

Sunnyvale Cares Nonprofit Grant Program Application

Application Deadline: June 30, 2020 by 5 p.m.

Thank you for your interest in the Sunnyvale Cares Nonprofit Grant Program. Please review the grant guidelines to determine if your organization qualifies for funding. Funding will be approved by the City Council in late July 2020. Applicants will be notified of award decisions in after City Council decision.

Complete applications may be submitted in the following ways:

- Mail or Drop Off in Person: Office of the City Manager (Front Desk) Attn: Economic Development 456 W. Olive Avenue, Sunnyvale, CA 94086
- Email: svcares@sunnyvale.ca.gov

For questions, email svcares@sunnyvale.ca.gov or call 408-730-7607.

Name of Nonprofit organization: Our Daily Bread

Name of Individual Submitting Application: Chuck Thompson

Individual's email [REDACTED] Phone [REDACTED]

Grant Amount Requesting from the City (Maximum grant amount is \$30,000): \$ 13,500

Organization Background

1. When was your organization formed? 1983

2. What is your Mission?

Our Daily Bread serves hot meals to those in need, with dignity and respect and without qualification. Meals are provided every Monday, Wednesday and Friday to all men, women and children who come, in the hope that with nourishment each diner may find the physical, spiritual and emotional support he or she needs.

3. Approximately how many Sunnyvale customers are served annually? 375

During the year we probably serve 750 unique individuals. We believe at least half are from Sunnyvale.

4. Describe your group's activities and the resources that support those activities.

Every Monday, Wednesday and Friday since its founding 37 years ago, Our Daily Bread has been serving free hot meals at lunchtime to everyone who comes to our door, without qualification or obligation. We only ask them, "Are you here for lunch?" We have one paid employee who manages a group of 100 volunteers. We receive surplus food from several grocery stores and buy what we need to fill out each meal. We operate at the St. Thomas Episcopal Church (213 Sunset Avenue, Sunnyvale), using a commercial kitchen we installed in 2001 and serving meals in the main parish hall. Last year we served 35,191 guests, estimated to be 750 unique individuals.

5. What is your annual budget? *\$200,000*
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6. How do you raise funds?

We solicit donations from individuals, civic groups, churches and businesses, with 3 appeal mailings (paper and email) per year. We also apply for specific grants from churches and civic groups. This year we also received a COVID-19-specific grant from Second Harvest Food Bank.

7. How many employees does your organization have? *1*
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8. What steps has your organization taken to address budget impacts due to COVID-19?

We applied for and received a COVID-19-specific grant from Second Harvest Food Bank. It covers new costs caused by COVID-19 in the period March 16 – June 30.

9. Describe the impacts of the COVID 19 pandemic on your organization, specifically, what are the financial impacts?

In normal times we serve a sit-down dinner to our guests. At the start of the pandemic, communal dining was (and still is) prohibited. To continue our mission, we had to move to serving "to-go" or "take-out" meals. This means purchasing a lot of packaging. It also means purchasing additional items to complete the meal. In addition, we must purchase new supplies in order to sanitize our work environment against COVID-19. (Please see #11 below for more detail.)

Dine-in eating at area restaurants is expected soon, but with restrictions on seating. Unfortunately we won't be able to resume serving dine-in until there are no seating restrictions — we have a limited serving period and a fixed number of diners. Currently we are providing to-go meals for up to 190 diners per serving day. We do not anticipate unrestricted seating to be possible in the remainder of 2020. Thus the new costs for COVID-19 are expected to continue until 2021.

10. For what purposes would this grant be used and how would it would benefit your organization and customers?

This grant will cover the new costs, approximately \$2,250 per month, caused by the pandemic. It essentially extends the grant from Second Harvest Food Bank through the rest of 2020. It will benefit our organization by providing the funding to cover our extra costs for the remainder of the year. It will ensure that our guests will continue to be served a nutritious meal in an environment that complies with all COVID 19 recommended safety precautions.

11. Any other information you would like the Council Committee to consider?

Newly required supplies include packaging such as foil and/or containers to hold the hot meals, Ziploc bags for snack items, cups and lids for drink, etc. It also includes things like packaged drinks (water and/or juice), packages of plastic utensils and napkin, and moist towelettes. Finally it includes additional supplies for dealing with the virus: disposable masks for those guest who don't have one, gloves for our volunteers, bleach, Clorox wipes, etc.
