-pound transport costs considerably.

### Staffing

We retained all of our excellent crew of 7 staff members who, at year end, had an average length of employment at the Food Bank of 3.2 years. This stability has allowed us to continue to make gains in operating efficiency.

### New Fundraising Event

In October we held our first ever Soup and Chili Cook-Off. Although our profits were small, the event was much enjoyed by participants and attendees. We plan to build on the experienced gained this first year and are looking forward to making this an annual fundraiser.

### New Client Intake Software Program

In February we replaced our homegrown client intake program with a small commercial food pantry program, FoodStar, for a very reasonable cost. The new program has been working quite well for our needs.



# Mendocino Food and Nutrition Program Inc 2012 Annual Report

## OUR PROGRAMS

We distributed approximately 1,107,000 pounds of food in 2012.

### USDA Commodities / Emergency Food Assistance Program (EFAP)

We are the Eligible Recipient Agency (ERA) tasked with receiving, storing and transporting USDA commodities to food banks / pantries and to soup kitchens and other congregate feeding programs throughout Mendocino County. In 2012 we received 305,437 pounds of food through this program. We keep about 3 months supply in our warehouse.

Every month we deliver USDA commodities to the following emergency food distribution organizations throughout Mendocino County:

1. Ukiah Community Center Food Bank
2. Willits Community Services Food Pantry
3. Round Valley Food Pantry (Covelo)
4. Laytonville Food Pantry
5. Leggett Food Pantry
6. Point Arena Food Pantry
7. Gualala Food Pantry
8. Anderson Valley Food Pantry (Boonville)
9. Plowshares Soup Kitchen (Ukiah)
10. Willits Daily Bread Soup Kitchen

The following local organizations pick up USDA commodities at our warehouse in Fort Bragg:

1. Gleanings Soup Kitchen (Fort Bragg)
2. Lighthouse Four-Square Church Soup Kitchen (Fort Bragg)
3. Hospitality House Homeless Shelter (Fort Bragg)
4. Primary Purpose Sober Living Environment (Albion)

In 2012 EFAP Commodities were distributed, countywide, to an average of 1,989 unduplicated client households per month (4,069 household members).

### Monthly Food Boxes (CSFP)

We provided a monthly food box (through the Commodities Supplement Food Program, CSFP) to an average of 189 seniors and 2 families with children: 76,441 lbs

## Weekly Emergency Food Distribution

The Fort Bragg Food Bank provided emergency groceries directly to eligible client families residing in the western part of Mendocino County from Westport to Elk. Each client may pickup food at our Fort Bragg Food Bank warehouse once a week. In 2012 we served an average of 863 unduplicated client households each month (reaching 1,535 unduplicated household members) at the Fort Bragg Food Bank. We are open for food distribution 3 days a week (Mon, Wed, Fri).

In addition to USDA Commodities which each client receives on their first visit to the Food Bank each month, the other sources of food for this weekly program were:

### LOCAL DONATIONS: 401,177 lbs

- Surplus food picked up daily from local groceries, restaurants and bakeries in Fort Bragg and Mendocino (plus other food donations from local businesses): 312,178 lbs
- Walk-in donations: 30,042 lbs
- Business and Organization Drop-Offs: 48,966
- Food drives / barrels : 9,991 lbs

### OTHER DONATED FOOD SOURCES: 266,035 lbs

- Farm-to-Family (F2F) Produce: 131,141 lbs
- Other Donated Food from Redwood Empire Food Bank (REFB): 122,669 lbs
- Donate-Don't-Dump food: 12,225 lbs

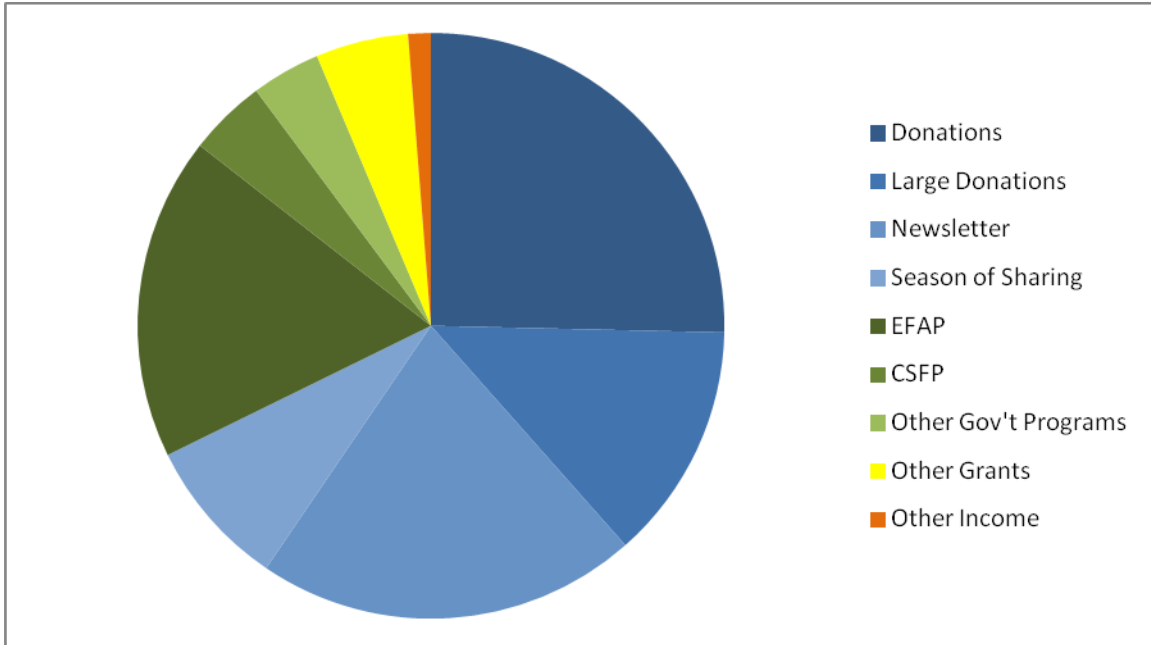
### PURCHASED FOOD SOURCES: 57,937 lbs

- Food for the Food Bank's Commodity (Non-USDA) Bags - funded by General Funds: REFB and other Wholesale Sources: 6,832 lbs
- Purchased through Supermarkets, mostly for Holiday Food Bags: 20,786 lbs
- Purchased to fulfill agency orders: 1,301 lbs
- Milk & Yogurt for First5 Program for young children: 4,601 lbs
- Wholesome food for Kid's Bags funded by Mendocino Coast Children's Fund (MCCF): 12,041 lbs
- Hi protein foods purchased with Tax Checkoff funds: 12,376 lbs

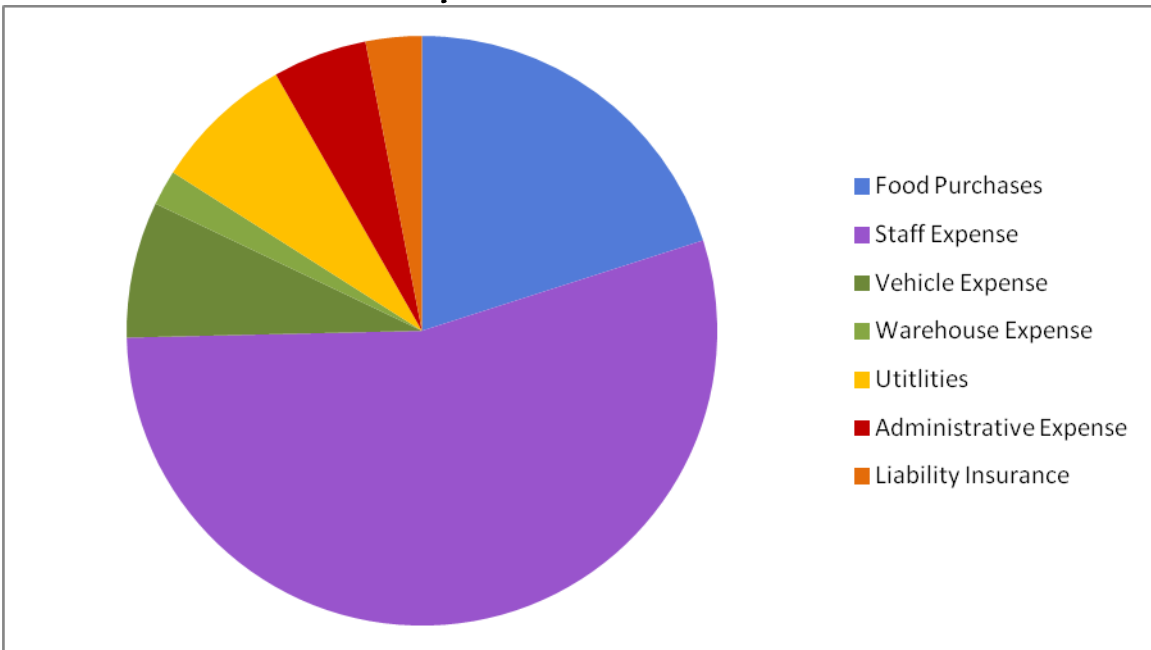


# Mendocino Food and Nutrition Program Inc 2012 Revenues and Expenses

Revenues \$282,486



Expenses \$300,397



## FOOD SOURCES 2012

**SUMMARY OF DONATED VS PURCHASED FOODS**  
*Costs are Per-Pound or Per-Case Costs for Food. Transport Costs Not Included.*

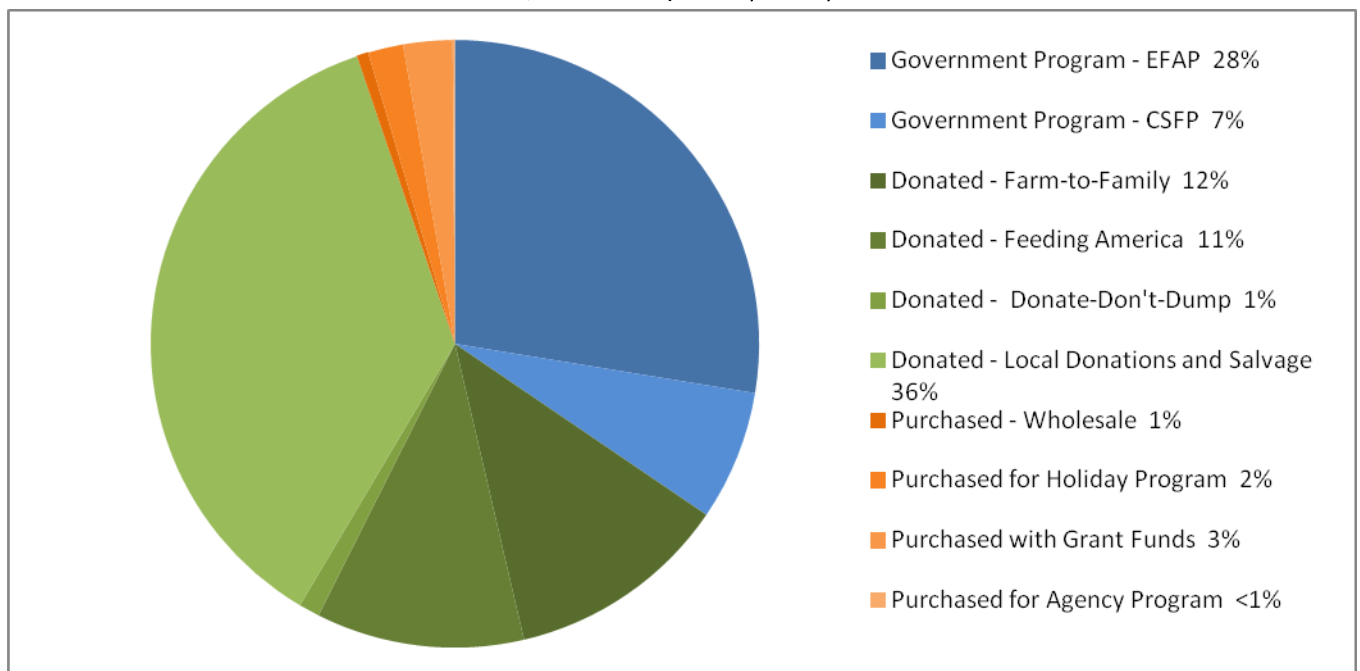
	<i><b>POUNDS</b></i>	<i><b>PERCENT (By Weight)</b></i>	<i><b>PURCHASED COST</b></i>	<i><b>PERCENT (By Cost)</b></i>	<i><b>COST PER POUND</b></i>	<i><b>COMMENTS</b></i>
<i>Gov't Program EFAP</i>	305,437	28%	\$ -	0%	\$ -	Thru government programs
<i>Gov't Program CSFP</i>	76,441	7%	\$ -	0%	\$ -	
<b>TOTAL GOVERNMENT PROGRAMS</b>	381,878	34%	\$ -	0%	\$ -	
<i>Donated Local Individuals and Businesses</i>	401,177	36%	\$ -	0%	\$ -	Costs are Shared Maintenance Fees - intended to offset the handling costs of the organization that distributes this donated food to us. (Our own transport costs not included)
<i>Donated D-Codes from REFB</i>	122,669	11%	\$ 10,592	18%	\$ 0.09	
<i>Donated DDD</i>	12,225	1%	\$ -	0%	\$ -	
<i>Donated F2F Produce</i>	131,141	12%	\$ 3,934	7%	\$ 0.03	
<b>TOTAL DONATED</b>	667,212	60%	\$ 14,527	24%	\$ 0.02	
<i>Purchased Weekly Purch</i>	6,832	1%	\$ 7,378	12%	\$ 1.08	These are actual purchased costs from retailers or wholesalers (mostly wholesale pricing).
<i>Purchased Holiday Meat</i>	10,826	1%	\$ 13,956	23%	\$ 1.29	
<i>Purchased Holiday Other</i>	9,960	1%	\$ 4,775	8%	\$ 0.48	
<i>Purchased EFSP Purch</i>	-	0%	\$ -	0%	\$ -	
<i>Purchased Tax Checkoff</i>	12,376	1%	\$ 5,156	9%	\$ 0.42	
<i>Purchased First 5</i>	4,601	0%	\$ 2,508	4%	\$ 0.55	
<i>Purchased MCCF</i>	12,041	1%	\$ 10,309	17%	\$ 0.86	
<i>Purchased Agencies Purch</i>	1,301	0%	\$ 1,215	2%	\$ 0.93	
<b>TOTAL PURCHASED</b>	57,937	5%	\$ 45,296	76%	\$ 0.78	
<b>TOTAL</b>	1,107,027	100%	\$ 59,823	100%	\$ 0.05	Total direct out-of-pocket expenditures for food (excluding transport)



# Mendocino Food and Nutrition Program Inc 2012 Annual Report

## FOOD SOURCES

2012 Total Pounds = 1,107,022





EFAP USDA COMMODITIES  
HOUSEHOLDS AND PEOPLE SERVED  
COUNTYWIDE  
2012

	FOOD BANKS AND PANTRIES - CLIENTS SERVED																				
	January			February			March			April			May			June			July		
	Signatures	Bags	People	Signatures	Bags	People	Signatures	Bags	People	Signatures	Bags	People	Signatures	Bags	People	Signatures	Bags	People	Signatures	Bags	People
Anderson Valley	57	99	241	66	113	282	83	92	262	69	113	268	51	82	213	42	68	167	50	89	182
Gualala	43	55	104	31	41	88	42	58	128	35	41	78	39	49	97	37	47	98	33	40	80
Laytonville	58	70	136	56	69	130	51	58	104	57	70	133	53	67	120	57	68	125	51	60	110
Leggett	26	30	54	24	28	47	29	32	47	22	26	40	29	32	52	24	26	40	22	27	45
Point Arena	50	57	101	48	55	98	40	49	89	43	49	84	41	46	76	42	50	85	48	58	104
Round Valley	68	109	272	71	108	249	74	114	275	75	114	261	69	110	254	70	120	300	80	137	353
Ukiah Community Center	581	676	1,155	667	768	1,306	606	707	1,190	600	722	1,241	676	871	1,264	681	784	1,290	584	686	1,129
Willits Community Center	217	248	455	277	319	575	223	253	441	224	257	448	214	247	432	216	250	436	184	207	370
<b>TOTAL Subsites</b>	<b>1,100</b>	<b>1,344</b>	<b>2,518</b>	<b>1,240</b>	<b>1,501</b>	<b>2,775</b>	<b>1,148</b>	<b>1,363</b>	<b>2,536</b>	<b>1,125</b>	<b>1,392</b>	<b>2,553</b>	<b>1,172</b>	<b>1,504</b>	<b>2,508</b>	<b>1,169</b>	<b>1,413</b>	<b>2,541</b>	<b>1,052</b>	<b>1,304</b>	<b>2,373</b>
Fort Bragg (w/Cypress & Moura)	892	942	1,581	867	962	1,575	865	942	1,541	935	1,020	1,644	854	940	1,483	835	927	1,467	795	889	1,455
<b>TOTAL ALL SITES</b>	<b>1,992</b>	<b>2,286</b>	<b>4,099</b>	<b>2,107</b>	<b>2,463</b>	<b>4,350</b>	<b>2,013</b>	<b>2,305</b>	<b>4,077</b>	<b>2,060</b>	<b>2,412</b>	<b>4,197</b>	<b>2,026</b>	<b>2,444</b>	<b>3,991</b>	<b>2,004</b>	<b>2,340</b>	<b>4,008</b>	<b>1,847</b>	<b>2,193</b>	<b>3,828</b>

	SOUP KITCHENS - MEALS SERVED						
	January	February	March	April	May	June	July
Gleanings	433	504	418	472	426	402	456
Hospitality House	1,957	1,408	1,652	1,752	1,831	1,948	1,990
Lighthouse 4-Square	1,900	1,900	1,700	1,900	1,850	1,400	1,200
Primary Purpose	1,080	1,080	1,080	1,080	1,080	1,080	1,080
<b>TOTAL COASTAL</b>	<b>5,370</b>	<b>4,892</b>	<b>4,850</b>	<b>5,204</b>	<b>5,187</b>	<b>4,830</b>	<b>4,726</b>
Plowshares	5,057	4,550	4,762	4,740	5,359	4,998	5,369
Willits Daily Bread	816	885	862	835	957	625	804
<b>TOTAL INLAND</b>	<b>5,873</b>	<b>5,435</b>	<b>5,624</b>	<b>5,575</b>	<b>6,316</b>	<b>5,623</b>	<b>6,173</b>
<b>TOTAL SOUP KITCHENS</b>	<b>11,243</b>	<b>10,327</b>	<b>10,474</b>	<b>10,779</b>	<b>11,503</b>	<b>10,453</b>	<b>10,899</b>

EFAP USDA COMMODITIES  
HOUSEHOLDS AND PEOPLE SERVED  
COUNTYWIDE  
2012

	<b>FOOD BANKS AND PANTRIES - CLIENTS SERVED</b>																				
	<i>August</i>			<i>September</i>			<i>October</i>			<i>November</i>			<i>December</i>			<i>Year Total</i>			<i>Monthly Average</i>		
	<i>Signatures</i>	<i>Bags</i>	<i>People</i>	<i>Signatures</i>	<i>Bags</i>	<i>People</i>	<i>Signatures</i>	<i>Bags</i>	<i>People</i>	<i>Signatures</i>	<i>Bags</i>	<i>People</i>	<i>Signatures</i>	<i>Bags</i>	<i>People</i>	<i>Signatures</i>	<i>Bags</i>	<i>People</i>	<i>Signatures</i>	<i>Bags</i>	<i>People</i>
Anderson Valley	52	90	232	41	73	176	35	59	156	80	103	341	64	115	296	690	1,096	2,816	58	91	235
Gualala	45	52	102	37	46	92	33	43	86	51	64	133	63	81	170	489	617	1,256	41	51	105
Laytonville	51	65	122	55	65	116	59	70	126	69	79	136	60	71	131	677	812	1,489	56	68	124
Leggett	23	27	50	26	29	50	29	34	57	32	38	62	28	31	47	314	360	591	26	30	49
Point Arena	47	55	98	43	48	73	50	61	106	49	56	90	58	68	118	559	652	1,122	47	54	94
Round Valley	81	142	357	74	120	284	61	98	218	57	91	215	53	86	213	833	1,349	3,251	69	112	271
Ukiah Community Center	542	670	1,423	579	678	1,160	593	692	1,156	658	767	1,280	597	699	1,190	7,364	8,720	14,784	614	727	1,232
Willits Community Center	220	242	449	202	234	420	193	219	377	199	226	380	199	230	314	2,568	2,932	5,097	214	244	425
																-	-	-			
<b>TOTAL Subsites</b>	<b>1,061</b>	<b>1,343</b>	<b>2,833</b>	<b>1,057</b>	<b>1,293</b>	<b>2,371</b>	<b>1,053</b>	<b>1,276</b>	<b>2,282</b>	<b>1,195</b>	<b>1,424</b>	<b>2,637</b>	<b>1,122</b>	<b>1,381</b>	<b>2,479</b>	<b>13,494</b>	<b>16,538</b>	<b>30,406</b>	<b>1,125</b>	<b>1,378</b>	<b>2,534</b>
Fort Bragg (w/Cypress & Moura)	876	972	1,515	822	916	1,463	855	950	1,501	825	939	1,499	948	1,067	1,702	10,369	11,466	18,426	864	956	1,536
<b>TOTAL ALL SITES</b>	<b>1,937</b>	<b>2,315</b>	<b>4,348</b>	<b>1,879</b>	<b>2,209</b>	<b>3,834</b>	<b>1,908</b>	<b>2,226</b>	<b>3,783</b>	<b>2,020</b>	<b>2,363</b>	<b>4,136</b>	<b>2,070</b>	<b>2,448</b>	<b>4,181</b>	<b>23,863</b>	<b>28,004</b>	<b>48,832</b>	<b>1,989</b>	<b>2,334</b>	<b>4,069</b>

	<b>SOUP KITCHENS - MEALS SERVED</b>						
	<i>August</i>	<i>September</i>	<i>October</i>	<i>November</i>	<i>December</i>	<i>Year Total</i>	<i>Monthly Average</i>
Gleanings	386	461	557	367	390	5,272	439
Hospitality House	2,154	1,905	1,859	1,887	1,691	22,034	1,836
Lighthouse 4-Square	1,483	1,200	620	663	693	16,509	1,376
Primary Purpose	1,080	1,080	1,080	1,080	1,080	12,960	1,080
						-	
<b>TOTAL COASTAL</b>	<b>5,103</b>	<b>4,646</b>	<b>4,116</b>	<b>3,997</b>	<b>3,854</b>	<b>56,775</b>	<b>4,731</b>
Plowshares	5,448	5,034	5,580	5,210	4,571	60,678	5,057
Willits Daily Bread	922	906	993	707	523	9,835	820
<b>TOTAL INLAND</b>	<b>6,370</b>	<b>5,940</b>	<b>6,573</b>	<b>5,917</b>	<b>5,094</b>	<b>70,513</b>	<b>5,876</b>
<b>TOTAL SOUP KITCHENS</b>	<b>11,473</b>	<b>10,586</b>	<b>10,689</b>	<b>9,914</b>	<b>8,948</b>	<b>127,288</b>	<b>10,607</b>

**MONTHLY FOOD DISTRIBUTION COUNTS  
FROM THE FORT BRAGG FOOD BANK  
2012**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVE	TOTAL
<b>PICKUPS - Household Counts by Age Group (Duplicated)</b>														
<b># Households</b>	1,992	1,927	1,958	2,063	1,941	1,854	1,738	2,019	1,687	1,997	2,421	2,034	1,969	23,631
Children 0 - 17	688	685	769	741	660	631	652	665	622	717	964	853	721	8,647
Adults 18 - 59	1,834	1,827	1,922	1,972	1,834	1,784	1,694	1,924	1,649	1,936	2,334	1,993	1,892	22,703
Adults 60+	803	800	787	822	776	723	693	818	662	765	971	771	783	9,391
Total Adults	2,637	2,627	2,709	2,794	2,610	2,507	2,387	2,742	2,311	2,701	3,305	2,764	2,675	32,094
<b>Total Household Members</b>	<b>3,325</b>	<b>3,312</b>	<b>3,478</b>	<b>3,535</b>	<b>3,270</b>	<b>3,138</b>	<b>3,039</b>	<b>3,407</b>	<b>2,933</b>	<b>3,418</b>	<b>4,269</b>	<b>3,617</b>	<b>3,395</b>	<b>40,741</b>
<b>UNDUPLICATED COUNTS - Household Counts by Age Group</b>														
<b># Households</b>	892	867	865	935	849	835	794	876	822	859	825	941	863	10,360
Children 0 - 17	377	376	364	379	321	321	341	315	323	329	365	414	352	4,225
Adults 18 - 59	918	915	871	952	852	864	830	897	857	887	855	978	890	10,676
Adults 60+	286	284	306	313	304	282	284	303	283	285	279	310	293	3,519
Total Adults	1,204	1,199	1,177	1,265	1,156	1,146	1,114	1,200	1,140	1,172	1,134	1,288	1,183	14,195
<b>Total Household Members</b>	<b>1,581</b>	<b>1,575</b>	<b>1,541</b>	<b>1,644</b>	<b>1,477</b>	<b>1,467</b>	<b>1,455</b>	<b>1,515</b>	<b>1,463</b>	<b>1,501</b>	<b>1,499</b>	<b>1,702</b>	<b>1,535</b>	<b>18,420</b>

**COMMODITIES SUPPLEMENT FOOD PROGRAM (CSFP)**  
**Number of Boxes Distributed**  
**2012**

	<i>JAN</i>	<i>FEB</i>	<i>MAR</i>	<i>APR</i>	<i>MAY</i>	<i>JUN</i>	<i>JUL</i>	<i>AUG</i>	<i>SEP</i>	<i>OCT</i>	<i>NOV</i>	<i>DEC</i>	<i>TOTAL</i>	<i>AVE</i>
Cypress Ridge	7	9	8	7	8	8	7	5	9	8	9	8	93	8
Moura	11	10	11	11	11	12	10	12	14	13	14	14	143	12
Point Arena	19	21	20	18	19	19	19	17	17	17	17	17	220	18
Leggett	6	5	8	4	4	5	4	3	4	4	4	4	55	5
Fort Bragg Seniors	141	147	153	153	144	137	146	140	155	139	141	155	1,751	146
<b>TOTAL SENIOR BOXES</b>	<b>184</b>	<b>192</b>	<b>200</b>	<b>193</b>	<b>186</b>	<b>181</b>	<b>186</b>	<b>177</b>	<b>199</b>	<b>181</b>	<b>185</b>	<b>198</b>	<b>2,262</b>	<b>189</b>
Fort Bragg Kids (boxes)	3	-	3	3	3	3	-	3	3	1	1	4	27	2
<b>TOTAL KIDS BOXES</b>	<b>3</b>	<b>-</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>-</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>27</b>	<b>2</b>
<b>TOTAL - ALL</b>	<b>187</b>	<b>192</b>	<b>203</b>	<b>196</b>	<b>189</b>	<b>184</b>	<b>186</b>	<b>180</b>	<b>202</b>	<b>182</b>	<b>186</b>	<b>202</b>	<b>2,289</b>	<b>191</b>



# Mendocino Food and Nutrition Program Inc 2012 Annual Report

## PERSONNEL

### BOARD OF DIRECTORS

Dan Fowler, President  
Thom Adams, Vice President, Secretary  
Ginnie Claus, Treasurer  
Glendie Johnson  
Kristen Carr (thru Sept)  
Amanda Durigan (starting April)

### STAFF

Nancy Severy, Executive Director  
Jim DiMauro, Warehouse Manager  
Amanda Friscia, Client/Volunteer Coordinator  
Hilary Miller, Administrative Assistant  
Joe Odegaard, Driver  
Doug Duncan, Warehouseman, Driver  
Holly Hawkins, Assistant Client/Volunteer Coordinator  
Leilani Levy, Temporary Assistant Coordinator (April – Dec)



# Mendocino Food and Nutrition Program Inc 2012 Annual Report

## STAFF HOURS

PAID STAFF	<u>Hours</u>	
Regular Hours Worked	8,202	
Overtime Hours	115	
Holiday Hours Taken	96	
Sick Hours Taken	34	
Vacation Hours Taken	266	
TOTAL PAID STAFF	8,713	4.2 Full-time Equivalents

VOLUNTEERS	<u>Hours</u>	
Regular Volunteer Hours	6,822	
Community Service Hours	4,015	
General Assistance Hours	141	
TOTAL VOLUNTEERS	10,978	5.3 Full-time Equivalents

GRAND TOTAL	19,691	9.5 Full-time Equivalents
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PAID STAFF AVERAGE LENGTH OF EMPLOYMENT: 3.3 years