



YORK COUNTY
COMMUNITY FOUNDATION

PART I GRANT APPLICATION SUMMARY FORM

APPLICANT INFORMATION

Organization:	St. Joseph Parish for Catholic Harvest Food Pantry	EIN #5207224/000
Address:	628 E. Market Street	
City:	York	State: PA ZIP Code: 17403
Phone: (717) 846-8571	E-mail: catholicharvestfoodpantry@verizon.net	Fax: (717) 846-8572
Date Received 501(c)3 Status: Current Letter received June 2010 (see attached)	Total Operating Budget:	\$ 92,147

Major Sources of Operating Funds (%): Donations and Food Assistance Commodity Programs through PA State and US Federal Government.

Contact Person's Name & Title:
Kris Pollick, Director

Mission and Purpose of Organization:
The mission of CHFP is to provide food and personal care items to anyone in need in the Greater York community.

PROJECT INFORMATION

Type of Application: Competitive Grants Program

Project Description (25 words or less):
Renovation & expansion of parking lot for safer vehicles parking allowing Pantry to operate at a higher capacity.

Anticipated Project Timetable (month/year format): Project to commence with receipt of City permits. Spring 2012 completion at latest.

Client Group to be Served by Project: Low income families, all ages majority residing in York City, balance in Eastern York County.

Geographical Area to be Served by Project:
 York City All York County Northern York County Eastern York County Western York County
 Southwestern York County Southern York County Southeastern York County

List Goals & Objectives Addressed by Project:
 Goal: To serve more families at each distribution with food assistance in a safer exterior environment.
 Objective: By December, 2012, CHFP will increase our annual families served by an additional 1,200.

PROJECT FUNDING

A. COMMITTED To Date From:		B. Additional Funding SOUGHT From:	
Stewart & Tate Inc.	\$3,250.00	Donations as secured through CHFP	\$4,780.15
	\$		\$
A. TOTAL COMMITTED	\$,3250.00	B. TOTAL ADDITIONAL FUNDS SOUGHT:	\$
C. REQUESTED FROM YORK COUNTY COMMUNITY FOUNDATION:			\$5,000.00
D. TOTAL PROJECT COST:			A+B+C=D \$13,030.15

SIGNATURES

Staff Officer Signature:	<i>Kris Pollick, Director</i>	Date:	8-31-11
Printed Name:	Kris Pollick		
Board Officer Signature:	<i>AL SAUARD</i>	Date:	8-31-11
Printed Name:	AL SAUARD, PRESIDENT, BOARD OF DIRECTORS		

PART II: PROPOSAL NARRATIVE

INTRODUCTION:

In a land of plenty, Catholic Harvest Food Pantry (CHFP) believes that no one should be hungry. The mission of CHFP is to provide food and personal care items to anyone in need in the Greater York community. Catholic Harvest Food Pantry is a non-profit organization and an outreach ministry of Church of the Immaculate Conception (St. Mary's Catholic Church), St. Rose of Lima, St. Patrick's, and St. Joseph's (York). It is supported by local businesses, service organizations, and individuals of all religious backgrounds in York County. While the Pantry was created from Catholic charity, all are welcome to volunteer or receive aid.

Many of the families we serve are employed but earn low incomes. In addition to food distribution, we also provide clothing, personal hygiene products, and miscellaneous household items.

We will continue to develop and offer meaningful services to meet the needs of the families we serve. The pantry doesn't stop at providing emergency food; we offer our clients other services as well, such as personal care items such as toothpaste, soap, diapers and formula when available. The Pantry went green by creating a green bag program, where interested clients are given reusable bags to carry their items home. A "take-one-leave-one" lending library is available to all clients year round. Additionally, several times year, we partner with the Penn State Extension Service to offer nutrition classes to our clients. There are annual events as well; school supplies in September, hundreds of frozen turkeys and dinner trimmings at Thanksgiving and a Christmas gift program for children.

The project we plan to undertake is the renovation and expansion of our Pantry's parking lot. With the current economic downturn, food pantries across America have seen an increase in the number of clients coming to their doors in need of assistance. According to Hunger in America, the largest domestic study of hunger, 1 in 8 Americans received help from a local food Pantry in 2010. With this increase in clientele, the Pantry is in dire need to accommodate client and volunteer vehicles with an expanded parking lot.

This project is vital for the York community because Catholic Harvest Food Pantry is the largest food pantry in York County. Our pantry is unique in our area in that we are the only pantry to distribute food five nights a week, allowing clients with daytime jobs the opportunity to have access to food assistance after work. Additional distributions also take place on the first and third Thursday mornings and the fourth Monday of each month. The organization is run completely by two part-time staff and over 225 dedicated volunteer families and is therefore cost efficient. There are typically more than 600 families each month who use our services and it seems our numbers grow each year. With the addition of an expanded parking lot, our Pantry will be safer and more accessible to more families

who need help in the York area. While servicing more clients, we'll be able to attract more business partners interested in bettering York County and therefore opening more avenues for change and the betterment of lives in our community.

NEED/OPPORTUNITY:

Twenty-seven percent of families living in York City, where many of our clients reside, register below the poverty level, according to the U.S. Census. Since 2006, CHFP experienced a 9% increase in our distribution. Due to the size of the current parking lot, the Pantry must limit nightly distribution. CHFP is at full capacity serving 25 families each weeknight. In 2006, the Pantry operated 15% of the time at full capacity. In 2010, that number rose to 71%. This increase shows the dire need of an expanded parking lot.

With more and more people frequenting the Pantry, our parking situation has become a serious safety hazard, as well as a detriment to the amount of families we are able to serve per night. The current lot allows for one row of perpendicular parked cars. Since the lot is not lined, cars park haphazardly with little order. Young children frequently accompany their parents and play in the lot while waiting for distribution to commence. Many clients walk and must dodge cars entering & exiting the lot. *Please see Appendix A for visual evidence for need.*

Project Activities:

For this project, we anticipate six weeks for completion. This allows for unexpected delays due to weather or other circumstances beyond our control. The goals for this project are as follows:

- 1.) Remove all ornamental trees and excavate as needed.
- 2.) Remove the small cement block hut currently used for cardboard storage.
- 3.) Pave the surrounding grass area.
- 4.) Add parking lines which will double the available spaces for client and volunteer vehicles.
- 5.) Install an electrical conduit for a future lit signage project.
- 6.) Remove the large tree in the front sidewalk, including stump and root removal.
- 7.) Replace the front sidewalk.

Anticipated Results and Assessment:

With the completion of this project, we know the parking lot will be a safer and more secure environment for both clients and volunteers. As stated above, the amount of vehicles our parking lot is able to hold will double in size.

With the additional parking space, our capacity level would increase to at least 30 families per evening distribution. Our success will be measured by

adding more families to each distribution, which would mean serving our clientele an additional 1200 times per year.

While safety is our first priority, there are also practical benefits for this project. As stated before, the Pantry will be able to accommodate more clients and service more people in the community. In addition, maintenance costs will also be lowered with the elimination of the grassy area in the southwest corner. In the past, the cardboard hut has been problematic with day-to-day operations. Passer-bys involved in illegal activities such as drug use have utilized the hut for their actions. The hut is not instrumental in the Pantry's recycle program and serves little purpose. Removing it to provide for more parking is another added bonus.

Leadership:

Kris Pollick, the Pantry's Director will serve as the main overseer for the project. Barbara Jacques, the Pantry's Operations Coordinator, will also serve as a project liaison. Al Savard, President of the Board of Directors, is currently working with an engineer to secure necessary permits.

Collaborations:

We currently work with the Food Pantry Clearing House when scheduling our families. The Clearing House serves as a referral service and have difficulty placing families requesting food assistance once CHFP reaches capacity. With taking on more clients, the Clearing House will not have to turn away as many people asking for help.

PART III: PROPOSED BUDGET

The total anticipated cost for this project is \$13,030.15 as estimated by Stewart & Tate, Inc. *See attached.*

	EXPENSE	INCOME
Stewart & Tate, Inc.	\$13,030.15	
Stewart & Tate in kind donation		\$3,250.00
Donations secured through CHFP		4,780.15
Grant requested YCCF		5,000.00
TOTAL	\$13,030.15	\$13,030.15

PART IV: CHFP GOVERNING BOARD

NAME	ADDRESS	CONTACT	PARISH
Al Savard (President)	4940 Walters Hatchery Rd. Spring Grove, PA 17362	225-9244 sav4940@comcast.net	St. Rose
Lisa Wendt	2164 Bentley Ln. York, PA 17404	767-4678 lwendt2@comcast.net or	

St. Joseph Church

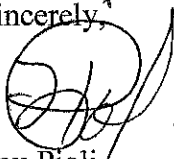
2935 Kingston Road
York, Pennsylvania 17402-4003

August 26, 2011

To Whom It May Concern:

Catholic Harvest Food Pantry was established as a mission outreach of St. Joseph Catholic Church in approximately 1985. Today three additional parishes also support this outreach program. These include St. Patrick, St. Rose and Immaculate Heart of Mary (St. Mary).

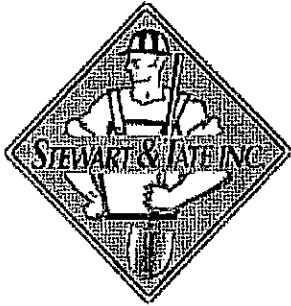
Sincerely,

A handwritten signature in black ink, appearing to read 'Lou Pioli', written over a circular stamp or mark.

Lou Pioli
Parish Manager

LP/klp

Parking Lot Expansion Proposal



Stewart & Tate, Inc.

950 Smile Way, Suite B

York, PA 17404

Contact: Douglas L. Lillich

Phone: 717-854-9581

Fax: 717-854-1641

Quote To:

Catholic Harvest Food Pantry

628 East Market Street

York, PA

Attention:

Chris Pollock

Phone:

717--846-8571

Fax:

E-Mail:

Job Name:

Parking Lot Expansion

Date of Bid:

August 30, 2011

Date of Plans:

N/A

Revision Date:

N/A

ITEM	DESCRIPTION	QUANTITY	UNIT		AMOUNT
10	Mobilization	1.00	LS		
20	Demo block structure	1.00	LS		
30	Remove small trees & stump	4.00	EA		
40	Excavate grass for new paving	75.00	CY		
50	Saw cut existing paving edge	95.00	LF		
60	F&P 6 in. 2A stone base	194.00	SY		
70	F&P 2.5 in. 25 mm superpave base	194.00	SY		
80	F&P 1.5 in. 9.5 mm superpave wearing	194.00	SY		
90	Seal paving joints with PG 64-22 oil	100.00	LF		
	PARKING LOT ADDITION				\$13,030.15
110	Remove tree at front of building	1.00	LS		
120	Replace sidewalk at front of building	80.00	SF		
	TREE & SIDEWALK WORK				\$1,740.54
GRAND TOTAL					\$14,770.69

NOTES:

* This proposal is based on asphalt pavement materials priced in accordance with an August 2011 Asphalt Index for this region of \$618.00/Ton. Actual billing for the work of this proposal would be subject to adjustment based on the monthly Asphalt Index at the time of material placement

* The above price does not include any permit fees.

2. CONTRACTOR'S work will be done in accordance with either OWNER'S or ARCHITECT/ENGINEER'S instructions or the plans and specifications prepared by the ARCHITECT/ENGINEER as follows:

Date	Description	Sheet	Revision
			N/A