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JUL 28 2008



**Chandler • Arizona**  
*Where Values Make The Difference*

**Memorandum**

**Memo: MC08-046**

**DATE:** JULY 22, 2008

**TO:** MAYOR AND CITY COUNCIL

**FROM:** DAVE BIGOS, MAYOR AND COUNCIL ASSISTANT *DB*

**THRU:** *W* W. MARK PENTZ, CITY MANAGER *RP*  
NACHIE MARQUEZ, COMMUNICATIONS & PUBLIC AFFAIRS DIR. *NM*

**SUBJECT:** Resolution No. 4215

Attached is Resolution No. 4215, authorizing the Chandler Christian Community Center to submit a grant application to the Gila River Indian Community's State-Shared Revenue Program in the amount of \$150,000 over a three-year period to support its mission of providing emergency food and clothing to families in crisis in Chandler and of neighboring communities.

Also attached is budget information and a brief history of the center's service to the Chandler community. Members of the Chandler Christian Community Center staff and board will be on hand at the meeting to answer any questions you may have.

RESOLUTION NO. 4215

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHANDLER, ARIZONA, AUTHORIZING THE CITY TO EXECUTE GRANT APPLICATION DOCUMENTS TO BE SUBMITTED TO THE GILA RIVER INDIAN COMMUNITY'S STATE-SHARED REVENUE PROGRAM IN THE AMOUNT OF \$150,000.00 OVER THREE YEARS ON BEHALF OF THE CHANDLER CHRISTIAN COMMUNITY CENTER FOR FUNDING TO PROVIDE EMERGENCY FOOD AND CLOTHING TO FAMILIES IN CRISIS IN CHANDLER AND OF NEIGHBORING COMMUNITIES.

WHEREAS, many families within the City of Chandler and surrounding communities are having difficulty providing basic food and clothing needs and are in need of assistance;

WHEREAS, the Chandler Christian Community Center (CCCC) is a 501(c)(3) nonprofit organization that operates an emergency food and clothing bank to assist families in crisis in the City of Chandler and surrounding communities;

WHEREAS, the CCCC needs regular funding sources to provide for personnel, administrative, maintenance and operations costs in furtherance of its mission of providing food and clothing assistance to families in crisis;

WHEREAS, receipt of funding pursuant to this Resolution No. 4215 will supplement other community funding from the City of Chandler, Valley of the Sun United Way and donor contributions;

WHEREAS, the Gila River Indian Community is seeking funding proposals on behalf of educational and social service agencies providing services to residents of nearby cities pursuant to its State-Shared Revenue Program (SSRP);

WHEREAS, the CCCC is eligible to apply for SSRP funding pursuant to an application submitted on its behalf by a city or town that has passed a resolution authorizing that application;

WHEREAS, the receipt of SSRP funds would provide funding necessary to continue its mission to provide emergency food and clothing;

WHEREAS, the CCCC has requested that the City execute application documents to be submitted on its behalf for SSRP funding in the amount of \$150,000.00 over three years to provide emergency food and clothing to families in crisis in Chandler and in neighboring communities;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chandler, Arizona, that the Mayor is authorized to sign the SSRP application documents on behalf of the CCCC to provide \$150,000.00 in funding over the next three years for ongoing

administrative costs, indicating that the Council is in support of CCCC's efforts to provide emergency food and clothing to families in crisis in Chandler and in neighboring communities.

PASSED AND ADOPTED by the City Council of the City of Chandler, Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2008.

ATTEST:

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CITY ATTORNEY

CERTIFICATION

I HEREBY CERTIFY that the above and foregoing Resolution No. 4215 was duly passed and adopted by the City Council of the City of Chandler, Arizona, at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2008, and that a quorum was present thereat.

\_\_\_\_\_  
CITY CLERK



Chandler Christian Community Center  
 345 South California Street  
 PO Box 591 Chandler AZ 85244- 0591  
 Telephone 480-963-1423 Fax 480-726-0896  
 Tax # 86-0428780  
 HELPING THE DISADVANTAGED SINCE 1966

## HEADING

### Detailed Program Budget FY- July 1, 2008-June 30, 2009

Revenue	Total Project Funding 08/09
City of Chandler Funding	40,000.00
VSUW	29,500.00
GRIC	50,000.00
Foundation and Corporate Support	50,000.00
Volunteer In-Kind Contributions	2,500,000.00
Fund Raising	60,000.00
Individuals, Churches	65,000.00
<b>TOTAL</b>	<b>2,794,500.00</b>

Expenses	GRIC Funding	Chandler Funding	VSUW Funding	Other Resources	Volunteer/ In-Kind Contributions	Total Project Budget FY 2008/2009
Personnel Costs	30,000.00	23,500.00	19,360.00	97,000.00		169,860.00
Telephone				4,000.00		4,000.00
Maintenance/Repair	2,000.00		2,940.00	5,000.00		9,940.00
Insurance	2,000.00	2,000.00	2,500.00	12,000.00		18,500.00
Computer Systems	3,000.00			10,000.00		13,000.00
Utilities			4,000.00	15,000.00		19,000.00
Vehicle Operations	6,000.00	3,000.00				9,000.00
Operating Supplies	7,000.00	11,500.00		12,000.00		30,500.00
Advertising/Promotion				10,000.00		10,000.00
In Kind Donations					2,500,000.00	2,500,000.00
Professional Fees				10,000.00		10,000.00
Direct Assistance to Individuals			700.00			700.00
<b>TOTAL</b>	<b>50,000.00</b>	<b>40,000.00</b>	<b>29,500.00</b>	<b>175,000.00</b>	<b>2,500,000.00</b>	<b>2,794,500.00</b>

## BUDGET NARRATIVE

The Chandler Christian Community Center is requesting funding from GRIC for \$150,000 over a three year period from the Gila River Indian Community with an annual breakdown of \$50,000 per year. Additional Budgets for FY 2009-10 and FY 2011-12 will be supplied in the prior FY ending.

Budget FY 2008-09. \$50,000 of the requested funds will be allocated as follows: Salaries: 1 FTE Executive Director, .5 FTE Development Director, 1 FTE Assistant Director/ Clothing Bank Coordinator, .5 FTE Volunteer Coordinator (New Position), and 1 FTE Driver

Total expense - \$150,500.00  
GRIC request - \$30,000.00

Non-payroll insurance: General liability, vehicles  
Total expense - \$16,000.00  
GRIC request - \$2,000.00

Travel: Gas and vehicle maintenance for donation pick ups  
Total expense - \$9,940.00  
GRIC request - \$8,000.00

Computer Systems: Development and implementation of a volunteer management software program  
Total expense- \$13,000.00  
GRIC request-\$3,000.00

Operating Supplies: (Communications- phone, fax, modem, postage) Printing & Publications for programs, Professional Fees and Contracts  
Total expense- \$30,500.00  
GRIC request-\$7,000.00

In-kind donations represent the value of donated food and clothing items to CCCC.



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HELPING THE DISADVANTAGED SINCE 1966

## **NARRATIVE**

### **Purpose of Grant**

Founded in 1966, the mission of the Chandler Christian Community Center is to meet the basic human needs, including emergency food and clothing, for people in crisis in the Chandler, and the surrounding communities and to work to empower individuals and families by providing programs that develop skills needed for self-sufficiency and long-term change. Although the majority of clients reside within the downtown redevelopment area of Chandler, services also are extended to residents in the communities of Gilbert, Queen Creek and Higley and other surrounding communities.

Current programs include providing economic development and educational resources to include emergency and supplemental food boxes, emergency clothing to people in crisis, offering English as a Second Language classes, life skills classes and providing space for other organizations such as Narcotics Anonymous to hold meetings accessible to clients. The Center also sponsors "Operation Santa," an annual toy drive that provides holiday gifts for over 1,000 children, and our Back-to-School program that serves at least 200 children annually.

The Chandler Redevelopment Area encompasses the poorest neighborhoods in the community. 82% of students enrolled in the five Chandler Unified School District schools located in those neighborhoods qualify for free or reduced-price lunches based on federal poverty standards. According to the 2000 census, almost 68% of the adults residing in the area lack a high school diploma, and the average income in the area is \$14,604. In 2004, 71.6% of all clients served had an annual family income of less than \$15,000. 46% of the recipients of emergency food boxes and 58.3% of clothing bank recipients were children and youth under the age of 17, but over all, clients of the Center range in age from newborn through the elderly.

During FY 2005, we served 47,875 people with emergency food and provided clothing to 18,475 people. In FY 06/07, the Chandler Christian Community Center provided food to 48,844 individuals and distributed clothing to 30,468 people. The amount of food and clothing distributed during the year represented an increase over 2005, demonstrating that the number and needs of the target population are growing dramatically, requiring us to receive and process over 200 tons of food and up to 120,000 items of clothing and linens. CCCC is the only full-service food bank and free clothing distribution center in the local community. Meeting emergency needs for our clients is a critical niche for the organization; therefore, it is important to build the capacity of those programs to meet the growing demand.

Cuts in government financing continue with more expected, this will decreased our efficiency and will make it even more difficult to meet the increase in demand for the emergency services and the programs we provide in FY 2008/09. If our programs are not funded (or partially funded), we will have to reduce hours of service and numbers of individuals served in our Food and Clothing Banks. In FY 2005/06, we were forced to lay off one FTE position, made feasible by the fact that our clothing bank facility was under construction during much of the year, impacting usage of that service. However, even with the clothing bank operating at diminished capacity, we

experienced an increase in food distribution and we anticipate a significant growth in numbers served this fiscal year during our economic downturn.

**Project Goal:** We are expanding our services for our food and clothing bank with the programs and services we offer. We will have a focus on development, during a time when some critical needs have to be met, such as expanding staff; which will include hiring a new volunteer coordinator, improving technology which includes the administrative systems; development and implementation of a volunteer management program, and offering additional programs to meet our clients' needs to become more self sufficient; which will include expanding our current English as a Second Language program with Financial Literacy classes. Continuation and expansion of our parenting and life skills classes which we plan to incorporate more of a focus on healthy life styles for the families through fitness, health and well being classes. We are requesting \$150,000 over a three year period from the Gila River Indian Community with an annual breakdown of \$50,000 per year; the funds will partially pay for salaries, vehicle operations and insurance for the Centers utility van and truck, and for community outreach programs and supplies.

**Organization's Program Activities:** The Chandler Christian Community Center's food and clothing distribution programs provide two of the three most basic needs to sustain life and health. We provide these essential programs to people who cannot afford to purchase sufficient quantities of food for either themselves or their families. Our goal is to continue to meet emergency needs for food and clothing for 100% of clients referred by partnering agencies in FY 2008-09.

Strategies to achieve our goal include the following:

- Promote our services through referring agencies.
- Continue collaborations with United Food Bank for the supplemental food box program, TEFAP and FEMA allotments.
- Aggressively seek donations from stores, businesses, and restaurants.
- Partner with the City of Chandler and Town of Gilbert, area schools and churches, and area businesses to sponsor food and clothing drives.
- Maintain records of all referrals to document needs met and unmet and utilization of our services.
- Expanding ESL/ Financial Literacy classes to our clients to help improve their quality of life and to become more self sufficient.
- Expanding Life Skills/ Parenting classes to incorporate more of a focus on healthy life styles for the families through fitness, health and well being classes.
- Expand earning capacity of current fundraisers and implement at least one new fundraising activity. This is in process currently.

Outcomes:

- Clients that qualify by referring agencies are sent to the Chandler Christian Community Center for emergency assistance will receive three-day supplies of nutritious food and / or at least three sets of good quality, usable clothing.
- Individuals and families unable to afford sufficient variety and quality of food to maintain good nutrition and health will receive supplemental food boxes weekly.
- Enrolled students in the ESL classes will achieve educational gains after completion of the instruction classes.
- Providing an informative and fun session that helps make a better parent and will help to ease some of the challenging moments parents face with raising children.
- Providing educational resources and topics on health and fitness for families to help promote healthier life styles.

Indicators:

- 100% of projected 60,000 clients served in 2008-2009 will receive emergency food boxes, providing food for at least 3 days.
- A least 90% of projected 40,000 clients referred to the clothing bank will receive 3 sets of clothing.
- A minimum of 6,000 supplemental food boxes will be distributed during the year to working poor families.
- Costs per person served will be maintained at less than \$.40 each.
- At least 52% of enrolled students in the ESL classes will achieve educational gains after completion of the instruction classes.
- Parenting classes helps make a better parent and will help to ease some of the challenging moments parents face with raising children.
- Health and Fitness classes will help promote healthier life styles.

Most clients receiving emergency food and clothing are referred to the Chandler Christian Community Center through partnering agencies, such as the Chandler and Gilbert Community Action Programs, the Chandler Family Investment Center, Child and Adult Protective Services, My Sister's Place, DES, Chandler Regional / Gilbert Mercy Hospital, and / or local schools and churches. In most cases, clients have approached the referring agency for assistance with rent / utilities, medical care, etc. and it is determined that they also do not have adequate food or clothing to sustain a healthy life. The referring agency completes a form specifying client demographics, income / source of income, special needs, and number and ages of other family members needing assistance. Clients having special needs include being homeless, elderly, ill or requiring a special diet. Each food box has to be carefully prepared according to established guidelines to ensure nutritionally balanced meals and to accommodate those special needs. All factors are taken into consideration to ensure that the food will be prepared and consumed by the clients so that waste will be minimized. The weekly supplemental food program serves the working poor families; referrals are not required for the supplemental food box program.

CCCC has not applied with any other tribe for the state shared revenue program for this project/ program nor has it as been awarded any grants by any other tribe.

CCCC has seen a 30% increase in food distribution already for our year end of FY2007. CCCC is an organization committed to excellence, with a clear vision and a passion for delivering results. With the partnership of the Gila River Indian Community, you will be helping us to capitalize on our growth and our strengths. CCCC has helped to demonstrate that community outreach programs which are developed and managed by a community for a community make a striking impact. Our lagging economy has increase unemployment, particularly in the construction, service, and retail sectors, which are the primary employers of individuals receiving our services. Higher unemployment, in turn, has lead to more families needing emergency food and clothing services and/or turning to the supplemental food program for ongoing assistance. We are seeing a significant increase in demand for services due to the down turn in the economy.

CCCC has been providing emergency food and clothing to low income individuals and families for over 41 years. Over that time, there has been a steady increase in population in the community as and equally steady increase in individuals or families in poverty or in crisis who require assistance with basic needs. Based on continuing population and the down turn in the economy this will increase the amount of families we serve. CCCC does anticipate another increase in numbers served in FY 2008-09.

CCCC purchases food at \$.10 per pound from the United Food Bank in Mesa and also receives food donations from the United Food Bank to support the supplemental food box program. In addition, we rely heavily on food drives conducted on our behalf by local businesses, schools, churches, and service clubs. In FY2006/2007, we received approximately 2 million pounds of food from these drives, as well as from donations from local grocery stores and restaurants. All of

the approximately 400,000 items of clothing distributed annually in our clothing bank come from individual donations. The City of Chandler's past support of the work of the Center, including providing annual operating funds have been critical to our success in meeting the needs of our clients. VSUW funding, corporate and foundation funding has continued with the success that we have seen in the past and the future. The development of a capital campaign, expanding our fundraisers and more marketing / community awareness will help expand partnerships with local businesses and with the Chandler Nonprofit Coalition. The strategic plan addresses needs for space, expanded hours, staff, funding, and volunteers to enhance these programs. These programs are all overseen by volunteers.

## **REPORTS**

CCCC staff updates the client database at least once weekly with information on each client served, including the referring agency, demographic information, needs documented, and items provided. The programs that CCCC offers does surveys on class participants at the completion of each class session to determine outcomes of the program beyond the basic language proficiency achieved, including, but not limited to, improvement in employment status and income, improvement in ability to assist children in school, and in the home and enrollment in other education programs offered by C.O.R.E. or other providers. Data collected is done once annually with a random sample of 50 clients utilizing food and clothing bank services, typically done the first week of December of each year. Interviews with all referring agencies are performed to make sure clients are receiving adequate amount of services.

## **ATTACHMENTS**

- Resolution in support of the proposed project from the City of Chandler
- Proposed Budget for FY 2008/2009
- List of other funders, potential funders in support of the proposed project.