

FollowUp Form

Website

Has this report been posted on the PCF website?

Pinellas CARES Nonprofit Partnership Fund

Please do not submit your final December report until all supporting fiscal documentation has been collected and can be compiled for submission.

Project Name

All Kidney Patient Support Group (AKPSG) Kidney friendly healthy choices

Priority Funding Areas

Food

Award Type

Reimbursement for Future Programming

Unit of Service

This will only be visible to Administrators and will enable question branching in the case that an organization has specified a unit-of-service cost.

Amount Awarded for Future Programming

\$33,941.99

Amount Spent - December 27 to 30, 2020*

How much grant funding was spent between **December 27 and 30, 2020?**

\$8,846.65

Amount Spent - December 2020*

How much grant funding was spent during the **entire month of December 2020**?

\$33,176.76

Amount Spent as of December 30, 2020*

How much of the awarded funding was spent from project inception to December 30, 2020?

\$34,112.76

Brief Spending Narrative*

Please briefly explain the spending activities from **December 27 to December 30, 2020**. If you have not expended any funds, please explain why.

Example: ABC Charity has only expended \$1,000 this week on program personnel while our food pantry was open. ABC Charity buys its food in bulk on the 15th of every month, and therefore there will be an uptick in expenditure that week.

AKPSG expended \$4,156.65 in food items and \$4690 on payroll to close out this grant cycle.

Client Story*

Please give the true story of a client served this month by your programming. You may change identifying details. This allows us to connect to your programming on an emotional level.

Friday 12/18/20 AKPSG received the text below from a family of four about a particular item in our healthy choices box,

"I never thought I would eat brussels sprouts but I picked up a box from your food drive at Daystar, last Tuesday Dec 15th. There was a recipe for roasted brussels sprouts as well as a fresh bag of brussels sprouts in my family box. We tried them and I can honestly say they were good.

Thanks for giving me a new vegetable."

Food Metrics

December 27 to 30, 2020 - Individuals Served - Food*

Please specify the number of individuals that were served food between **December 27 and 30, 2020** through this grant funding.

375

December Projections - Food

This is the number of individuals your organization projected it would serve in **December 2020** through this grant funding.

417

December 2020 - Actual Total # Served - Food*

Please specify how many individuals were served food through this funded programming in **December 2020**.

1092

December 27 to 30 - ZIP Codes of Individuals Served - Food*

Please **SUCCINCTLY** describe the ZIP codes of program services and program recipients (if recipient data is available). **These numbers should add up to the number of total individuals served specified above for the week of December 27 to 30, 2020.**

FOLLOW THE EXAMPLE FORMAT EXACTLY.

ZIP CODE: Number served

Example

Food Distribution Site at Tropicana Field (Program Service ZIP Code)
33705: 700

Home-Delivered Meals at Recipients' Homes (Participant ZIP Codes)
33782: 5
33764: 3
33760: 8

Food Distribution Site at Victory Christian Center
33712: 87
33701: 6
33702: 6
33705: 35
33707: 17
33709: 2
33710: 2
33711: 49
33714: 7
33716: 2
33717: 7
33755: 4
33770: 5
33781: 7
33782: 1

Home-Delivered Meals at Recipients' Homes

33712: 89
 33701: 5
 33702: 3
 33705: 10
 33707: 8
 33710: 3
 33711: 16
 33713: 1
 33755: 1
 33781: 2

Cost Reimbursement Basis - Justification of Expenditures

Monthly Reimbursement Request*

Please complete the Pinellas CARES Reimbursement Request worksheet, attach appropriate backup documentation and **upload as a PDF here**.

If you have a regular reporting/invoicing process, you may use your own similar worksheet, however, for your convenience, we have provided a template you can **DOWNLOAD HERE**.

If you have any notes on this document, please put them in the field below.

AKPSG BUDGET CATLINE ITEM.pdf

AKPSG reported in week two, that we had a unforeseen expense we had to purchase a deep freezer which took us over the budget. We were significantly under budget for food because we strategically included items that were on sale during a particular week. The calculation for time to pack and sort the items were severely under estimated due to the fact that our numbers more than doubled. We used 10 people and divided the \$4200 between them. AKPSG operates with volunteers only. Staying within the description(\$25x6x7x4=\$4200) of the position no one person exceeded the allotted amount of \$700. We found the platform trucks at half the price. The supporting documentation is uploaded in the weekly units in which we spent funds with the exception of NuVista one check was written at the end of the grant. Time sheets are included on weeks 2,3 and 5. Hours logged does not equal pay the staff understood that the funds were limited and that they were volunteering a great percentage of their time.

Does the documentation above contain live signatures?*

The accounting documentation above requires live signatures on the template in the "Prepared by" and "Reviewed by" lines. Please check that signatures are present, and affirm this by checking the box below.

Yes, there are live signatures in the documentation attached above.

Final Survey

We would like your feedback on the CARES experience. Please complete the following anonymous survey:

<https://www.surveymonkey.com/r/DCF7RN>

*

I have completed this survey