

**CITY OF EMERYVILLE/EMERYVILLE REDEVELOPMENT AGENCY
2019-2020 COMMUNITY GRANTS
FINAL REPORT**

Organization Name Emeryville Citizens Assistance Program

Mailing Address 3610 San Pablo Avenue, Emeryville, California 94608

Contact Person Bobby Miller Title: Volunteer Admin Assistant Phone: 510-410-3195

Project Title Emeryville Citizens Assistance Program

Start Date July 1, 2019 End Date: June 30, 2020

Please complete all sections of this form and **return 2 copies of the report form and 1 copy of all supporting documents to the City of Emeryville by 5 pm May 31, 2020.** If necessary, you may use additional sheets of paper. Supporting documents MUST include copies of any publicity the project received, marketing materials, programs, and/or brochures, and may include photographs, slides and other relevant materials which document your project activities. **BE SURE THE REPORT IS SIGNED, AND BE SURE TO MAKE A COPY FOR YOUR FILES.** This report must be typed.

1. Provide a brief description of approved project (incl. activities, dates, sites). Please briefly describe any changes in the project since the application was submitted:
 1. Healthy food distribution six days per week: products include fruits, vegetables, meats, can goods, dry packaged foods, frozen meals, and water.
 2. Prepared hot food from healthy food vendors distributed six days per week by ECAP to nearby parks and homeless encampments.
 3. Clothing distribution: giving away new and used clothes in emergencies.
 4. Holiday donation drives collecting essentials to provide Thanksgiving food baskets, Christmas gifts (children's toys) and Christmas dinner.
 5. Regular distribution of donated household items.
 6. Daily pickups from local stores.
 7. Weekly shopping at the Alameda County Food Bank warehouse.

All operations were carried out by ECAP volunteers. Donations from the City of Emeryville, County of Alameda Food bank, corporate and private individuals made the project possible. Many volunteers not only give of their time, but contribute monetarily to help keep the program going.

2. Did this project achieve the goals which had been originally intended? Identify any significant problems or difficulties encountered in the execution of this project. Please be frank.

ECAP met and exceeded the goals that had been originally intended as follows:

ECAP statistics are tracked by program:

- (1) Non-government distributions consists of supplies from food drives, regular donations from local Emeryville businesses, Oakland and Alameda stores, corporate food stores in Marin and Contra Costa Counties, as well as direct food purchases using private and corporate donations. Alameda County's Food Bank also provides large quantities of fruits, vegetables, meats and dry products to the program.

Individuals and families are given food often as their need arises, many coming several times per week in order to have enough food for themselves and to share with extended families and friends. It is practically impossible to track the exact numbers served, due to further distributions after the food leaves ECAP and the daily deliveries to many homeless encampments where food is dropped off in pans and divided up in a communal process.

- (2) The Emergency Food Assistance Program (TEFAP) is a federal program that provides low-income individuals and households with surplus commodities donated by the United States Department of

Agriculture (USDA) and distributed by ECAP.

The following statistics reflects the total number of people counted during daily distribution at ECAP. This process may be capturing only about 60% of the real numbers served.

(1) Non-government distributions:

Total number of people served	289,614*
Total number of households(families)	105,636*

(2) USDA government monthly distribution: (one time per month program)

Total number of people served	15,316 *
Total number of households(families)	5,590 *

* Total number of people counted at each distribution

Since the onset of covid-19 Total number of recipients have increased approximately 25%. Some previous at risk clients are staying home, but many new faces have starting using ECAP services. Fortunately our food supply has increased enough for us to meet the rising needs in the community. We are now receiving over 25 tons of food weekly from local vendors and various support projects, enough to prepare the equivalent of approximately 40,000 meals per week.

Clothing distributed -- New and used clothes made available in another location from the food bank. In addition, we help people find clothing suitable for job interviews, and children's school clothes.

Holiday drives for Thanksgiving food, Christmas gifts and Christmas dinner

Specially enhanced Thanksgiving distributions to seniors and families grew to over 1000 this year. ECAP made personal deliveries of holiday food bags to local senior citizen living facilities, and to numerous people who were sick and shut in throughout the city. Additionally, hot food was delivered to local homeless encampments. Christmas dinner was again served in the school district's cafeteria and along with the sit-down-dinner, we prepared 1,700 dinners that were passed out to homeless encampments in Emeryville, Berkeley and Oakland.

In collaboration with Emeryville Unified School District, the Alameda County Fire Department in Emeryville, and ECAP, the Christmas toy give away was a huge success again this year. Plenty toys were available and lots of children left very happy.

Additional services provided by ECAP during the year included emergency shuttle service transportation helping a number of people to their medical and other important appointments; resource referrals; helping clean up our neighborhood; and responding to needs of families referred by the food bank and other agencies for assistance. The inclusion of an already prepared lunch on Saturdays and a regular prepared meal feeding at homeless encampments during the week increased our outreach in the homeless community.

3. Briefly describe your marketing effort and discuss its effectiveness.

We have made ECAP signs placed on the sides of our vehicles. We have established social media with facebook page profile name Emeryville Citizens Assistance Program – ECAP, Twitter, "Go Fund Me", Paypal, YouTube, and internet web page www.ecaprogram.com.

In addition, ECAP has a printed tri-fold information pamphlet and flyer, along with business cards.

These efforts have produced heightened awareness and interest in helping ECAP, as many new volunteers have come forward willing to work. Laison with additional businesses resulted in more

donations of food, etc. ECAP is working to help people become self-sufficient individuals.

4. List the number of people directly employed by this project including yourself, if applicable. Attach a list of all paid staff to this report:

A. Artistic Personnel: 0
C. Other Personnel: 0
B. Administrative Personnel: 0
D. Total (Add A+B+C): 0

5. How many people (individuals and households) were directly reached by this project (not including organization/project personnel): 304,930 individuals/ 111,226* households (families).

* These numbers include repeat customers, counted again each time they come in for donations.

6. How did the program/activity benefit the Emeryville community and/or contribute to the artistic and cultural aspects of Emeryville?

ECAP provides a source of support for many people in need of food, clothing, and other basics for survival. The kind of support and outreach provided by ECAP serves to help keep families together. The program serves all age groups, genders, preferences, national origins, color, and disabled.

Volunteers treat people with dignity and respect. Our client-choice shopping method gives participants the same experience as if they were shopping in a regular grocery store. Covid-19 forced changes in the delivery of food to the public to maximize safety. Once the virus is completely controlled we plan to return to the client-choice method of food delivery. This positive community interaction makes some people more appreciative of the City of Emeryville and inspires them to volunteer, helping to clean up some of the street blight and trash. For others who are not destitute, ECAP services help elevate them to the point they can make it on their own, improving their dignity and sense of pride.

ECAP provides a mechanism for the City, through its grant support, to improve the conditions of people in need, helping them to become self-sufficient.

Date: 8/7/2020

Bobby Miller
Bobby Miller, Operations Manager

**CITY OF EMERYVILLE
COMMUNITY GRANTS
FY 19-20 FINAL
REPORT BUDGET
SUMMARY**

Emeryville Citizens Assistance Program		
Actual FY 19-20 Program/Activity Cash Expenses		
Line-Itemn	Total Actual Line Item Cost	Amount of Community Grant Funds Used for Line-Item
Admin. Salaries & Fees (including any Fiscal	0	0
Artistic Salaries & Fees	0	0
Other Salaries & Fees (specify)	0	0
Equipment	14,000	0
Supplies/Materials	16,000	0
Travel/Transportation	11,500	0
Promotion/Publicity	1,600	0
Other Expenses (Specify)		
1.Vehicle Insurance	6,195	0
2.Legal		0
3 Liability Insurance	4,100	0
4 Credit line -	2,500	0
5 Unexpected costs	2,200	0
Other Administrative Expenses (Specify)		
1 Rent/ taxes	51,749	51,749
2 EBMUD	1,203	1,203
3 ATT	1,501	1,501
4 Verizon	3,696	3,696
5 PG&E	8,905	8,905
6 Electrical/Refrigeration	2,967	2,967
7 Covid-19 safety	4,627	3,979
Total Program/Activity Cash Costs	132,743	74,000
Total Community Grant Funded Costs (should be equal to grant award amount, unspent grant funds must be returned to the City/Agency per Section 3 of the funding agreement.)	74,000	74,000

Applicant's Name: Emeryville Citizens Assistance Program

Actual FY 19-20 Program/Activity Cash Income	
	Cash Amount
Emeryville Community Promotions Grant Request	\$74,000
Other Funding Sources	
Other Public Grants	
Private Foundations	
Corporate Contributions	\$21,000
Concessions/Ticket	
Private Donations	\$34,750
Other Funding Total:	\$55,750