



Request for Fiscal Year 2012 Community Development Block Grant (CDBG) Funds

*In 2011, the City of Lakewood will receive
\$2,017,897 in CDBG funding*

PART I – GENERAL INFORMATION

AGENCY:	Lakewood Community Services Center
ADDRESS:	14230 Madison Avenue
	Lakewood, OH 44107
TELEPHONE (DAY):	(216) 226.6466
CONTACT PERSON:	Trish Rooney
TITLE:	Executive Director
Email address:	trish@lcsclakewood.org
PROJECT/ACTIVITY NAME:	Food Pantry/Food Service Delivery
GRANT REQUEST AMOUNT:	\$22,100

NATIONAL OBJECTIVE MET BY THIS ACTIVITY:

- LIMITED CLIENTELE (SERVE ONLY LOW- AND MODERATE INCOME INDIVIDUALS)
- AREA BENEFIT (OPERATE ONLY IN ELIGIBLE LOW- AND MODERATE INCOME AREAS- MAP AVAILABLE UPON REQUEST)
- HOUSING UNITS (SERVE ONLY HOUSING UNITS OCCUPIED BY LOW- AND MODERATE INCOME HOUSEHOLDS)
- CREATES LOW- AND MODERATE INCOME JOB OPPORTUNITIES
- PREVENT SLUM & BLIGHT- AREA
- PREVENT SLUM & BLIGHT- SPOT
- OTHER- PLEASE DESCRIBE

AND

MY ACTIVITY IS A:

- PUBLIC SERVICE (CDBG FUNDS POSITIONS AND SIMILAR TO SERVE THE PUBLIC)
- PUBLIC FACILITY (CDBG FUNDS USED TO IMPROVE STREET, PUBLIC BUILDING, PUBLIC SPACE, ETC. CONDITIONS)
- HOUSING PROGRAM (CDBG FUNDS FOR IMPROVEMENTS TO HOUSING UNITS)
- BUSINESS OR ECONOMIC DEVELOPMENT ACTIVITY
- OTHER- PLEASE DESCRIBE

PROGRAMS MUST MEET A NATIONAL OBJECTIVE AND BE AN ELIGIBLE ACTIVITY IN ORDER TO BE FUNDED THROUGH CDBG. TECHNICAL ASSISTANCE AVAILABLE THROUGH PLANNING & DEVELOPMENT AND AT MEETING ON JUNE 28, 2011 3-5 PM IN AUDITORIUM.

**HUD DESIGNATED PERFORMANCE MEASURE FOR ACTIVITY
(MUST CHECK AT LEAST ONE OPTION)**

- CREATE SUITABLE LIVING ENVIRONMENTS
- PROVIDE DECENT AFFORDABLE HOUSING
- CREATE ECONOMIC OPPORTUNITIES

**HUD DESIGNATED PERFORMANCE OUTCOME FOR ACTIVITY
(MUST CHECK AT LEAST ONE OPTION)**

- AVAILABILITY/ACCESSIBILITY
- AFFORDABILITY
- SUSTAINABILITY

PART II – PROJECT DESCRIPTION

Please attach a separate sheet of paper with the answers to Part II, questions (1.) and (2.) **Limit your narrative to no more than one (1) page for each question.**

1. PROBLEM / NEED IDENTIFICATION

BRIEFLY DESCRIBE THE SPECIFIC COMMUNITY DEVELOPMENT PROBLEM OR NEED ADDRESSED BY THE PROGRAM. DESCRIBE HOW THE PROBLEM OR NEED INVOLVES LOW- AND MODERATE-INCOME RESIDENTS IN LAKEWOOD, OR HOW IDENTIFIED CONDITIONS COULD LEAD TO PHYSICAL BLIGHT IN THE COMMUNITY. USE OF DATA OR STATISTICS IN THE DESCRIPTION IS STRONGLY ENCOURAGED. EXPLAIN ANY PREVIOUS ACTIONS TAKEN TO ADDRESS THIS NEED.

2. STRATEGY STATEMENT

DESCRIBE HOW THIS REQUEST FOR FUNDS WILL ADDRESS THE PROBLEM OR NEED IDENTIFIED ABOVE. THIS SECTION SHOULD SPECIFICALLY DESCRIBE AND QUANTIFY THE SERVICES TO BE PROVIDED, OR THE PROJECT TO BE UNDERTAKEN WITH THE REQUESTED CDBG FUNDING. INCLUDE AN OBJECTIVE THAT IS A SPECIFIC, MEASURABLE OUTCOME TO BE ACHIEVED IF THE REQUEST FOR FUNDS IS APPROVED AND THE PROJECT COMPLETED (E.G. TO RECONSTRUCT 500 LINEAR FEET OF SIDEWALK FOR 50 UNITS OF HOUSING IN A LOW/MODERATE INCOME NEIGHBORHOOD.)

3. PROJECT AREA (city-wide, or identify census tract, neighborhood street boundaries, or street address where project is to take place): City-wide

PART III – ANTICIPATED BENEFITS

- 1. WHAT IS THE TARGET POPULATION? (E.g. elderly, disabled, abused children, etc.)**
Low- and Moderate-Income Lakewood households who are eligible to receive emergency food from Lakewood Community Services Center. **Note:** United Way funding

will allow delivery of emergency food once each month to seniors living in Lakewood senior housing who have difficulty getting to/from the Center.

2. PLEASE COMPLETE THE SECTION OF THE FOLLOWING TABLE THAT IS RELEVANT TO YOUR TYPE OF PROGRAM. THE NUMBER IN THE “LOW-MOD BENEFIT” COLUMN MAY BE THE SAME AS THAT IN THE “OVERALL BENEFIT” COLUMN.

FISCAL YEAR 2012			
Type of Program	A. Overall Benefit	B. Low-Mod Benefit (See Attachment II, “Income Guidelines”)	C. % Low-Mod Benefit (B. / A.)
Public Service	Total number of Lakewood residents to be served: 22,740	Total number of Lakewood residents of low/moderate income to be served: 22,740	100%
Economic Development	Total number of Lakewood businesses to be served: _____	Total number of jobs to be created for low/moderate income people: _____	_____%
Housing (includes rehab, new construction, or code inspection):	Total number of Lakewood housing units to be served: _____	Total number of Lakewood housing units occupied by low-moderate households to be served: _____	_____%
Infrastructure/ Public Facilities	Total number of housing units to benefit directly from the project: _____		

3. IF THIS IS AN EXISTING PROGRAM, PROVIDE AN UNDUPLICATED COUNT OF THE NUMBER SERVED PER YEAR DURING. PLEASE INDICATE IF YOU ARE COUNTING UNITS, HOUSEHOLDS OR INDIVIDUALS:
 FISCAL YEAR 2010: 5,317 individuals FISCAL YEAR 2011: 6,903 Individuals
4. IF A SOCIAL SERVICE, PERCENTAGE OF PROGRAM’S LAKEWOOD CLIENTS TO TOTAL NUMBER OF PROGRAM CLIENTS: 93.9%
5. ANTICIPATED PERCENTAGE INCREASE IN THE NUMBER SERVED BY THE PROGRAM DURING FISCAL YEAR 2012: 30%
6. ON WHAT BASIS DO YOU ANTICIPATE AN INCREASE? We continue to experience an increase in the number of individuals coming in for emergency food as the impact of the economy continues to affect more families. The 2012 increase is based on statistics to

date June 2011. Each month in 2011, 15% of the clients coming in for food had never needed this assistance in the past. Additionally, adding delivery to Lakewood seniors residing in senior housing could add another 1200 unduplicated clients.

7. IS THERE ANY OTHER AGENCY SERVING LAKEWOOD RESIDENTS WITH A SIMILAR PROGRAM?
 No Yes (If yes, please list the agency and program.) _____
8. DOES THE AGENCY HAVE PROCESSES IN PLACE FOR SERVING BENEFICIARIES WHO DO NOT SPEAK ENGLISH? No Yes (If yes, please describe) LCSC works with Catholic Charities' Migration and Refugee Services to provide translation services as needed. The Client Grievance and Confidentiality Policy is translated into Spanish and Arabic.
9. TO WHICH SET OF INCOME ELIGIBILITY GUIDELINES DOES THE AGENCY TYPICALLY ADHERE IN THE ADMINISTRATION OF THIS PROGRAM [E.G. HUD PROGRAM LOW- AND MODERATE-INCOME GUIDELINES; HOUSING CHOICE VOUCHER PROGRAM (FORMERLY "SECTION 8"); FEDERAL HHS POVERTY GUIDELINES; ETC.]: Ohio Department of Job and Family Services Federal and State Funded Food Programs Eligibility Guidelines
10. PLEASE LIST THE CLIENT ELIGIBILITY CRITERIA OF THE PROGRAM.
- A. Resident of Lakewood, Rocky River or Westlake
 - B. Household income at or below the ODJFS eligibility guidelines
 - C. Eligible for a three-day supply of food every 30 days unless a special circumstance arises and food is need more often
11. DESCRIBE THE POTENTIAL SPIN-OFF BENEFITS TO THE COMMUNITY IF THIS PROJECT IS FUNDED: Food insecurity has well-documented detrimental effects on a community. For adults and particularly adults with children, not being able to provide sufficient food leads to household stress and anxiety. Among school-aged children, hunger is increasingly acknowledged to be associated with detrimental health, emotional and learning outcomes. Seniors who experience hunger are at risk for serious health problems. Hunger can be life-threatening for seniors by increasing the risk for stroke, prolonging recovery from illness, extending hospital stays, and limiting the effects of prescription drugs. Funding this project will ensure that LCSC can continue to provide a minimum supply of three days of food each month to the increasing number of individuals and families seeking assistance.
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PART IV – PROJECT TIMELINE AND BENCHMARKS

1. WHAT IS THE PROJECT'S CURRENT STATUS?
- Existing program that is underway
 - New program that is ready for implementation
 - New program that is currently in the planning phase

2. WHEN WILL THIS PROJECT'S PROGRAM YEAR BEGIN? January 1, 2012 END? December 31, 2012
3. INDICATE BELOW THE AMOUNT OF CDBG FUNDS TO BE SPENT EACH QUARTER, BEGINNING JANUARY 1, 2012 AND ENDING DECEMBER 31, 2012.

2012 Jan., Feb. and March	2012 Apr., May and June	2012 July, Aug. and Sept.	2012 Oct., Nov., and Dec.
\$5,525	\$5,525	\$5,525	\$5,525

4. PROVIDE A WORK SCHEDULE IN THE SPACE BELOW THAT INDICATES A PROJECTED MILESTONE AND DEADLINE FOR ACCOMPLISHMENT OF TASKS OR THE DELIVERY OF SERVICES. (E.G. THE SCHEDULE FOR A PUBLIC SERVICE ACTIVITY MAY SPECIFY DELIVERY OF A CERTAIN NUMBER OF STAFF HOURS PER QUARTER, OR DELIVERY OF SERVICES TO A CERTAIN NUMBER OF CLIENTS PER QUARTER.)

MILESTONE	DEADLINE
5,685 duplicated Lakewood residents will receive food each quarter	March 31; June 30; September 30; December 31, 2012

PART V – FINANCIAL SUMMARY

1. IF THIS PROJECT INCLUDES PHYSICAL IMPROVEMENT(S), WHAT IS THE LIFE EXPECTANCY OF THE IMPROVEMENT(S)?

2. DOES THIS PROJECT PRODUCE PROGRAM INCOME (I.E. REVENUES)?
 No Yes (If yes, what is the estimated income to be produced and according to what schedule?): _____

3. PLEASE IDENTIFY THE PRIMARY STAFF MEMBERS WHO WILL BE INVOLVED IN THE ADMINISTRATION OF THE PROGRAM. IDENTIFY IF POSITION IS TO BE NEWLY HIRED IN THE “SUMMARY” SECTION OF THE TABLE.

TITLE	TYPE OF POSITION	AMOUNT OF TIME DEVOTED TO PROGRAM	BRIEF SUMMARY OF RESPONSIBILITIES
Food Service Coordinator	<input type="checkbox"/> full-time <input checked="" type="checkbox"/> part-time <input type="checkbox"/> volunteer	<input checked="" type="checkbox"/> full-time <input type="checkbox"/> part-time	Manages all aspects of food service delivery including inventory management, ordering from Cleveland Foodbank, oversight of food service volunteers, compliance with food safety regulations, equipment maintenance and the new responsibility for delivery of food to residents in Lakewood senior housing
Executive Director	<input checked="" type="checkbox"/> full-time <input type="checkbox"/> part-time <input type="checkbox"/> volunteer	<input type="checkbox"/> full-time <input checked="" type="checkbox"/> part-time	Overall program oversight, oversight of federal/county food allocation dollars
Finance Consultant	<input type="checkbox"/> full-time <input checked="" type="checkbox"/> part-time <input type="checkbox"/> volunteer	<input type="checkbox"/> full-time <input checked="" type="checkbox"/> part-time	Oversight and reporting to HUD and Lakewood Department of Planning and Development
Office Manager	<input type="checkbox"/> full-time <input checked="" type="checkbox"/> part-time <input type="checkbox"/> volunteer	<input type="checkbox"/> full-time <input checked="" type="checkbox"/> part-time	Prepares statistical reports to Cleveland Foodbank and to Hunger Network of Greater Cleveland
	<input type="checkbox"/> full-time <input type="checkbox"/> part-time <input type="checkbox"/> volunteer	<input type="checkbox"/> full-time <input type="checkbox"/> part-time	

4. SOURCE OF FUNDS FOR PROJECT:

Complete this budget for the activity for which you are requesting funds only, not the entire agency or departmental budget, unless this is the only activity administered by your agency.

SOURCE OF FUNDS	COMMITTED		AMOUNT
	YES	NO	
APPLICANT AGENCY FUNDS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$31,325
LAKWOOD CDBG CARRY-FORWARD FUNDING FROM FY 2011	<input type="checkbox"/>	<input type="checkbox"/>	\$
OTHER FEDERAL FUNDING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,800
STATE GOVT. FUNDING	<input type="checkbox"/>	<input type="checkbox"/>	\$
COUNTY GOVT. FUNDING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$48,000
PRIVATE SECTOR FUNDING (E.G. FOUNDATION)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$37,770
CLIENT FEES (ATTACH FEE SCHEDULE)	<input type="checkbox"/>	<input type="checkbox"/>	\$
OTHER: VOLUNTEER HOURS	<input type="checkbox"/>	<input type="checkbox"/>	\$16,185
LAKWOOD CDBG FY 2012 FUNDING REQUEST			\$22,100
TOTAL PROJECT BUDGET			\$157,180

5. ADDITIONAL FUNDING INFORMATION (Include all costs necessary to complete this activity, such as architectural fees, administration fees, and other necessary expenses.)

A. IF THIS REQUEST IS FOR NEW CONSTRUCTION, REHABILITATION, ACQUISITION OR EQUIPMENT, SUBMIT A COST ESTIMATE FROM AN UNRELATED THIRD PARTY. *IF CDBG FUNDS ARE USED FOR CONSTRUCTION OR REHABILITATION COSTS, THEN FEDERAL WAGE RATES ("DAVIS-BACON") MUST BE PAID. AGENCY MUST ALSO SUBSCRIBE TO REPORTING REQUIREMENTS OF THE CITY OF LAKEWOOD RELATED TO PAYMENT OF DAVIS BACON WAGE RATES.*

B. SUBMIT OTHER FUNDING SOURCE COMMITMENT LETTERS TO SUPPORT BUDGET FIGURES ABOVE.

C. WHEN WILL OTHER FUNDING COMMITMENTS BE AVAILABLE FOR USE IN THIS PROJECT? County and Federal funding are available on a monthly basis and will be available at project start (Jan 1, 2012); United Way funding is three-year renewable. Year 1 (July 2011 – June 2012) is available now and is paid on a monthly basis. Year 1 includes the purchase of a van.

6. BREAKDOWN OF CDBG FUNDING:

Complete this budget table for CDBG funds request only. No indirect costs may be paid with CDBG funds without an approved indirect cost plan.

EXPENDITURE TYPE	DETAILED DESCRIPTION OF EXPENDITURE (ATTACH SHEET IF NECESSARY)	AMOUNT
SALARIES AND BENEFITS		\$22,100
OPERATING COSTS (e.g. supplies, professional services, postage, materials, travel, etc.)		\$
CAPITAL COSTS (e.g. land or building acquisition, construction, rehab, demolition, etc.)		\$
OTHER		\$
OTHER		\$
TOTAL		\$22,100

7. THE REQUESTED AMOUNT OF CDBG FUNDING COMPRISES 14% OF THE TOTAL PROGRAM BUDGET.

8. TOTAL AGENCY BUDGET:

EXPENDITURE TYPE	AMOUNT
SALARIES AND BENEFITS	\$267,045
OPERATING COSTS (e.g. supplies, professional services, postage, materials, travel, etc.)	\$67,953
CAPITAL COSTS (e.g. land or building acquisition, construction, rehab, demolition, etc.)	\$
OTHER (DESCRIBE: BUILDING)	\$62,650
OTHER (DESCRIBE: DIRECT CLIENT ASSISTANCE)	\$225,008
OTHER (DESCRIBE: FUNDRAISING)	\$23,250
TOTAL	\$645,906

PART VI – AGENCY INFORMATION

1. NON-PROFIT AGENCIES SHOULD SUBMIT ONE COPY OF EACH OF THE FOLLOWING DOCUMENTS:
 - A. ONE (1) COPY OF THE ORGANIZATION’S ARTICLES OF INCORPORATION
 - B. ONE (1) COPY OF THE ORGANIZATION’S IRS TAX EXEMPT STATUS DETERMINATION LETTER. ENTER TAX EXEMPT ID NUMBER HERE: 34-1446497
 - C. CURRENT LIST OF THE ORGANIZATION’S BOARD OF DIRECTORS OR TRUSTEES, AND THEIR AFFILIATIONS.
 - D. ONE (1) COPY OF THE ORGANIZATION’S MOST RECENT ANNUAL REPORT.
 - E. ONE (1) COPY OF THE ORGANIZATION’S MOST RECENT AUDITED ANNUAL FINANCIAL STATEMENT.
2. WHAT IS THE GEOGRAPHICAL AREA OF SERVICE FOR YOUR AGENCY? LCSC serves Lakewood residents only with ESG funds; emergency food assistance is provided to residents of Lakewood, Rocky River and Westlake; homeless prevention assistance using HUD American Recovery and Reinvestment Act HPRP (Homeless Prevention and Rapid Re-housing Program) dollars is for Lakewood residents only (program ends April 2012); onsite emergency energy assistance is provided to residents of Cuyahoga County; Supportive Housing Program assistance is provided to residents of Lakewood and to referred individuals from Cuyahoga County; assistance with landlord/tenant issues is provided to Lakewood residents only; food stamp registration assistance is provided to residents of Lakewood and to referred residents of Cuyahoga County; financial literacy counseling is provided to residents of Lakewood only.
3. IS THE AGENCY LICENSED OR ACCREDITED? No Yes (If yes, by whom?)

4. DOES THE AGENCY FORMALLY EVALUATE AND MEASURE THE EFFECTIVENESS OF THIS PROGRAM? No Yes

If not, please explain your efforts to implement such a process. If yes, describe how: The Emergency Food Program is formally evaluated by the Cleveland Foodbank to measure price per pound; number of pounds purchased per month; number of individuals served; access to translation of non-English speaking clients; adherences to ODJFS guidelines; adherence to food safety guidelines. Additionally, United Way will evaluate the senior delivery based on numbers served vs. estimate.
5. HOW WILL THE AGENCY MODIFY THE PROGRAM IF FULL FUNDING IS NOT RECEIVED?
LCSC would have to revert to a volunteer Food Service Coordinator, which would significantly impact the ability to secure the free USDA and Ohio Food Program product, would add the burden of food ordering and inventory management to the Executive Director and would jeopardize the United Way funding.
6. PLEASE EXPLAIN ANY SIGNIFICANT CHANGES IN AGENCY FUNDING SOURCES THAT HAVE OCCURRED IN THE LAST TWO (2) YEARS:

In 2009 LCSC became the sub-grantee of the HPRP federal dollars awarded to the City of Lakewood; LCSC continues to secure increased foundation funding; in June 2011 LCSC became a recipient of United Way funding (3-year renewable) for the first time in its 29-year history

7. WHAT NEW APPROACHES ARE BEING DEVELOPED OR EXPLORED TO GENERATE NEW SOURCES OF FUNDS

LCSC is preparing for its first ever strategic planning process, which is scheduled to begin in third quarter 2011. The plan encompasses a discussion of diversifying the organization's programs and services with a focus on programs with funding opportunities. The Board of Trustees has been completely overhauled with a focus on the key areas of governance, finance and development.

8. WHAT STEPS HAVE BEEN TAKEN IN THE PAST YEAR TO MAKE THE AGENCY MORE COST EFFECTIVE?

LCSC has recruited exceptional volunteers to completely handle client intake instead of this being a staffed process; despite the increase in clients coming into the Center for all services, LCSC has maintained its prior year staffing level; outside community agencies are delivering essential services on site at LCSC to eliminate the need for paid staff in these essential service support roles.

PART VII

IF THIS REQUEST IS ACCEPTED FOR FUNDING, THE APPLICANT MUST BE WILLING TO COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND CITY REQUIREMENTS AND ENTER INTO A FUNDING AGREEMENT WITH THE CITY OF LAKEWOOD.

APPLICANT CERTIFIES THAT:

TO THE BEST OF MY KNOWLEDGE AND BELIEF, DATA CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT. THIS APPLICATION HAS BEEN DULY AUTHORIZED BY THE APPLICANT'S APPROPRIATE BOARD OF TRUSTEES, BOARD OF DIRECTORS, OR CHIEF EXECUTIVE OFFICER.

SUBMITTED BY: TRISH ROONEY

SIGNATURE:

TITLE: EXECUTIVE DIRECTOR

DATE: JULY 18, 2011

SUBMIT:

- ONE UNSTAPLED **ORIGINAL AND**

- **ONE ELECTRONIC COPY**

OF APPLICATION AND ATTACHMENTS BY **NOON, MONDAY, July 18, 2011** TO:

EMMA PETRIE BARCELONA
DEVELOPMENT OFFICER
PLANNING & DEVELOPMENT DEPARTMENT
CITY OF LAKEWOOD
12650 DETROIT AVENUE
LAKEWOOD, OHIO 44107
(216) 529-7680
FAX: (216) 529-5907
EMMA.BARCELONA@LAKEWOODOH.NET

ATTACHMENT I
CHECKLIST FOR ENCLOSURES

- PART II, QUESTION 1 – PROBLEM NEED/IDENTIFICATION
- PART II, QUESTION 2 – STRATEGY STATEMENT
- PART V, 2 – PROGRAM INCOME SCHEDULE (IF APPLICABLE)
- PART V, 5A– CONSTRUCTION COST ESTIMATE (IF APPLICABLE)
- PART V, 5B – FUNDING SOURCE COMMITMENT LETTERS (IF APPLICABLE)
- ARTICLES OF INCORPORATION (IF APPLICABLE)
- IRS TAX EXEMPT STATUS DETERMINATION LETTER (IF APPLICABLE)
- LIST OF BOARD OF TRUSTEES (IF APPLICABLE)
- MOST RECENT ANNUAL REPORT (IF APPLICABLE)
- MOST RECENT AUDITED ANNUAL FINANCIAL STATEMENT (IF APPLICABLE)

**ATTACHMENT II
LOW- AND MODERATE INCOME GUIDELINES**

Fiscal Year 2011 Income Limits			
Household Size	Moderate (80% of Metropolitan Area median)	Low (50% of Metropolitan Area median)	Extremely Low (30% of Metropolitan Area median)
1 person	\$35,200	\$22,000	\$13,200
2 person	\$40,200	\$25,150	\$15,100
3 person	\$45,250	\$28,300	\$17,000
4 person	\$50,250	\$31,400	\$18,850
5 person	\$54,300	\$33,950	\$20,400
6 person	\$58,300	\$36,450	\$21,900
7 person	\$62,350	\$38,950	\$23,400
8 person	\$66,350	\$41,450	\$24,900

Please note, income limits above apply to fiscal year 2011 programs, and are provided for example purposes only. Income limits for fiscal year 2012 may increase. The CDBG program's income limits as set by the U.S. Department of Housing and Urban Development each year.

DATA TO BE REPORTED FOR MOST PROGRAMS:

DATA ACCEPTED MONTHLY AND MUST BE RECEIVED IN ORDER TO PROCESS SAME MONTH INVOICES

- **NUMBER OF PEOPLE SERVED**
- **EXACT RACE OF EACH PERSON SERVED (INCLUDING MULTI-RACIAL VARIATIONS)**
- **HISPANIC OR NON-HISPANIC ETHNICITY OF EACH PERSON SERVED**
- **NUMBER OF FEMALE HEADED HOUSEHOLDS SERVED**
- **NUMBER OF PEOPLE SERVED IN EACH INCOME CATEGORY**
- **NUMBER OF PEOPLE WITH NEW OR CONTINUING ACCESS TO THE SERVICE OR BENEFIT**
- **NUMBER OF PEOPLE WITH IMPROVED ACCESS TO A SERVICE OR BENEFIT**
- **NUMBER OF PEOPLE WHO RECEIVE A SERVICE OF BENEFIT THAT IS NO LONGER SUBSTANDARD**
- **OTHER DATA AND INFORMATION AS NEEDED**

PART II – PROJECT DESCRIPTION

1. PROBLEM/NEED IDENTIFICATION

The number of individuals and families coming to Lakewood Community Services Center for emergency food continues to increase exponentially. In June 2011, 842 households (1909 individuals) were provided a four-day supply of food. This represents the highest monthly number since October 2010. More alarming is the percentage of households that never before needed food assistance remains at the 15% level every month. The table below shows the 2010 Unduplicated Food Service Numbers. We are anticipating a 30% increase in these total numbers in 2011 and a 30% increase over 2011 in 2012. 93.9% (4,993) of the total number of clients receiving emergency food are Lakewood residents.

Lakewood Community Services Center

Unduplicated Numbers of Individuals Receiving Food 2010

Gender	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Male	695	245	254	190	155	118	122	167	169	138	203	111	2,567
Female	700	255	264	200	182	151	148	169	136	194	224	127	2,750
Total	1395	500	518	390	337	269	270	336	305	332	427	238	5,317

Income	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Below \$10,000	736	276	293	219	169	183	190	235	191	191	291	152	3,126
\$10,000 to \$14,999	291	103	97	91	66	40	47	42	38	63	71	52	1,001
\$15,000 to \$29,999	316	89	106	64	87	46	33	55	67	60	44	30	997
\$30,000 to \$39,999	37	12	8	10	0	0	0	4	3	9	4	4	91
\$40,000 to \$49,999	9	4	14	6	7	0	0	0	4	0	17	0	61
\$50,000 and over	6	16	0	0	8	0	0	0	2	9	0	0	41
Total	1395	500	518	390	337	269	270	336	305	332	427	238	5,317

*Children are counted in the income level of their parents.

Of great significance is the number of individuals with annual income below \$10,000. This number comprises individuals: a. who have lost a job; or b. whose unemployment has expired; or c. who live on a very low fixed income (SSI/SSDI/SS Retirement). There are no indicators that this picture will change in the foreseeable future. Another consideration is that the frequency of service per individual, now at 3.3 times per year, may also increase as the economy shows little hope of short-term improvement. This does not affect the number of unduplicated individuals served but has significant impact on the amount of food needed in the Center’s inventory and potentially the number of open pantry hours.

With United Way funding LCSC will be able to purchase a van to make monthly deliveries to Lakewood seniors living in the four senior housing buildings in the city. UWS funding provides salary relief for the Food Service Coordinator for these deliveries *only* – not for the day to day operations at the Center. If the seniors find the food service delivery to be of benefit, we could add an additional 1,200 unduplicated individuals to our annual numbers by the end of 2012.

PART II – PROJECT DESCRIPTION

2. STRATEGY STATEMENT

LCSC's Food Service Coordinator is playing an increasingly important role as the number served grows monthly and the amount of federal and county funding decreases. In 2010, LCSC's monthly county allocation was \$4,350 (which was a \$350 dollar a month decrease from 2009). In 2011, the monthly allocation has again been decreased – this time to \$4,000. Additionally, federal funding to support the overhead costs of the food pantry (electricity being one of the largest expenses with eight freezers and an 8'x8' walk-in cooler) were decreased from \$750/month to \$150/month. Our Food Service Coordinator continues to manage these decreasing dollars without decreasing the amount of food available to our clients. Free USDA product has filled the gap – almost 50% of the total pounds per month come from this source. In a recent letter from Cleveland Foodbank President and CEO Anne Goodman, we were informed that this essential free product is in jeopardy for the remainder of 2011 unless lobbying in Washington is successful.

Even in light of these daunting challenges, Lakewood Community Services Center has been able to provide three meals a day for four days per month every month to a growing number of consumers. Having a part-time paid Food Service Coordinator (instead of our former rotation of daily volunteers) has made this seamless continuation of emergency food service possible. To further extend food availability and to provide fresh local produce to a population that can rarely afford it, LCSC continues its monthly free Farmers' Market from July through November. At each event, 10,000 pounds of fresh produce is delivered from the Cleveland Foodbank and set up in the Center's parking lot for distribution. The Food Service Coordinator manages the set up and teardown of each market as well as supervises the additional volunteers who help out each month.

When we analyzed food service delivery by age, we saw an increase in the overall number of seniors served, but a significant decrease in the number of seniors in Lakewood senior housing. We attributed this to two factors: 1. our former Marlowe location was proximate to both the Westerly Apartments and the South Westerly Apartments; and 2. the discontinuation of the RTA Circulator made it difficult for seniors to get to the Center and next to impossible to carry groceries home. In discussions with the building service coordinators we learned that many of the residents in all four buildings (all of whom income qualify for food service) routinely ran out of sufficient food by the third week of the month. We submitted a proposal to United Way for a van and for some additional hours for the Food Service Coordinator. Happily the proposal was funded and we will begin service in late summer 2011, with the plan to fully ramp up by early 2012. This additional service opportunity makes it imperative to have the Food Service Coordinator position funded with CDBG dollars for 2012.

In its 2009 data, the USDA Economic Research Service reported that food insecurity varied considerably by household types with some groups having rates much higher than the national average (14.7%). Included in these were households below the official poverty line - \$21,756 for a family of four in 2009 (43%); households with children headed by a single woman (36.6%); and households with children headed by a single man (27.8%). With the continuation of CDBG funding for this critical position, LCSC can positively impact the food insecurity numbers here in the Lakewood community.